

**WOOD COUNTY ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD  
FINANCE AND ADMINISTRATION COMMITTEE MEETING MINUTES - Amended**

**November 19, 2020**

**COMMITTEE MEMBERS PRESENT:** Dan Lambert, Doug Cubberley, Frank McLaughlin, Stan Korducki, and Corey Speweik

**COMMITTEE MEMBERS ABSENT:** Hallie Nagel (E)

**ADAMHS BOARD STAFF PRESENT:** Deanna Stanton, Julie Launstein, and Kathryn Shackleton

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

**CALL TO ORDER:** Stan called the meeting to order at 12:00 PM

**NEW BUSINESS**

**Schedule of Bills (October):** Stan opened the floor for any questions. Corey asked about InTech. Julie explained that the InTech is because we had to replace a computer. Dan asked about quoting out our IT, Deanna informed that we did request quotes from 3 different companies (InTech, Computol, and Perry ProTech). Julie said this has the potential to save us money since phones will be VOIP instead of phone line. Dan offered to look over the quotes we receive. Frank asked about how PPE we are getting for \$1,800, and Deanna and Julie provided a run down of the things we have purchased and who we have purchased for.

**Financial Reports (October):** Julie had nothing of note, CRC is a little behind but they are working on getting caught up. Dan had some questions about Harbor's spending and how it seems to be they are underspending and also what Harbor's TIP is. Julie informed that some of this is due to them being understaffed. Stan also commented that some people voluntarily left employment or retired. Deanna explained what TIP is (Transition to Independence Program) for youth not yet ready to live independently.

**Agreement with WCBDD:** Julie explained this is a renewal agreement, that we have a high-needs individual that is shared between WCBDD and us. Client is currently trying to apply for additional funding. Contract is with Arlen for review.

**Amendments for SOR (No Cost Extension):** NCE for funds we have already received, so we have written amendments which are also with Arlen for review. We are in the process of filing for SOR 2.0, which would expire Sept 29<sup>th</sup> 2021, with additional year to take us through 2022. Julie explained which programs would be at risk if we did not receive funding, Zepf Recovery Housing is one of them.

**Mercy Hospital Contract:** Julie explained we have been without a contract for some time and how we had sent a contract to them over a year ago. Julie explained some concerns she has in regards to insurance and how Mercy would like to strike that section, and admissions documentation. Julie is unsure if the contract will be ready for review at the Board meeting this month.

**County Audit Results:** We received our county audit results, one comment regarding our credit card policy. After speaking with our County Auditor, we are in compliance and this should not repeat on the county-wide audit. Results can be reviewed at: <https://www.ohioauditor.gov/auditsearch/detail.aspx?ReportID=156332>

**Arrowhead Amendment:** This is because the original contract, the same as the last 2 years, we have spent our entire contract in just 3 months into this fiscal year

**ADJOURN:** Stan adjourned meeting at 12:30 PM.

*Submitted by Kathryn Shackleton, Secretary*

Approved by:

  
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Stan Korducki, Finance Committee Chair

  
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Date