

Members Present: Albert Barber, Denise DePerro, Hal Farrier, Janice Hambleton, Audrey Kessler, Jeff Langstaff, Iris Meltzer, Roy Mosley, William Nome, Jennifer Schumm, Emily Schmidlin, Scott Swan

Members Not Present for Board Meeting: LaTasha Dukes

Board Staff Present: John Garrity, Karyn Kravetz, George DeBord, Rebecca Rood, Luke Barker, James Mosely, Linda Hankins

Guests: *Children's Advantage*: Kathy Regal, Bob King; *Coleman Health Services*: Bill Russell; *Axess Family Services*: Greg Musci, Renee Klaric; *Townhall II*: Tammy Hunter, Kurt Ruehr; *Hope Town*: Ted St. John; *Streetsboro Police Department*, Josh Bartholomew

William Nome called the meeting to order at 6:30 PM.

#### INFORMATION ITEMS:

1. Introductions and rollcall

The Quorum was met with 12 members present.

2. Staff reports: Regional/state/local issues

- a. Director's Report: A Director's Report was sent out in the Board mailing the week prior to this meeting. A copy of the report is on file with these minutes. John Garrity reviewed and updated the report.

The Boards' Culture of Quality site survey was conducted on February 26 and 27 and it went very well. We will officially find out the results later in March when the OACBHA Culture of Quality Steering Committee meets to award the new COQ certifications to Boards. Special thanks to our Director of Compliance and QI, Rebecca Rood, who headed up this tremendous effort.

We received the title and have now assumed ownership of our building. Repairs to both the roof and the HVAC system have been completed.

Hattie Tracy and I are meeting with both the Summit County ADM Board and the Trumbull County MHRB to discuss the partial use of crisis services with their providers during the construction of the new crisis center.

We originally set aside a total of \$350,000 in levy dollars for workforce development funding for our agencies. These funds are intended to be used as recruitment and retention bonuses for strategic positions. At the November meeting we brought motions requesting \$105,834 for Children's Advantage, and \$50,000 for Family and Children's Services (with an additional \$50,000 being awarded the following year). At the February meeting we requested \$127,000 for Townhall II. We are now recommending approval of \$171,512.00 for Coleman Health Services and \$30,000 for Hope Town. These final awards exceed the \$350,000.00 originally approved in the FY24 budget for Workforce Retention. The new total amount will be \$534,346.00.

The county has decided to discontinue the use of purchase orders for paying for services. There are four purchase orders which were previously approved by the Board but now have to be converted into contracts.

As Board Executive Director I am requesting the implementation of a Data Analyst and Projects Coordinator position. The Board's needs and responsibilities surrounding data analysis as well as our number of special projects have increased during the past few years. I believe this staffing would be appropriate and would better meet the present-day needs of our Board and Portage County. The position would work closely and be supervised by the Associate Director. Please see the copy of the job description, salary and benefits, and draft Table of Organization in your Board packet.

- b. Community Relations Report: A Community Relations report was emailed and mailed out with the Board mailing the week prior to this meeting. A copy of the report is on file with these minutes. Karyn Kravetz reported on activities and distributed a copy of the 2023 annual report.

There was a nice turnout at the Ceremonial Groundbreaking for the Portage Crisis Center held on March 1. Thank you to Board members Iris Meltzer and Al Barber for attending.

We convened the Portage Stepping Up committee in February to review the Criminal Justice Coordinating Center of Excellence's recommendations from the Sequential Intercept Mapping workshop that was held last June.

Crisis Center groundbreaking photo and article front page of Record Courier. Article in the Villager and Portage on the Youth Summit. Ads have been running on gambling & mental health awareness in The Portager. Billboards and grocery store cart ads are still running.

- c. Director of Compliance and Quality Improvement Report: A report was emailed and mailed out in the Board mailing the week prior to this meeting. A copy of the report is on file with these minutes. Rebecca Rood reported.

I submitted the Board's required Semi-Annual reports to their State and Federal specified contacts with information I obtained from the various agencies.

I worked on the Board's registration with SAM.gov to update and stay active. This is required annually. This is important because the Board needs an active registration to apply for SAMHSA grants and receive monies on our SAMHSA grants, such as our PMHAT with Kent.

