

MINUTES

Ashtabula County Mental Health & Recovery Services Board

April 15, 2024

The Ashtabula County Mental Health & Recovery Services Board met in a regular session on Monday April 15, 2024 at 5:00pm. This meeting was held in person with a zoom option available for the public.

Board President, Ms. Brunarski, called the meeting to order at 5:03pm and asked for a roll call of members and staff in attendance.

Board Members in Attendance: Ms. Susan Deak, Ms. Pat DuPuy, Ms. Deborah King (Vice President), Ms. Megan Brunarski (President)

The following Board Members were not in attendance: Mr. Joe Loftus, Mr. Joe Owens, Mr. Alan Block (Secretary)

MHRS Board Staff in Attendance: Ms. Kaitie Hart (Director), Ms. Bridget Sherman (virtual)

Visitors: Ms. Julia Evola, Mr. Jim Hyland, Ms. Kalee Peterson, Ms. Mary Ann Hill, Mr. Michael Murphy, Ms. Angi Daugherty

Approval of March Minutes: The minutes from the March 18th Meeting were reviewed. Ms. Deak motioned to approve the minutes as submitted. Ms. King Seconded the motion. Ms. Brunarski called for a vote:

Four Yes, Zero No. Motion Passed.

Financial Reports:

Ms. Hart briefly reviewed the reports and asked if anyone had questions. Ms. King moved to accept the March Financials, Ms. Deak Seconded. Ms. Brunarski called for a vote:

Four Yes, Zero No. Motion Passed.

Board President Report

Ms. Brunarski had nothing to report.

Executive Director Report

Ms. Hart reviewed her approach to her Director's Report, which will focus on the Community Plan/Board Priority areas. She discussed recent funds that were secured: Conneaut Municipal Renewal Court, Landlord Incentive Grant. Ms. Brunarski asked about the outreach for landlords, Ms. Hart discussed the planning around a landlord fair. Ms. Hart went on to discuss a Regional Crisis Stabilization Project that has been in discussion since pre-covid with Lake, Geauga and Ashtabula Counties – facility will be located in concord- most centralized location. Facility will include the crisis continuum—Lake County's Crisis call center, Mobile Crisis Dispatch, Crisis Intervention with observation (23 hour), and Crisis Residential (up to 14 days). Regional Collaborative is working to secure Capital funds for the project. Timeline for the

project completion is estimated for 2nd Quarter of 2026. Ms. Hart went on to update Board Members on NaloxBoxes throughout the county—these are the “first aid” boxes that hold naloxone that are placed near first aid or AED units. Dozens of units are installed across the county, with 10 more ready for install. Board discussed current trends around substance use that Naloxone does not impact (Wasp Spray and Xylazine). Ms. Hart discussed the meeting she attended with Law Enforcement and the Behavioral Health Unit at ACMC—working to ensure all needs are met and that people in need of hospitalization make it to the BH unit. Further discussions will be had. Ms. Hart mentioned that board staff met with new CEAAC task force detective who came from Columbiana County—he has a lot of outreach ideas to help get in front of Overdose/Crisis issues. He coordinated a meeting with the Columbiana Co. MHRS board, himself and the Ashtabula Board Staff to discuss ideas (April 30th). Ms. Hart also discussed with the board the concept of highlighting board-funded programs at the start of each monthly board meeting starting in the new fiscal year. Ms. Hart also explained that we had a resource booth at RAM over the weekend and over 220 people stopped at our table.

Ms. Brunarski mentioned that she likes the new approach to the Director’s Report.

Unfinished Business

- Landlord Incentive Grant- Already discussed in Directors Report
- Ms. Hart reviewed the progress on the new office space—it has been painting and we are awaiting final estimates for carpet/floor cleaning. We received a quote for office furniture (board room tables/chairs, and desk, chairs, filing cabinets and shelving for offices)—Need Board Approval. Ms. Brunarski had questions about bids. Ms. Hart explained that this company had the State Contract so additional quotes/bids are not necessary. Ms. Deak moved to approve the quote and move forward with the purchase of furniture. Ms. King Seconded. Ms. Brunarski called for a vote:
Four Yes, Zero No. Motion Passed.
- Ms. Hart discussed the upcoming Levy of which we are eligible to be on the November ballot, should the commissioners approve, though it is not likely we will be on the Ballot until the May, 2025 election. Ms. Deak’s, the levy treasurer, Board term is up as of the end of June, so a new levy treasurer will need to be named. Ms. Brunarski motioned to allow Ms. Hart to start conversations with the County Commissioners/Budget Commission around the upcoming levy.

New Business

- Sliding Fee Scale—Ms. Hart briefly reviewed the updated sliding fee scale. Ms. Deak motioned to approve the updated sliding fee scale, based on poverty guidelines. Ms. Brunarski Seconded. Ms. Brunarski called for a vote:
Four Yes, Zero No. Motioned Passed.
- Board Manual Bylaws- Updated bylaws reflect the changes of a 14 member board to a NINE Members Board. Ms. Brunarski moved to accept the changes made to the bylaws. Ms. King Seconded. Ms. Brunarski called for a vote:
Four Yes, Zero No. Motion Passed.
- Personnel Policy—Ms. Hart explained that our previous lunch and break policy needed some tightening up, so we updated it to directly reflect the County’s Lunch Policy. Ms. Deak moved to

accept the updated Personnel Policy as written. Ms. King Seconded. Ms. Brunarski called for a vote:

Four Yes, Zero No. Motioned Passed.

- Board Self-evaluation—Ms. Hart Discussed the Board Self-Evaluation and is asking Board Members to complete and turn it in at or before the next Board Meeting (May 20th).
- Ms. Hart mentioned that the OACBHA Mental Health and Addiction Conference will be held on June 3rd and 4th and we always open it up for Board Members to attend, if interested. If any Board Members are interested in attending, please let Ms. Hart know and will get everyone registered and hotel rooms reserved.
- Ms. Hart explained that the Board is in the process of hiring a Director of Quality and Clinical Operations, and interviews are scheduled for Thursday, April 18th.

Communications

NONE

Adjournment

Ms. King Motioned that the meeting be Adjourned. Ms. DuPuy Seconded.
Approved Unanimously, 5:40pm.


Deborah King, Vice President


Date