



STARK COUNTY
**Mental Health &
Addiction Recovery**

**BOARD MEETING MINUTES
THURSDAY, JANUARY 27, 2022 @ 4:00 PM**

I. CALL TO ORDER

Pat Williams, Board President, called the January 27, 2022, StarkMHAR (Stark County Mental Health and Addiction Recovery) meeting to order at 4:03 PM.

A. Adoption of Agenda

Upon motion by Kathy Catazaro-Perry, seconded by Tom Douce, Board members hereby adopt the agenda for the January 27, 2022, Board meeting as presented. **Ayes:** R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

B. Roll Call of Members

Members Present

Richard Bennett
Kathy Catazaro-Perry
Tom Douce
Sharla Elton
Taylor Schauer
Leigh Shaheen
Pat Williams
Diane Wilson

Members Absent

Mark Brink
Rick Campbell
Mike Pomesky
Brandice Schnabel
Eileen Schwartz

Richard Bennett, Board Secretary, recognized a quorum allowing the Board to conduct business.

Staff Present

John Aller, Executive Director
Jill Machamer, Director of Administrative Support Services
Michele Boone, Director of Clinical Services
Allyson Rey, Director of Marketing, Communications & Community Relations
Cheryl Metzger, Administrative Supervisor
Jennifer McIntosh, Director of PartnerSolutions
Jen Richeson, Continuous Improvement Manager
Anju Mader, Chief Integration Officer
Adele Holzer, Director of Finance
Erin Ivers, Recovery Program Manager
Chris Dickey, IT Systems Administrator
Melissa Muller, Office Assistant
Jill Rowland, Resiliency Services Coordinator

Guests Present

CommQuest : Elaine Russell Reolfi
Legal Counsel : Deb Dawson, Lisa Nemes
Ohio Guidestone : Monica Mlinac
Pathway: Wendy Tracy

C. Executive Session – Legal Counsel

Upon motion by Richard Bennett, seconded by Kathy Catazaro-Perry, Board members voted

to go into executive session at 4:08 pm to confer with legal counsel. **Ayes:** R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.** Pat Williams excused guests and Board staff.

Pat Williams adjourned Executive Session at 4:17 PM. The January 27, 2022, StarkMHAR Board meeting was called back to open session.

1. Resolution 22-01-040 – Settlement Agreement between StarkMHAR and Signature Health

Pat Williams stated that Resolution 22-01-040 recommends approval of the settlement agreement between Signature Health and StarkMHAR.

WHEREAS, Signature Health, Inc. originally entered into a Software Usage and Service Agreement on March 20, 2019, and later terminated the Agreement with StarkMHAR effective January 15, 2021; and

WHEREAS, StarkMHAR and Signature Health have tentatively reached a mutual release and settlement agreement and are requesting that the Stark County Mental Health and Addiction Recovery Board approve said settlement, now therefore be it

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Kathy Catazaro-Perry, the Stark County Mental Health & Addiction Recovery Board does hereby authorize the Executive Director of the Board to approve and execute the agreed upon settlement after Signature Health executes it, and be it finally

RESOLVED, StarkMHAR does hereby authorize the Executive Director to execute the documents necessary to accomplish the intent of this resolution, including but not limited to appropriation, encumbrance, and disbursement of funds,

Ayes: R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

D. Welcome and Introduction of Guests

Pat Williams welcomed everyone to the meeting. Chris Dickey, Jill Rowland, and Melissa Muller introduced themselves to the audience. They are new StarkMHAR employees.

II. APPROVAL OF MINUTES

A. December 16, 2021, Board Meeting Minutes

Pat Williams reported that the December 16, 2021, Board, meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting. Upon motion by Richard Bennett, seconded by Diane Wilson, Board members hereby approve the December 16, 2021, Board meeting minutes as written. **Ayes:** R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

III. EXECUTIVE COMMITTEE

A. January 25, 2022, Executive Committee Meeting Report

Pat Williams reported that the January 25, 2022, Executive Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting.

