

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

JANUARY BOARD MEETING MINUTES

January 22, 2024

ADAMHS BOARD MEMBERS PRESENT: Matthew Battiato, Karen Baron, Katina Bostic, Judy Ennis, Brandy Laux (5:30), Dan Lambert, Dr. Carol Mowen, Erica Parish, and Frank McLaughlin

ABSENT: Scott Kleiber (E), Leslie Miller (E), Corey Speweik (E)

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

GUEST: Melanie Vandyne, Jessica Schmitt, Julie Carle, Lori Linkwood, Commissioner Craig LaHote, Kyle Clark, Victoria Graham.

CALL TO ORDER: Frank called the meeting to order at 5:04 p.m. Kathryn called the roll, and a quorum was present.

COMMISSIONER REPRESENTATIVE: Commissioner LaHote is present to talk about reducing the size of the Board. We can go down to 15, 12, or 9. We currently have 12 members and six vacancies. Frank states that 18 has worked for others. Dan states that over the 5-6 years he has been here, we have had trouble meeting quorum, so he feels a smaller board may help us have more meaningful time for meetings. Judy mentions reducing numbers will happen through attrition. Commissioner LaHote mentions that State appointments have been difficult. Commissioner LaHote restates there is support for reducing board size through attrition. Frank asked if anyone disagreed with the board size, and there were no assenters. Dan asked what the best way was to decide on board size. Amanda states it is based on what best serves and represents the community. Katina states that if we are currently at 12, maybe we should stay at 12 members. Matt asked if we have to maintain components of the make-up, and Amanda answered yes. Karen agrees that 12 makes sense. Judy agrees. 12 is the number. Frank asked about a resolution template. Amanda will reach out to the Association and ask for this. Frank thanked Commissioner LaHote for his time.

BOARD REPORT: Frank asked about BIP and a foundation that may pay for this. Amanda states there is a foundation that is looking to fund regional-based but prefers state-based programming. We were invited to discuss the work we have been doing for violence prevention in schools. Amanda left the meeting discouraged that our program was not big enough. They encouraged us to keep working with the State to build this program. Frank mentioned the article from the Blade, which was included in the report. While reading this, he was reminded of how important our decisions are and our duty as board members. Anything else? Judy asked about Amanda going to Boston to present. Amanda informed that she is a national panel representative, discussing different ways states do the BIP programs. It is exciting to be invited to this. Amanda further mentions the eclipse planning we are doing as a community and encourages everyone to look into it. Amanda further explained the impact this could have. Judy mentioned the state department asked WBGU-TV to conduct a series of trainings on these, and the videos are available on their website.

APPROVAL OF MINUTES: Karen motioned to approve the October Annual Board Meeting minutes, and Erica seconded. All present in favor. Minutes approved.

APPROVAL OF FINANCIAL DOCUMENTS:

Schedule of Bills (September, October, & November): Matt states Finance met and reviewed the bills and financial reports. Some questions were discussed regarding the bills. Something that came up was that we reviewed bills that had already been paid. Matt asked why we do this. Follow-up on this. Amanda informs us that moving into bylaws revision and the training next week with the auditor of state, we need to clarify and

clean this up. Amand asked if anyone from finance was coming to the Bylaw committee on Friday, and Dan stated his availability has changed, but he plans to send his thoughts to Erica before the meeting. Erica asked if we have approved the budget, and these expenses are in the budget, so the payment is approved. We want to make sure this is very clear moving forward. Carol mentions there is nothing that states we need a finance committee; maybe we can dissolve the committee and the board can meet as a whole. Matt motioned to approve the September, October, & November Schedule of Bills; Carol seconded. Kathryn called the roll. All present in favor, schedule of bills approved.

Financial Reports (September, October, & November): No discussion on this item.

BOARD ACTION/RESOLUTION:

FY2024-14 CRC ARPA Capital Project: Judy Ennis motioned to approve this resolution; Karen Baron seconded. Amanda states this is just a resolution to approve the ARPA grant award as a capital project but has no impact on our capital projects; it is just being governed by that department. Roll was called, and all present in favor. This resolution is adopted by the majority of the Board. Resolution passed.

