

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

EXECUTIVE COMMITTEE MEETING MINUTES

January 22, 2024

EXECUTIVE COMMITTEE MEMBERS:

Frank McLaughlin	Judy Ennis
Leslie Miller (Absent)	Matthew Battiato

ADAMHS BOARD STAFF PRESENT: Amanda Kern and Kathryn Shackleton

Frank McLaughlin called the meeting to order at 4:32 p.m. Kathryn called the roll, and a quorum was present.

APPROVAL OF MINUTES: Judy motioned to approve the November Executive Committee meeting minutes, and Matt seconded. All present in favor, minutes were approved.

NEW BUSINESS:

Board Committee: Amanda wanted to talk about this with the committee before we discussed it with full board this evening. Brandy will be late for the meeting, so we may want to push this back until she gets here. Amanda wants to discuss the plan for next 6 months, as there is a conflict in Brandy schedules. Unsure if we need to decide to continue with the committee's and elect a different chair, or if we should move to have a single committee meeting moving forward. Frank states by March we will be in contracts, so we are talking about what to do for February. This is the discussion for tonight, deciding if we are moving forward with the committee of the whole and then picking dates and times. Matt asked if we have Committee of the Whole, would we have finance as needed or would that be part of the Committee of the Whole? This would be up to the Board, and Matt states it depends on the bill situation discussed in the finance committee meeting. Amanda states when we do it separately, we could have a separate finance meeting to move things forward. The preference seems to be to have separate finance committee meetings. This is Matt's preference. There was further discussion of the make-up of the committee (the roster) and agenda topics for each. The Committee of the Whole will allow us to spread out presentations out, so we can do 1-2 presentations from providers, followed-up by funding request, recommendations, outcomes, etc, discussions with the Board. Amanda is working on the allocation timeline, so she would like to finalize the schedule for this but would like to see the time be at 5 pm instead of 6 pm.

Board Agenda: Frank asked if we knew who from the commissioner will be present tonight, and Kathryn answered Commissioner LaHote. Frank mentioned the Blade article we included in the ED report at his request, he plans to use this as a cautionary story, a warning. Lucas County is running a March levy, but Frank does believe they will pass it. Matt asked about something from Amanda's December report regarding the eclipse and the community disturbance, as this is the first time he has experienced this. Frank asked about the settlement for Rescue in Lucas County.

OTHER: Amanda states that per our understanding from bylaws, we need to present financials, not approve. We do plan to bring this to the bylaw committee meeting. Matt states that the BH Handbook, on page 55, addresses payment of bills, and Matt read this in the meeting. There was a discussion of budget versus contract. It also states the authority may be delegated. Kathryn responded that it had been delegated in the bylaw. Matt asked if a resolution was approved, and Kathryn answered yes. Matt states that if he were the director, he would take the responsibility or the liability. Amanda says that bills go

through the Auditor's office before they are paid, and Matt states the Auditor has no authority to question the bills. Matt then asked why they are approving bills after they have been paid. Amanda mentions how waiting for approval from the Board can cause our providers hardship. Matt asked how we paid the \$1,400 for candy and where that falls in the budget. Amanda answers a marketing budget line. Matt asked again why they approved them, and Amanda stated the bylaw says we have to report income and expenditure to the board, which is where that is coming from for transparency's sake. Frank is uneasy with our process and thinks we can tighten this up, as he hasn't been on a board that doesn't approve bills before they are paid. Matt is okay with this because we have the bylaw approved allowing it. Kathryn printed this for Judy and Matt to review as Frank was unsure this is what it says, and Amanda pulled other county's bylaws to compare. Judy read paragraph 9 and paragraphs on page 18 of the Bylaws. Matt disagrees that candy or flowers are considered routine expenses.

Amanda also mentions the wait time on contracts; it appears to be a 3-month wait time. Frank will talk to Linda about this. Judy offered, but Frank said he would talk to her, and if that didn't work, he would talk to Paul. Amanda states that it was our understanding that it was a 2-week turnaround, and we are attempting to confirm this with Linda, but we have not gotten a response. This is especially concerning as we move into contracts and allocations, and policy review.

Adjourn: Meeting adjourned at 5:02 pm.

Approved by: Frank W. [Signature] 2/26/24 _____
Board Chairperson Date

Submitted by Kathryn Shackleton, Executive Assistant