Upon motion by Tom Douce, seconded by Sharla Elton, Board members hereby approve the January 25, 2022, Executive Committee meeting minutes as printed. **Ayes:** R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. RESOLUTION 22-01-039 – Establishing a Special Committee: Board Development Committee

Pat Williams stated that Resolution 22-01-039 recommends establishing a special Committee for the purpose of reviewing the current Board composition, identifying any gaps as well as prospective Board members. Pat will be contacting Board members to identify those who are interested and willing to serve on this committee.

WHEREAS, the Board in accordance with its Bylaws, by resolution, may authorize and empower special committees or task forces as deemed appropriate.

WHEREAS, membership of the special committee or task force shall include a chairperson, who shall be a Board member, and others as appointed by the Chair of the Board.

WHEREAS, special committees or task forces shall meet as necessary to accomplish their assigned responsibilities and the meetings and, in all instances, shall meet the criteria of the “Sunshine Law” (ORC, Section 121.22); and

WHEREAS, the Board wishes to establish a special committee for the purpose of reviewing the Board composition, determining the gaps and identifying prospective Board members, and now, therefore, be it

RESOLVED, that upon **MOTION** by Kathy Catazaro-Perry, **SECONDED** by Richard Bennett, upon recommendation of the Executive Committee, the Stark County Mental Health and Addiction Recovery Board, does hereby establish the “Board Development Committee” as a special committee to coordinate and recommend Board member appointments; be it further

RESOLVED, StarkMHAR does hereby authorize the execution of the documents necessary to accomplish the intent of this resolution, including but not limited to appropriation, encumbrance, and disbursement of funds.

Ayes: R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

IV. FINANCE COMMITTEE

A. December 10, 2021, Finance Committee Meeting Report

Sharla Elton reported that the December 10, 2021, Finance Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting.

Upon motion by Sharla Elton, seconded by Diane Wilson, Board members hereby approve the December 10, 2021, Finance Committee meeting minutes as printed. **Ayes:** R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 21-12-032 -- StarkMHAR October 2021 Financial Statements

Sharla Elton stated that federal revenue was down due to the timing of reimbursable funds from OhioMHAS and System of Care. Local funds were up due to the timing of levy and local foundation funds. Providers had increased billings by \$400K compared to last year.

Board Administered Grants (BAG) was under budget mostly due to the timing of expenses related to the workforce development project.

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Diane Wilson, Stark County Mental Health & Addiction Recovery does hereby approve, upon recommendation of the Finance and Executive Committees, StarkMHAR's financial statements listed below for the period ending October 31, 2021:

- Balance Sheet
- SFY 2022 Revenue and Expense (Budget vs. Actual)

Ayes: R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

B. January 20, 2022, Finance Committee Meeting Report

Sharla Elton reported that the January 20, 2022, Finance Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting.

Upon motion by Sharla Elton, seconded by Richard Bennett, Board members hereby approve the January 20, 2022, Finance Committee meeting minutes as printed. **Ayes:** R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 22-01-035 -- StarkMHAR November 2021 Financial Statements

Sharla Elton stated that federal revenue was down due to the timing of reimbursable funds from OhioMHAS and System of Care. Local funds were up due to the timing of levy and local foundation funds. Providers had increased billings by \$400K compared to last year. Board Administered Grants (BAG) was under budget mostly due to the timing of expenses related to the workforce development project.

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Richard Bennett, Stark County Mental Health & Addiction Recovery does hereby approve, upon recommendation of the Finance and Executive Committees, StarkMHAR's financial statements listed below for the period ending November 30, 2021:

- Balance Sheet
- SFY 2022 Revenue and Expense (Budget vs. Actual)

Ayes: R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

2. Resolution 22-01-036 -- StarkMHAR December 2021 Financial Statements

Sharla Elton stated that cash is up from last year due to the receipt of one-time OhioMHAS funds and unused fund balance. The change in Accounts Receivable is due to OhioMHAS sending second and third quarter funding together. The change in Accounts Payable is due to the timing of payments by the county.