NEW BUSINESS:

Committee Meetings: There has been discussion in the last few months about what we are doing in committees. We are moving into the end of the year, where we typically have presentations from our providers. The current committee structure has been in place for at least ten years. Frank states that maybe it is time to discuss this. If we continue with P&O, we may need to look at different days and different times or do away with it. Carol proposes one meeting. Katina asked Amanda's opinion. Amanda provided insight into how this topic came up. Dan mentions that in 2019, this came up. Frank mentions that things like outcomes come up at the committee meetings but not at the board meetings. Frank states that with new board members constantly coming in, there seems to be a need for ongoing education. Dan agrees and states that by adding one member, you have to adjust meeting dates and times, so developing a rhythm for the meeting is difficult. Dan asked how much time has to elapse between meetings. Amanda states that having these meetings every two weeks seems to be a good flow during allocation season. If we do just one board meeting a month, we would have 4 and 5 presentations at one meeting. Aimee reminded us that we can schedule additional meetings if things come up. Amanda thinks every two weeks is the best choice. Dan asks what the reasons are that we wouldn't do this. Kathryn reminds them they can meet whenever they would like, it is up to them how and when they meet. Frank thinks this goes back to how much oversight the board feels is needed, and we are in a different place than we were a year ago. he doesn't feel we need this, but we can do it for allocations. Frank asked if we wanted to do a Committee of the Whole, while we get through this year? Amanda says we would need to establish a date and time for that single meeting, a full Board meeting, then we would have a longer meeting. Erica asked if we could have multiple meetings in the same week because it is allocation time. Frank, there is no reason they can't do this. Matt asked if it makes sense to have a committee of the whole and board and have presentations at each meeting. Amanda, yes, if we have two meetings a month, we can have 1-2 presenters at each meeting, then we can sit down and go through the proposal. Matt during allocation, his opinion is to have Committee of the Whole and Board meeting. Dan suggests two board meetings a month, and they can take action at any of them if needed. Amanda recapped the conversation; we can try going to 1 single board meeting, except for in March, April, and May, where we will have 2. We will need to nail down the date and time for this (next topic).

Board Schedule for FY24: We will leave the 4th Monday as a Board meeting, as that should be on everyone's calendar. The other meeting could be something in the 2nd week. Do we want to take over the finance time or have another Monday night meeting? The consensus was to keep it on Monday. In May, there is a conflict for Memorial Day, so we will meet on the 2nd and 3rd Monday or the 1st and 3rd. Brandy mentioned that in April, the 2nd Monday is April 8th, which is the eclipse. We will do the 15th and 29th in April. Frank asked if there was anything that needed to be covered in the committee meeting for February or if we could move it to the Board meeting. We will not be having committee meetings in February.

Levy Planning: Frank stated we started to talk about this at the Finance & Administration Committee. We may need to reach out to the Board of Elections. We have a timeline for the levy. We are consulting tomorrow with BJ Fischer, weather permitting. We are getting clarification from OACBHA's attorney for when we can start campaigning. This will be on our agenda next month for further discussion. Next month, we will need to decide what we will ask for and recommendations from the board staff.

OTHER

Marketing Calendar and Update: Kaylee provided a handout and passed out some documents, including a full calendar year list of events. There is a full report of the last six months, digital marketing, events, and how many people we have seen. We are right where we should be for budgeting. Working on updates to the website, newsletters, and podcasts. Kaylee also provided a sign-up sheet for those interested in volunteering for some events. We will email out the full marketing schedule. Levy's campaigning relies on board members. BJ will be helpful in planning. There are no dates for levy yet. Amanda is asking them to think ahead for the fair, as it was challenging for staff. Kaylee is confident in our ability to pass the levy, but appreciates feedback.

Carol asked about February meeting dates, and was answered that we will have a Board meeting only, February 26th.

PUBLIC COMMENTS:

Victoria, OhioGuidestone: regarding marketing, the staff is excited to help and feels supported by the board.

Kyle, ESC: January 31st is the next big date, and he passed out flyers for the youth survey. Prevention works. Survey data will be released at 1:30 on the 31st at ESC. There will be cake and coffee.

ADJOURNMENT: The meeting adjourned at 6:15 pm.

Approved by



Frank McLaughlin, Board Chair, ADAMHS Board of Wood County

Date

Submitted by: *Kathryn Shackleton, Executive Assistant*

