

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF WOOD COUNTY**

**OCTOBER BOARD MEETING MINUTES**  
**October 26, 2020**

**ADAMHS BOARD MEMBERS PRESENT:** Allan Baer, Brad Biller, Tonya Camden, Jessica Clements, Doug Cubberley, Leanne Eby, Judy Ennis, Stan Korducki, Leslie Miller, Hallie Nagel, Corey Speweik, Dan Lambert

**ABSENT:** Frank McLaughlin (E), Marc Jensen (E), Rachel Moore (E), and Cary Wise (E)

**GUEST:** Kathy Mull

**BOARD STAFF:** Deanna Stanton, Aimee Coe, Chris Streidl, Julie Launstein and Kathryn Shackleton

*The meeting was broadcast live on Facebook via Zoom for public viewing.*

**CALL TO ORDER:** Dan Lambert called the meeting to order at 6:01 p.m. Kathryn called the role and a quorum was present.

**CONSENT AGENDA:** Judy asked about the schedule of bills, if we do not pay bills until Board approval, or if we just ask the Board for approval. Julie confirmed that these are bills that have already been paid, and require Board approval. Corey then spoke in regards to the meeting minutes for October 13, and how he is listed as absent. As he was present at 5:30 PM, when the meeting was scheduled to start, and it was called at 5:35 PM due to lack of quorum, he would like the minutes to reflect that. Through discussion, it was determined that the meeting could not have taken place, so minutes were pulled from Consent Agenda. Doug Cubberley motioned to approve consent agenda with the requested amendment to minutes, Stan Korducki seconded. Vote was taken and none opposed. Consent Agenda approved.

**BOARD ACTION/RESOLUTION:**

**FY2021-15 Slate of Officers:** Judy Ennis motioned to approve this resolution, Leanne Eby seconded. This resolution is adopted by the majority of the Board. Resolution passed.

**FY2021-16 H.O.P.E. Fostoria:** Leslie Miller motioned to approve this resolution, Allan Baer seconded. This resolution is adopted by the majority of the Board. Resolution passed.

**FY2021-17 Cocoon:** Judy Ennis motioned to approve this resolution, Tonya Camden seconded. Doug asked if we had received the contract back from the Prosecutor's office, Julie informed that we had and it had been emailed last Thursday or Friday. This resolution is adopted by the majority of the Board. Resolution passed.

**FY2021-18 Board Staff Job Descriptions:** Allan Baer motioned to approve this resolution, Tonya Camden seconded. Corey informed that in review of the Human Resource-Account Manager position and the Executive Assistant position, that the pay ranges were far apart and the qualifications were similar, reflecting \$35-55K and \$30-46K respectively. Deanna stated that the ranges were taken from similar positions across the state. Chris informed that the position responsibilities were very different, and that the qualifications were not updated. Doug asked about organizational chart and was informed that all

employees are under Deanna. Leslie stated that if qualifications were similar that salary ranges would need to be similar. Dan indicated that the Executive Assistant position backs-up the Human Resource-Accounts Manager position. Corey reiterated that he is not saying lower the one salary range, but to raise the other. This would prevent us from having to revisit it sooner rather than later. Dan suggested raising the range for the Executive Assistant to \$49k, and Corey suggested matching the two ranges, to both reflect \$35-55K. Stan stated that it is in their fiduciary duty to ensure that the positions are within the proper range based on the OACBHA survey. Corey Speweik motioned to amend the Executive Assistant salary range to \$35-55,000, and Judy Ennis seconded. Roll was called and amendment passed. Doug clarified that the Criminal Justice/Special Projects Manager position is what we currently contract with Laura Fullenkamp for, and what the amount of that contract was. Deanna informed it is \$20,000 a year. Judy asked if we would do away with this contract, and Deanna confirmed that we would do away with that liaison and this position would be ours. There was further discussion in how the position and the contract would overlap, how we would need overlap for training before ending the contract, and when or how we would cancel the contract. Stan asked if we had money in our budget to cover this position, and was informed that with Cheryl retiring this allows room in the budget for this position. Stan again informed the Board that he was concerned with the Special Projects part of this position and how this is very different from the Criminal Justice liaison roll. Doug asked if we fill this position, what is our increase in personnel cost. Julie informed that it would be an increase in \$9-15,000 a year, depending on the decided pay for new employee. Roll was called to approve resolution. This resolution is adopted by the majority of the Board. Resolution passed.

**FY2021-19 Community Plan SFY2021-2022:** Brad Biller motioned to approve this resolution, Leanne Eby seconded. This resolution is adopted by the majority of the Board. Resolution passed.

**FY2021-20 WCESC K-12 Prevention:** Leslie Miller motioned to approve this resolution, Tonya Cambden seconded. This resolution is adopted by the majority of the Board. Resolution passed.

**FY2021-21 Annual Report (FY20):** Doug Cubberley motioned to approve this resolution, Stan Korducki seconded. Stan stated that after his years on the Board, and the amount of levy funds remaining that it speaks well to the County's confidence in the System of Care, and we should feel good about this. This resolution is adopted by the majority of the Board. Resolution passed.

**NEW BUSINESS:**

Judy Ennis: urged the executive director and the staff to look at ways we can attend meetings in person. She has attended 2 meeting this week in person, at the ESC and it worked well. Stan also stated that he is seeing more groups figuring out ways to meet and remain socially distant, while also allowing others to remote in. Dan also attending a training at the ESC with approximately 30 people in attendance.

Dan Lambert: mentioned the ad the Commissioner's placed in the BG Independent News about the Commissioner's ask for volunteer Board members.

Leslie Miller: asked about the article relating to the Cocoon's funding changing. Kathy Mull indicated that they experienced a 39% reduction in the Victim's of Crime Act Federal funding, this cut was state-wide. The article was to raise awareness in the funds reduction, and for public support. The numbers are higher than ever.

**PUBLIC COMMENTS:** Kathy Mull, Cocoon: thank board staff and members for continued support.

**ADJOURNMENT:** Judy Ennis motioned to adjourn, Leslie Miller seconded. Hearing no objection, meeting adjourned at 6:48 PM.

*Submitted by: Kathryn Shackleton, Secretary*

*Approved by*

*Dan Lambert* \_\_\_\_\_ *10/27/2020*  
*Dan Lambert, Board Chair, ADAMHS Board of Wood County* \_\_\_\_\_ *Date*