

MINUTES
Ashtabula County Mental Health and Recovery Services Board
February 28, 2022

The Ashtabula County Mental Health and Recovery Services (MHRS) Board met in a regularly scheduled session on Monday, February 28, 2022, at 5:30 PM. This meeting was held over the Zoom platform.

Board President Mr. Crawford called the meeting to order at 5:32 p.m. and asked for a roll call of members and staff in attendance.

Board Members in attendance: Mr. Mathew Crawford, Board President; Rev. John Werner (Joined at 6:02 PM), Board Vice-President; Ms. Pat DuPuy; Ms. Susan Deak, Board Secretary; Ms. Shonene McLaughlin; Ms. Deborah King; Mr. Jeff Wheeler, and Mr. Joseph Loftus.

The following Board Members were not in attendance: Ms. Megan Brunarski.

MHRS Board Staff in Attendance: Ms. Miriam Walton, Director, Ms. Bridget Sherman, Ms. Kaitie Park, and Ms. Lisa Battaglioli.

Visitors: Mr. Paul Bolino, Community Counseling Center; Ms. Melissa Fields, Signature Health; and Angi Daugherty, Family Pride.

APPROVAL OF THE MINUTES: The Minutes of the October 2021 MHRS Board meeting were reviewed. Ms. McLaughlin moved that the minutes be approved as submitted. Ms. Deak seconded the motion. Mr. Crawford called for a vote.

Mr. Crawford, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms. King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes.

Ayes were seven. Nays were zero. Motion carried.

FINANCIAL REPORTS:

FISCAL REPORTS—Ms. Walton asked the Board if they had any questions regarding the financial reports. Due to the cancellation of meetings because of the COVID-19 outbreaks in the county and around the state, the Board had previously received the October-December Board financial reports. In addition, the Board just received the January 2022 and the end-of-the-year June 2021 report for final review and acceptance. The June report closes out state fiscal year 2021. Ms. Walton also pointed out the new line on the financial reports that will allow her and the Board to monitor all carryover funds to ensure that carryover dollars are used prior to new funding. Ms. Walton mentioned that Mr. Campbell will be using the January 2022 financial reports during the Board training later this evening.

Motion to Accept Financials:

After some discussion, Ms. Deak moved that the October 2021 through January 2022 Board financial reports be approved as submitted and the Board accept the June 2021 financials

reports as the final reports for state fiscal year 2021. Ms. King seconded the motion. Mr. Crawford called for a vote.

Mr. Crawford, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms. King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes. Ayes were seven. Nays were zero. Motion carried.

REPORTS:

BOARD PRESIDENT'S REPORT: Mr. Crawford stated that the Board's Executive Committee will be planning to meet before the next Board meeting. Mr. Crawford also discussed the new emergency legislation that will allow the Board to meet remotely until June 30, 2022. Mr. Crawford led a discussion among Board members as to how they wanted to handle this option. Mr. Crawford reminded the Board that the MHRB Board is now the only occupants of the office building and that we must also be mindful of this fact. Staff safety when leaving after dark is important. The decision was made to offer a hybrid (virtual and in-person) option until June. Board staff will check with all Board members as to their preference before each meeting.

A. stated that he had nothing to report at this time.

B. DIRECTOR: Board Director's Report

1. Ms. Walton apologized for not having a Director's Report. Ms. Walton will have one for the Board for the March meeting.
2. AshtabulaNAMI has some trainings and groups coming up. You can find the information on the Board website. Please share it.
3. The Board is receiving around \$24,000 in COVID Relief funding. Ms. Walton will review how the funds can be expended and push it out. It can be used for PPE and barriers and other items that will mitigate the costs of changing how we did business due to COVID.
4. The Board is in the middle of our first Stakeholder Assistance Review (SAR) in eight years. In the past, these were conducted once every three years. Board staff had entrance interview with the state, and we are now working through the process. The State tells that we are first county being reviewed and thus helping to train new state staff. Ms. Walton will keep the Board updated and review the results with the Executive Committee and the Board.
5. Ms. Walton would like to amend the Signature Health contract by (\$5000) for the purpose of placing and servicing the NaloxBoxes around Ashtabula and at the County Jail. This amount is most likely more than what they will need for the remainder of the state fiscal year, but Ms. Walton stated that she wanted to have a cushion. If things go as planned, this initiative will continue going forward. Once the current boxes are placed, the Substance Abuse Leadership Team can discuss the purchase of additional boxes for other areas in the county. Right now, we are targeting the 44004-zip code due to data given to the Board by OhioMHAS and ODH last calendar year. Ms. Walton also stated that she is hoping that some of the boxes will be placed near AEDs and possibly assist with the stigma of using naloxone to save a life. Ms. DuPuy moved that the Signature Health contract be amended to include \$5,000 for placing and servicing NaloxBoxes. Ms. King seconded the motion. Mr. Crawford asked for a vote.