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Kathy Catazaro-Perry, Stark County Mental Health & Addiction Recovery does hereby approve, upon recommendation of the Finance and Executive Committees, StarkMHAR's financial statements listed below for the period ending December 31, 2021:

- Balance Sheet
- SFY 2022 Revenue and Expense (Budget vs. Actual)

Ayes: R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

3. Resolution 22-01-037 -- Ohio CIT Support and Expansion Project Funding

Sharla Elton stated that StarkMHAR has been awarded funding from Northeast Ohio Medical University (NEOMED) to enhance and grow the local Crisis Intervention Team (CIT) program.

WHEREAS, StarkMHAR has been awarded the Ohio CIT Program Development Subaward from NEOMED which ends June 30, 2022; and

WHEREAS, StarkMHAR applied for Ohio CIT Support and Expansion Project funding to enhance and grow local CIT programs; and

WHEREAS, StarkMHAR was notified of approval of the application and the Ohio CIT Support and Expansion Project which was backdated to begin November 1, 2021; and

WHEREAS, StarkMHAR wishes to begin start up activities of the grant; now therefore be it

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Richard Bennett, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Finance and Executive Committees, SFY 2022 budget adjustment of the aforementioned funds for the support of services in Stark County as detailed below:

Revenue

Federal Revenue	\$ 35,000
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Expenses

Board Administered Grants	<u>35,000</u>
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Net Income

	<u>\$ 0</u>
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and, be it further

RESOLVED, StarkMHAR does hereby authorize the transfer of appropriations from one account to another account within Fund #685 StarkMHAR, and therefore, be it finally

RESOLVED, StarkMHAR does hereby authorize the execution of the documents necessary to accomplish the intent of this resolution, including but not limited to appropriation, encumbrance, and disbursement of funds

Ayes: R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

4. Resolution 22-01-038 -- PartnerSolutions Budget Adjustment

Sharla stated that PartnerSolutions added the Data Systems Supervisor position to the Table of Organization in June. The current PartnerSolutions budget needs to be adjusted because of this new full-time position.

WHEREAS, PartnerSolutions Data Analytics (PSDA), a department of StarkMHAR, added the position of Data Systems Supervisor to the Table of Organization on resolution 21-06-048; and

WHEREAS StarkMHAR is recommending that the current PartnerSolutions PartnerSolutions budget be adjusted as a result of this full time position addition; now therefore be it

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Kathy Catazaro-Perry, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Finance and Executive Committees, SFY 2022 budget adjustment of the PartnerSolutions Data Analytics funds for the addition of the position as detailed below:

<u>Revenue</u>	
Revenue	\$ 0
<u>Expenses</u>	
PartnerSolutions	<u>53,383</u>
<u>Net Income</u>	<u>\$ (53,383)</u>

and, be it further

RESOLVED, StarkMHAR does hereby authorize the transfer of appropriations from one account to another account within Fund #685 StarkMHAR and therefore, be it finally

RESOLVED, StarkMHAR does hereby authorize the execution of the documents necessary to accomplish the intent of this resolution, including but not limited to appropriation, encumbrance, and disbursement of funds.

Ayes: R. Bennett, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

VI. EXECUTIVE DIRECTOR REPORT

A. John Aller reported on the following:

- Agencies are still struggling with workforce shortages due to COVID.
- Akron Children's Hospital is interested in opening a behavioral health center in Canton, Ohio.

VII. CORRESPONDENCE/INFORMATION

A. There was no correspondence.

VIII. PUBLIC COMMENT

A. No public comment.

IX ADJOURNMENT

Pat Williams adjourned the January 27, 2022, StarkMHAR Board meeting at 5:03 pm.

Jill Machamer
Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Richard Bennett, Secretary
Stark County Mental Health & Addiction
Recovery



John Aller, Executive Director
Stark County Mental Health & Addiction
Recovery

