

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

**JANUARY BOARD MEETING MINUTES
January 23, 2023**

ADAMHS BOARD MEMBERS PRESENT: Matthew Battiato, Judy Ennis, Scott Kleiber, Brandy Laux, Leslie Miller, Jason Morris, Hallie Nagel, Erica Parish, Amanda Sharp, and Frank McLaughlin

ABSENT: Allan Baer (E), Karen Baron (E), Dan Lambert (E), Rachel Moore (E), Corey Speweik (E)

BOARD STAFF: Aimee Coe, Laura Fullenkamp, Julie Launstein, Kaylee Smith, and Kathryn Shackleton

GUEST: Courtney Rice, Shari Schmitt, Melanie Vandyne, Jennifer Emahiser, John Fortner, Julie Carle, Kyle Clark, Kathy Mull, Victoria Graham

CALL TO ORDER: Frank called the meeting to order at 6:00 PM. Kathryn called the roll, and a quorum was present. Frank then stated that he appreciates the comprehensive Board report, which gets us through the meeting faster. Frank did have a question about Cocoon's upcoming agreement and what portion of the \$200,000 was the VOCA match. About \$45,000 was the VOCA match; the rest is Board funding. He also asked for an update on the 340 work group. Aimee responded that last she heard, they were requesting documentation from all the workgroups across the state, but no other updates have come through. Frank then asked about OneOhio. Kaylee explained the breakdown in funding but indicated that the state is facing litigation, so no additional funds have been released. Aimee said a meeting is scheduled for Thursday, and we may have more information after the meeting. Matt asked what the Commissioner's planned to do with the \$50,000 we (the County) received. Kaylee explained that Commissioner Dr. Bowlus is our representative for the Region. We may need to write a proposal to submit to Commissioner Bowlus, who will then review and determine if this will be county or regional funds. They have not requested proposals, but we hope the process is standardized at the meeting on Thursday. Frank clarified who the Coordinator of Strategic Initiatives is (Kaylee) and thanked her for the updates. HB45, Leslie asked about crisis funding reimbursement. Aimee stated that we are keeping an eye on this, but the legislation has already been passed, and we do not think we will be able to recoup any funds.

APPROVAL OF MINUTES: Judy motioned to approve the October and November Board minutes, Hallie seconded. No corrections or changes were requested. All present in favor, motion passed. Minutes approved.

APPROVAL OF FINANCIAL DOCUMENTS: Matt stated that Finance Committee did review the schedule of bills and financial report for October and November. Leslie motioned to approve the schedule and financial reports, and Brandy seconded. All present in favor. The schedule of bills and financial reports for October and November approved.

BOARD ACTION/RESOLUTION:

FY2023-13 Cocoon Agreement (VOCA): Judy motioned to approve this resolution, and Erica seconded. This resolution is adopted by the majority of the Board. Resolution passed.

FY2023-14 The Steady Path: Judy motioned to approve this resolution, and Jason seconded. This resolution is adopted by the majority of the Board. Resolution passed.

FY2023-15 InTech: Leslie motioned to approve this resolution, and Judy seconded. This resolution is adopted by the majority of the Board. Resolution passed.

FY2023-16 Community Assessment & Plan: Judy motioned to approve this resolution, and Amanda seconded. Laura was given the floor. She explained that this is typically an every two-year's process, but it is now a 3-year

process, with yearly updates. We used State and Local data and then planned how we would reach our goals in the next three years. Laura reviewed areas updated since the document was sent to the Board for review. As this is a Community Assessment and Plan, Erica asked if we scheduled meetings with the Community for input. Laura answered that we surveyed the Community. Erica asked if they had seen the final document, and Laura answered no. Aimee informed that the state walked through this step-by-step this year. Leslie thanked all staff involved. This resolution is adopted by the majority of the Board. Resolution passed.

FY2023-17 Job Description: Hallie motioned to approve this resolution, and Brandy seconded. This was discussed at the November Finance Committee and is the first opportunity to present to the full Board. It corrects a duty that was overlooked in the last review. Allows Julie to sign on behalf of the Executive Director. This resolution is adopted by the majority of the Board. Resolution passed.