Mr. Crawford, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms.

King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes. Ayes were seven. Nays were zero. Motion carried.

UNFINISHED BUSINESS:

- A. **GRANT SEARCHES**—None currently.
- B. **QUARTERLY REPORTS**— Board members have the quarterly reports. They came with their materials. Ms. Walton asked if there were any questions about the reports. The Board members had no questions at this time.
- C. **COALLITIONS**—

Suicide Prevention—

Ms. Sherman reported that the Coalition has Have received the continuation funding for the SSOSPC Grant- to implement the EBP (gatekeeper trainings).

Prevention Coalition—

Ms. Park reported that the Coalition has just completed the County Youth Survey and are compiling the data for the Board, the County Health Needs Assessment, and the schools.

Housing Coalition—None.

- D. **CRISIS EXPANSION WORK**-- Ms. Walton updated the Board on the crisis expansion work. Mobile crisis has begun, and feedback so far has been excellent. The Board and the CIT Steering Committee are continuing to move forward with CIT training. However, it may not happen until early fall due to other required trainings the officers must receive before the end of the year.
- E. **MULTI-SYSTEM ADULTS PROGRAM**—Ms. Walton stated that the program is taking referrals. Program updates have been completed by OhioMHAS and the individuals referred now only must have 2 hospitalizations in a 12 month look back and we can spend up to \$8,000 per person per year.

NEW BUSINESS:

- A. **CY 2022 MEETING DATES**—Ms. Walton mentioned to the Board members that they should have the meeting dates in their materials. These are always subject to change but are posted on the Board's website. Any changes are also posted so that the public is fully informed of when the Board is meeting.
- B. **HEALTH OFFICERS for CALENDAR YEAR 2022**—Ms. Walton introduced the list of Signature Health and Community Counseling Center individuals who have completed the annual Health Officer training. Ms. Walton reviewed the role of the Health Officers and the required training. Ms. Deak moved that the Board approve the list of calendar year Health Officers. Ms. King seconded the motion. Mr. Crawford call ed for a vote.

Mr. Crawford, yes; Rev. Werner, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms. King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes. Ayes were eight. Nays were zero. Motion carried.

- C. **QUICK RESPONSE TEAM REQUEST**—Law Enforcement is requesting that the Board consider taking over the Quick Response Team Ohio Attorney General's Office grant beginning with SFY 2023. The goal is to institutionalize the team in the county. Law Enforcement approached the Board to see if we would be willing to take

over the grant as well as the central processes of the team. The Board would continue to use the process currently used, but the data would come to the Board directly and the Board staff would make sure the information gets to the Board's contract Providers and law enforcement so they can make the weekly contacts with individuals who have suffered an overdose. The Board would pay the invoices from Providers and Law Enforcement through the grant. Rev. Werner asked who would be responsible for oversight. Ms. Walton explained that the Board would be responsible, but the process would remain the same and we would not have many more duties than what we assist them with right now. Providing the information to those that go out and taking over the grant responsibilities would be the only changes. We already collect and prepare the outcomes data for the reports. Ms. Walton would just like the Board's approval to take this on should a review of the full grant show it would be feasible for the MHRS Board. Mr. Crawford asked if there were any additional questions. There were none. Mr. Crawford asked for a vote.

Mr. Crawford, yes; Rev. Werner, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms. King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes. Ayes were eight. Nays were zero. Motion carried.

- D. 120-DAY NOTICES**— Ms. Walton explained the 120-Day Notices and the requirement in ORC 340. Ms. Walton introduced the two versions of the notice based on what type of contract a Provider receives. Providers that bill in SmartCare get the larger contract and those that still invoice the Board get the smaller contract. The basic difference is the requirements needed to do electronic billing and fully inform the client of the billing process. Ms. Walton directed the members to the drafts of the notices they received with their Board materials. After the members reviewed the notices, Rev. Werner introduced the first resolution for Providers that bill in SmartCare.

**SFY 2023 120-DAY NOTICE
RESOLUTION
BEHAVIORAL HEALTH CONTRACTS FOR AGENCIES THAT BILL IN SMARTCARE**

The Ashtabula County Mental Health and Recovery Services Board (MHRS) recognizes that Ohio Revised Code Section 340.036(D) requires notice of the possibility that a contract may not be renewed or that substantial changes may be made to contracts with Providers for FY 2023.