The Board's Culture of Quality site survey was held on the 26th and 27th of February. Fonda Freeman from OACBHA and Kim Patton from Summit County performed the Board's survey review. It was a great interactive learning experience for Board Staff. We will find out the results of the survey later in March.

I would like to thank Iris Meltzer and Hattie Tracy for giving their valuable time to support the Board by participating in the required interviews.

- d. Clinical Manager's Report

A report was emailed and mailed out in the Board mailing the week prior to this meeting. A copy of the report is on file with these minutes. Luke Barker reported.

We will be partnering with Treatment Advocacy Center in the coming months to have training on AOT implementation for all community partners (i.e. Providing Agencies, Portage Courts, MHRB, etc.).

We (Portage County) recently were awarded a very competitive Youth Suicide Prevention Grant from the Ohio Department of Health, which will be led by the Portage County Health District, along with collaboration with the Portage County Suicide Prevention Coalition.

We are working with the Portage County court system on developing 'virtual' resources for individuals going through divorce, with the idea of having a 'virtual resource library' for individuals to access at any time.

### 3. Committee Reports:

- a. Finance Committee: Audrey Kessler reported on the committee meeting that was held just prior to this meeting. A copy of the meeting report, invoice lists, and agenda are on file with these minutes. 10 motions will be presented for approval.

- b. CEO/Executive Director Agency Reports:

*Children's Advantage:* Kathy Regal reported. The auditors reported at the agency's board meeting. Challenges with private insured patients and families with high deductibles. PQI report. School based serves fully staff – 19 staff members in the schools.

*Coleman Health Services:* Bill Russell reported on the agency's homeless outreach in another county, leadership academy internally, "Unmute the Uncomfortable", Sept 19 fundraiser, Strategic planning retreat, and hiring VP Housing Services.

*Family & Community Services/AxessPointe:* Greg Musci reported. PARC & OTTR are certified for recovery housing.

*Townhall II:* Tammy Hunter reported.

- Our board met on February 26th. We voted in 2 new board members: Matt Ferrell and Jared Hostetler.

- We will be launching the next round of DEA Youth Baseball programming in the Ravenna City School District. This will be starting in April and running through the end of the school year.
- We just received communication that VOCA (Victims of Crime) funds are going to be cut again this year. We are unsure of what that looks like for us right now. To prepare, we are looking at applying for an additional grant to cover those costs.
- We saw the highest month for revenue generation for February in Townhall II history.
- We have launched a statewide marketing campaign to promote our problem gambling treatment and prevention programming.

*Hope Town:* Ted St. John reported on the agency. 2 board members resigned. New board members will be in recovery. Ohio Recovery conference next week. Awards dinner – Hope on Wheels. One Ohio Foundation website for RFPs.

4. Public Comment: No comments.

AGENDA ITEMS:

1. Approve Agenda

MOTION I Harold Farrier moved to approve the agenda. Scott Swan seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

2. Minutes

MOTION II Scott Swan moved to approve the minutes of the February 12, 2024, board meeting. Al Barber seconded. No discussion. Motion carried. (Aye: 10 Nay: 0 Abstain: 2)

3. Business items

a. Approve Financial Motions

MOTION III Audrey Kessler moved to approve all invoices paid in February 2024. Harold Farrier seconded. No discussion. Motion carried. (Aye: 11 Nay: 0 Abstain: 1)

MOTION IV Audrey Kessler moved to allow the Executive Director to contract with Coleman Health Services to provide Workforce Retention from July 1, 2023 – June 30, 2024, using levy dollars.

Vendor	Contract	Not to Exceed Amount	Grant Period
Coleman Health Services	Workforce Retention	\$171,512.00	7/1/2023-6/30/2024

Janice Hambleton seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

MOTION V Audrey Kessler moved to allow the Executive Director to contract with Hope Town to provide Workforce Retention from Jan 1, 2024 – June 30, 2024, using levy dollars.

Vendor	Contract	Not to Exceed Amount	Grant Period
Hope Town	Workforce Retention	\$30,000.00	1/1/2024-6/30/2024

Denise DePerro seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

MOTION VI Audrey Kessler moved to allow the Executive Director to contract with Portage County Jobs & Family Services to provide services to children in Portage County as a part of shared funding agreements.

