

MINUTES

Ashtabula County Mental Health and Recovery Services Board February 27, 2023

The Ashtabula County Mental Health and Recovery Services (MHRS) Board met in a special session on Monday, February 27, 2023, at 6:30 PM. This meeting was held in person with a Zoom option for the public.

Acting Board Secretary Ms. Susan Deak called the meeting to order at 6:38 p.m. and asked for a roll call of members and staff in attendance.

Board Members in attendance: Mr. Matthew Crawford, Board President on Leave; Ms. Susan Deak, Board Secretary; Mr. Alan Block; Ms. Pat DuPuy; Ms. Megan Brunarski; and Mr. Joe Loftus.

The following Board Members were not in attendance: Rev. John Werner, Acting Board President; Mr. Jeff Wheeler; Ms. Deborah King and Ms. Shonene McLaughlin.

MHRS Board Staff in Attendance: Ms. Miriam Walton, Executive Director; Ms. Kaitie Park Hart; Ms. Bridget Sherman; and Ms. Lisa Battaglioli. Board contractors Ms. Pat Wagner.

Visitors: Mr. Paul Bolino, Community Counseling Center ; and Ms. Sherri Sullivan, Family Pride (virtual).

APPROVAL OF AMENDED AGENDA: Mr. Block moved to approve the amended agenda. Ms. DuPuy seconded the motion. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Motion passes.

APPROVAL OF THE MINUTES: Ms. Deak asked if the Board had an opportunity to review the minutes from the January 23rd and 30th Board meetings. Ms. Brunarski moved that the minutes of the January 23rd and 30th Board meetings be approved as presented. Mr. Block seconded the motion. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Motion passes.

FINANCIAL REPORTS: Ms. Walton reviewed the February Financial reports. Ms. Walton reminded Board members that we have been trying to deficit spend. Ms. Walton pointed out the Profit and Loss report that shows the carryover as well as the deficit spending that has been happening. Mr. Block asked about the transposed number from the December report that was corrected in January. Ms. Walton stated that the issue was corrected and paid out to the Forensic Center January. Ms. Brunarski asked about Stasny Road Racing. Ms. Walton explained that they are the organization that does the Suicide Awareness race timing and online registration, etc.

MOTION TO APPROVAL FINANCIAL REPORTS:

Mr. Block moved to approve the January 2023 financial reports as submitted. Mr. Crawford seconded the motion.

Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Motion passes.

REPORTS:

BOARD PRESIDENT'S REPORT:

Ms. Deak mentioned that Rev. Werner was not here due to illness in his family. Ms. Deak announced that it was again time to complete Ms. Walton's annual evaluation. Ms. Deak stated that Ms. Wagner would be sending the evaluation form out to Board members with a timeline for returning the evaluation. Ms. Wagner will then work with the Executive Committee to complete the process and present the results to the Board. The Board will then review the evaluation.

SEARCH COMMITTEE: Ms. Brunarski explained that the Committee met and developed the position description, the posting, and the timeline. There was some concern at the Board Association about the long delay in the timeline. Ms. Brunarski presented an adjusted timeline, and the Board members reviewed the new timeline. The Board then discussed the overlap in the timeline for onboarding the new Executive Director. Approved the job description and posting. The possible salary for the posting of \$90,000 to \$100,000 was discussed. Mr. Block asked about the posting if the person needs to live in Ashtabula. Ms. Brunarski stated that the Committee was recommending that the language in the posting state that this was preferred but not required. Ms. Brunarski stated that the Committee will make sure the full Board discussion is reflected in the description and posting once it is released. Mr. Block asked about the dates for getting letters and resumes to Ms. Freeman at the Board Association. Ms. Walton stated that will be corrected to reflect the updated timeline as approved by the Board. The Board Association will only be looking at whether the respondents meet the minimum statutory requirements then sending the resumes back to the Board indicating which ones do and which ones do not. Ms. Brunarski moved that the amended timeline be approved as submitted. Ms. DuPuy seconded the motion. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Motion passes. Mr. Block moved that the Board the position description, job posting and salary span be approved as amended. Ms. Brunarski seconded the motion. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Motion passes.

EXECUTIVE DIRECTOR'S REPORT

- A. Ms. Walton reviewed her written report. There were no questions from the Board members.
- B. Ms. Walton stated that some Board members have suggested moving up the time of the Board meeting. Board members discussed what would best for each of them. Many of the Board members stated that they would like to get done sooner in the evening so there was discussion around various possible start times. Ms. Walton stated that Board staff would send out a doodle poll to Board members so everyone

would have the opportunity to voice their preferences and we could discuss it at the next meeting

UNFINISHED BUSINESS:

A. BOARD GRANTS: Ms. Walton stated that the No Cost Extension budget changes were submitted but were already returned to the Board. The budget issue will be solved by the end of the week and resubmitted to OhioMHAS.