The MHRS Board therefore directs the Executive Director to issue a 120-day notice to agencies that bill for their services in the SmartCare system which includes the following elements to providers as indicated:

1. Article 1--Added definitions of NPI and Uniform Guidance.
2. Section 2.10--The MHRS Board clarified that a decrease in funding of 10% or more is a Material Change. Prior references to material change in other parts of the Contract now reference the amended definition.
3. Throughout the contract the MHRS Board made numerous technical and grammatical corrections were made which did not substantially change the terms of the Contract.

4. There will be changes in allocations based on availability of funds through OhioMHAS. Amounts of final allocations will be disclosed as soon as information from OhioMHAS is received.
5. The MHRS Board reserves the right to make additional substantial changes to the proposed contract based on circumstances or requirements which cannot be reasonably ascertained at this time. Notice of such changes will be made as soon as reasonably possible.

Ms. King seconded the motion. Mr. Crawford asked for a roll call vote.

Mr. Crawford, yes; Rev. Werner, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms. King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes. Ayes were eight. Nays were zero. Motion carried.

Rev. Werner introduced the second resolution for Providers that do not bill in SmartCare.

**SFY 2023 120-DAY NOTICE
RESOLUTION
BEHAVIORAL HEALTH CONTRACTS FOR AGENCIES THAT DO NOT
BILL IN SMARTCARE**

The Ashtabula County Mental Health and Recovery Services Board (MHRS) recognizes that Ohio Revised Code Section 340.036(D) requires notice of the possibility that a contract may not be renewed or that substantial changes may be made to contracts with Providers for FY 2023.

The MHRS Board therefore directs the Executive Director to issue a 120-day notice to agencies that bill for their services in the SmartCare system which includes the following elements to providers as indicated:

1. Article 7.1—Defined insurance coverage required amounts.
2. There will be changes in allocations based on availability of funds through OhioMHAS. Amounts of final allocations will be disclosed as soon as information from OhioMHAS is received.
3. The MHRS Board reserves the right to make additional substantial changes to the proposed contract based on circumstances or requirements which cannot be reasonably ascertained at this time. Notice of such changes will be made as soon as reasonably possible.

Mr. Wheeler seconded the motion. Mr. Crawford asked for a roll call vote.

Mr. Crawford, yes; Rev. Werner, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms. King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes. Ayes were eight. Nays were zero. Motion carried.

E. CONNEAUT MUNICIPAL COURT SPECIALIZED DOCKET—Ms. Walton informed the Board that Judge Iarocci has been in discussion with Board staff concerning assistance with developing a specialized docket focusing on individuals involved with the court with a mental health diagnosis. He would also allow for

those individuals who have a co-occurring mental health and substance abuse disorder. Ms. Walton stated that Board staff are looking at assisting the court with an Office of Criminal Justice Services grant but as a prelude to this process, Ms. Walton would like to offer the assistance of Ms. Wagner to help the court develop their program and participant manuals so that the court can apply to the Supreme Court for certification. Board members had some questions and agreed it was a good use of resources.

- F. REMOTE AREA MEDICAL**—Ms. Walton updated the Board on the local RAM happening the first weekend in April. The Board has been very involved with the RAM the first two years and we plan to have a vendor table at this year's event as well. The event will be run with COVID precautions and staff will not be required to volunteer to help but we will have a presence. Ms. Walton also asked the Board about donating to the event. Rev. Werner asked what donations are used for and do they stay local. Ms. Walton stated that donations go to the local event to help support equipment, supplies and other needs to hold the event. If the Board would like to donate, we could do \$500 or \$1,000. Donors are recognized on the event T-Shirt. The larger the amount we donate the bigger the font. If the Board decides to financially support the RAM this year, the Board will also need to determine the amount of the donation. Rev. Werner moved that the Board donate \$1,000 to the local RAM event. Mr. Wheeler seconded the motion. Mr. Crawford asked for a vote.

Mr. Crawford, yes; Rev. Werner, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms. King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes. Ayes were eight. Nays were zero. Motion carried.

COMMUNICATION: None

ADJOURNMENT: Ms. Deak moved that the meeting be adjourned. Ms. McLaughlin seconded the motion. Mr. Crawford called for a vote.

Mr. Crawford, yes; Rev. Werner, yes; Ms. DuPuy, yes; Ms. Deak, yes; Ms. McLaughlin, yes; Ms. King, yes; Mr. Wheeler, yes; and Mr. Loftus, yes. Ayes were eight. Nays were zero. Motion carried.

The meeting was adjourned at 6:39 p.m. The next regularly scheduled Board meeting is set for March 21, 2022, at 6:30 p.m.

The Board then moved into the Board training. Mr. Scott Campbell, Board contract fiscal staff, conducted a state approved Board Training on financial oversight. Members of the public were informed that they could stay for the training if they chose to do so.

Mr. Matthew Crawford, Board President



Minutes Prepared by Miriam Walton