FY2023-18 Staff Compensation: Frank informed us that this resolution authorizes a one-time payment of \$2,000 each for all Board staff, totaling \$12,000. Frank also mentioned that the Executive Director sets the salary and compensation for all staff. Including the Interim Executive Director requires a resolution. Judy motioned to approve this resolution, and Matt seconded. When the Finance & Administration Committee discussed this, Dan had concerns about this being enough to make a difference for staff. This funding comes from a salary line surplus of \$16,000 as of November. Dan wanted to wait a month or two and potentially make it more than this. After further discussion, the committee decided to move forward and present this as a resolution for Board approval. Matt stated there was extensive discussion, and the committee was in favor of this resolution. Leslie asked what other concerns were raised. Matt said it was a discussion, not a concern. The discussion included Dan wanting to wait to potentially give a higher bonus and Aimee stating that she was advocating for staff, but the committee wanted to include her. Frank mentioned that this first occurred during a discussion between him and Aimee. Judy asked about taxes for staff and if there was a way to make this more significant for staff. This resolution is adopted by the majority of the Board. Resolution passed.

NEW BUSINESS:

Allocation Timeline: Aimee indicated this is information only. A handout was given to board members, including the letter sent to providers and our proposed timeline. We aim to complete this in May, and June is our buffer. Agencies will have about a month to submit packets. We were looking for any feedback they might have. Erica asked about the County's fiscal year, and Julie responded that they use the calendar year. Erica asked if other non-funded partners could respond. Aimee answered that if they are OhioMHAS certified and not-for-profit. We can work with for-profit providers if there is no other provider in the county, as long as they are OhioMHAS certified. Matt asked how non-providers would know to submit a proposal if we don't send it to them. Aimee answered that, as far as we know, we are already working with all nonprofit OhioMHAS agencies in the county. Matt did wonder if we had to publish this somewhere. We will also be meeting with every agency to discuss proposals. Leslie did want to make sure we talked about the workforce. Hallie asked if meetings were changing dates to Wednesdays. Kathryn apologized for not updating the dates on the handout but will do that and email it out. Aimee asked about the Committee of the Whole for providers to present once to the Board. After discussion, we will hold a Committee of the Whole meeting in place of Program & Outcomes to allow providers to present to the whole Board.

OTHER:

Frank: Appreciates those who attended, as we have a quorum. He has been struggling these last few months with what to do about attendance. Frank will send a letter to everyone, including their attendance over the past year. Frank suggests that if members cannot commit the time, they consider stepping away from the Board for a while. He doesn't want anyone alarmed when they get this and appreciates everyone for what they do. He appreciates the effort.

Aimee: We are placing newspaper ads to recruit new Board members to fill the vacancy. We also wanted to gauge interest in a Board retreat. We are considering doing this in September, and topics could be levy planning or COQ/Bylaws. If there is interest in this, it is time to start planning. Frank notes that in a year, we will begin

serious levy discussions. Leslie thinks it might be a good idea to do this for team building and incorporating levy discussion. Frank mentions that, uniquely, we can use public funds to pay for levy campaigns. Julie notes that we do budget for this. September 15/16 or 29/30, Leslie asked when Black Swamp Fest was. Sept 8-10. Agreed to plan a retreat for Sept 30th, a one-day event. We will start making plans! Let us know if you have suggestions for speakers. Providers will be invited to attend.

PUBLIC COMMENTS:

Courtney Rice, NAMI: Thanked the Program committee for coming to see the new office and giving them the time to host the meeting. Upcoming programs: webinar with adult protective services, book club, spring class in March/April, BOLO for an annual dinner invite. She is also looking forward to the marketing presentation.

Kathy Mull, Cocoon: Thank you for passing the contract tonight. The number of people served continues to grow, and federal funding continues to shrink, so thank you for supporting service.

Leslie: I wanted to encourage everyone to consider the space we are using. Rotating during the Program committee and we have outgrown this office. She asked the Board to consider options. Aimee has contacted Carrie Stanley about the extension office on Dunbridge. We will be scheduling time to take a look at this. Greenbriar has suggested a few locations. We are touring the Sentinel-Tribune building on Friday at 11:30. Also, we are looking to renovate and expand this office space.

Victoria Graham, OGS: she is new here and just wanted to introduce herself.

AD HOC SEARCH COMMITTEE UPDATE:

Executive Session: Judy motioned to enter an executive session to discuss the employment of an Executive Director, and Leslie seconded. Roll was called, and all present were in favor. Motion passed. Board entered the executive session at 7:05 PM. Members of the public and staff left the room.

Leslie motioned to exit the executive session, and Judy seconded. Roll was called, and all present were in favor. Motion passed. Board exited the executive session at 7:38 PM. Members of the public and staff were invited back into the room.

ADJOURNMENT: Frank adjourned the meeting at 7:39 PM.

Approved by



Frank McLaughlin, Board Chair, ADAMHS Board of Wood County

Date

Submitted by: Kathryn Shackleton, Executive Assistant