Vendor	Contract	Not to Exceed Amount	Grant Period
Portage Co. Jobs and Family Services	Shared agreement services	\$450,000.00	2/1/2024-12/31/2024

Harold Farrier seconded. No discussion. Motion carried. (Aye: 11 Nay: 0 Abstain: 1)

MOTION VII Iris Meltzer moved to allow the Executive Director to contract with Portage County Board of Developmental Disabilities to provide services to consumers in Portage County as a part of shared funding agreements.

Vendor	Contract	Not to Exceed Amount	Grant Period
Portage Co. Board of Developmental Disabilities	Shared agreement services	\$50,000.00	2/1//2024-12/31/2024

Scott Swan seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

MOTION VIII Audrey Kessler moved move to allow the Executive Director to contract with Stark County Mental Health Board's PartnerSolutions to provide SmartCare services to process invoices from providers and provide data on clients served.

Vendor	Contract	Proposed Not to Exceed Amount	Grant Period
Stark County Mental Health Board PartnerSolutions	Process provider claims for reimbursement by MHRB to providers and provide data reports on those services.	\$30,000.00	1/1/24-6/30/24

Harold Farrier seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

MOTION IX Audrey Kessler moved to allow the Executive Director to contract with Stark County Mental Health Board's PartnerSolutions to pay SmartCare to provide services for Children's Advantage and Townhall II.

Vendor	Contract	Proposed Not to Exceed Amount	Grant Period
Stark County Mental Health Board PartnerSolutions	To pay for SmartCare services so Children's Advantage and Townhall II can have their service claims processed. MHRB then bills each provider for their share of costs.	\$65,000.00	1/1/24-6/30/24

Harold Farrier seconded. No discussion. Motion carried. (Aye: 11 Nay: 0 Abstain: 1)

MOTION X Audrey Kessler moved to allow the Executive Director to contract with +Detail to provide architectural services for the Portage County Crisis Center replacing DS Architecture.

Vendor	Contract	Not to Exceed Amount	Grant Period
+Detail	Architectural Services	\$50,000.00	1/1//2024-12/31/2024

Denise DePerro seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

MOTION XI Audrey Kessler moved to allow the Executive Director to sign a memorandum of Understanding with Hope Town to provide one-time funding to help them purchase a new building to be used as their office and other programming.

Vendor	Contract	Not to Exceed Amount	Grant Period
Hope Town	Purchase of building	\$40,000.00	3/1//2024-12/31/2024

Scott Swan seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

MOTION XII Audrey Kessler moved to allow the Executive Director to contract with Hope Town to provide Non-Medicaid Rides provided above those funded through the SOS 3.2 contract from the state. This will be with Levy dollars from Jan 1, 2024 – September 29, 2024.

Vendor	Contract	Not to Exceed Amount	Grant Period
Hope Town	Non-Medicaid Rides	\$92,914.00	1/1//2024-9/29/2024

Jeff Langstaff seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

b. Approve Personnel Committee Motion

MOTION XIII Iris Meltzer moved to approve the creation of the full-time position of Data Analyst and Project Coordinator with the suggested salary range of \$45,000 to \$65,000, and the updated Table of Organization. Audrey Kessler seconded. Discussion: Board Chair Nome asked audience member Ofc Bartholomew to share his thoughts on the need for this position. Ofc Bartholomew stated that years ago there was a part time Board person who helped with CIT and other duties, but the position was eliminated when a grant ended. He expressed how helpful it would be to have a person in this role and to expand even further. Motion carried. (Aye: 11 Nay: 0 Abstain: 1)

4. Comments by Board members: Moment of Silence for Officer Matthew Butcher.

Al Barber asked about the high deductible clients. Kathy Regal explained that Children’s Advantage continues to serve, but clients aren’t paying bills. Al commented that clients with methadone are having trouble, too.

5. Executive Session: Not needed.

6. Adjournment:

MOTION XIV Jeff Langstaff moved to adjourn. Scott Swan seconded. No discussion. Motion carried. (Aye: 12 Nay: 0 Abstain: 0)

The meeting was adjourned.

Respectfully submitted,

SIGNATURES

X



X Audrey Kessler

X Jeff Schuman