B. QUARTERLY AND COALITION REPORTS: Ms. Park Hart reviewed the quarterly reports. Mr. Block asked about the tools we need for the SMART goals. Ms. Park Hart reviewed the process used. Ms. Park Hart discussed the current work on expanding on the Community Assessment and Plan goals as well as looking at what measurements make sense for the programs and the Providers collecting the data.

C. CRISIS EXPANSION: Ms. Walton will be discussing with Signature Health spending some of their contract funding on the next level of crisis expansion as well as supportive services. Ms. Walton stated that she is not sure what the exact amount will be after reviewing the Providers expenditures thus far. Ms. Walton stated that there will be some additional cost for the remainder of the state fiscal year so she is asking the Board to approve an additional \$50,000 for Signature Health for mobile crisis services. Ms. DuPuy Pat asked about the crisis data and Crisis Intervention Team (CIT) training. Ms. Sherman stated that the crisis data is included in the Mental Health quarterly reports. Ms. Walton explained that the Board has been collecting crisis data for many years and explained why the CIT was cancelled as well as how we will try to work with the Sheriff's Department to provide the training for Law Enforcement in a more compact way. After further discussion Mr. Block moved that the Board approved an additional \$50,000 for Signature Health mobile crisis for SFY 2023. Ms. DuPuy seconded the motion. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Motion passes.

D. Ms. Walton and the Executive Committee looked at office space. Ms. Walton stated that the process is moving through some technical channels and once the County Commissioners give us the green light, we will be able to allow the Board at large to look at the space if they chose to do so. Ms. Walton is hoping to have the Board moved before she retires.

NEW BUSSINESS:

A. 120-DAY NOTICES: Ms. Walton reviewed the 120-Day Notices. Ms. Walton stated that the notices were reviewed and approved by our outside legal counsel. The language in the notices is very similar to last year as there are not many changes to the contracts. Ms. Walton reminded the Board that, until allocations are out, we have no assurances about what funding will be available or may change. Ms. Walton discussed the COVID emergency Medicaid changes and how that may impact the Board and our Providers or it may not. This year's notices had no language corrections, but because of the CAP changes, there will be some reporting changes for the Providers. These changes will be discussed with the Providers during SFY 2024 contract discussions.

Mr. Crawford the resolution for the 120-Day Notice for Providers that bill the Board through SmartCare (attached) Mr. Block seconded the resolution. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Resolution passes.

Mr. Loftus read the resolution for the Providers who do not bill in SmartCare (attached). Mr. Block seconded the resolution. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Resolution passes.

B. COMMUNITY COUNSELING CENTER CAPITAL PROJECT: Ms. Walton explained to the Board that Community Counseling Center would like to apply for capital funding through the Ohio Department of Mental Health and Addiction Services. These funds would be used to make the necessary changes to their new building to meet their needs. Ms. Walton stated that the state requires that the Board approve and support the application as a priority project in order for the project to be reviewed by the various state offices involved in the approval of the funding. Ms. Walton pointed out the resolution in front of the Board to approve this application. The language in the resolution is what OhioMHAS requires. Mr. Block asked about the language that states that the Board will "support and fund" the project. Ms. Walton explained that the operative words there for the Board were not the support and fund but as outlined in the application. Ms. Walton stated that she reviewed and submitted the application for Community Counseling Center to OhioMHAS and there is no Board commitment of funding in the application just support of the project as a Board priority for this state fiscal year. Ms. Walton also informed that the Board that there has been no other Provider interest in pursuing capital funding at this time. Mr. Block read the resolution aloud and moved to pass the resolution. Mr. Loftus seconded the resolution. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Resolution passes.

C. ASHTABULA METROPOLITAN HOUSING AUTHORITY: Ms. Walton stated that the Ashtabula Metropolitan Housing Authority has requested an increase in the administrative funding that we provide them for the HUD housing voucher grant program. Ms. Walton stated that the Board will need to make a decision about the request but that she is not prepared to make a recommendation to the Board at this point. Ms. Walton stated that she wanted to make sure the Board knew that she was in discussions with them and would have a recommendation soon.

D. Ms. Walton informed the Board that our program has been randomly selected by the Department of Housing and Urban Development (HUD) for a fiscal review. HUD sets aside 10 days for the review. The review will be conducted the last week in April and the first week in May. The HUD representative does not think our review will take that long as we only have one grant program, but they set that time aside as a standard practice.

COMMUNICATION: Ms. Walton pointed out the email from Geneva Area City Schools regarding Rachel's Challenge Program that the Board recently funded. The Board appreciated the thank you email.

ADJOURNMENT: Mr. Block moved that the meeting be adjourned. Ms. DuPuy seconded the motion. Ms. Deak called for a vote. Six, yes; Zero No; Zero Abstentions. Motion passes.

The meeting was adjourned at 8:14 p.m. The next regularly scheduled Board meeting is set for March 20, 2023, at 6:30 p.m.

Ms. Susan Deak, Board Secretary

Susan J Deak

Minutes Prepared by Miriam Walton