

Members Present: Albert Barber, Denise DePerro, Audrey Kessler, Iris Meltzer, Roy Mosley, William Nome, Valerie Root,

Members Not Present for Board Meeting: Dina Douglas, LaTasha Dukes, Jeff Langstaff, Emily Schmidlin, Jennifer Schumm

Board Staff Present: John Garrity, Karyn Kravetz, George DeBord, Terra Howell-Muth, Rebecca Rood, Joshua Collins, Gina Dufour, Laura Dotts

Guests: *Children's Advantage*: Kathy Regal; *Coleman Health Services*: Hattie Tracy, Bill Russell, Alyssa Perez; *Axess Family Services*: Mark Frisone, Renee Kleric, Greg Musci, Bella Amedeo, Courtney Tate; *Townhall II*: Tamera Hunter, Bob King; *Hope Town*: Ted St. John; *Community Member*: Fred Ahrens

The Quorum was met with 7 members present.

William Nome called the meeting to order at 6:35 PM.

#### INFORMATION ITEMS:

1. Introductions and rollcall
2. Staff reports: Regional/state/local issues
  - a. Director's Report: A Director's Report was included in the Board mailing the week prior to this meeting. A copy of the report is on file with these minutes.

John Garrity updated the board on the expenses paid for the Crisis Project since the January board meeting. Turner Construction is currently in possession of all the necessary building permits and has prepared the site for start-up of construction.

We are interested in transferring the CHS building that the Board currently owns, the new crisis center building, and the two parcels of land that they are situated on to Coleman Health Services after the completion of the entire project. There are several reasons for this that are explained in the Director's report. We are not bringing this item to the Board for a motion to vote on at this time. We are including this information for discussion in order to bring a motion for your approval at a future Board meeting.

John updated on Governor DeWine's FY26 Budget

We are not presenting the 2024 financial statements at this meeting because we received an unexpected notice from OhioMHAS of a review they would be doing. The virtual review began today and hopefully will be completed within a month. This is the first review of this nature that we have had since 2017. They told us this is something they are beginning to ramp up around the state. They indicated that it is related to a review they had of their handling of federal dollars. We will share a copy of the audit report with the board when we receive it.

The Shooting S.T.A.R. Bookshelf (Start, Talking, About, Recovery) is a donation through Family Solution Finder Learning Centers of 1,200 fully vetted Addiction Self-Help books. The purpose is to bring knowledge into forums where substance use disorders go and is impacting the lives of our families. These books are available to any community agencies interested in obtaining them for free. Please contact the Board if you are interested. John thanked Mark Frisone and Axess Family Services for storing the books for us as we do not have the space in our offices.

John is interviewing 3 prospective members for the Board. Also if you are interested in joining the Finance committee, please contact Audrey Kessler.

- b. Community Relations Report: A Community Relations report was included in the Board mailing the week prior to this meeting. A copy of the report is on file with these minutes. Karyn Kravetz reported.

Portage County students attended the Youth Summit that was hosted by Townhall II and led by national prevention facilitator Joe Markiewicz. The students reviewed the Oh Yes Youth Survey data from Portage County and discussed which issues were the priorities in their schools. They learned how they could create developmental assets in their school communities to help build protective factors to keep them and their classmates healthy and safe. A prevention specialist from Townhall II will meet with the students monthly to keep the groups on track with their projects. Iris Meltzer asked about last year's youth conference outcomes. Karyn said that several students from last year implemented their projects,

and she highlighted a program started by one of the students in Ravenna that provides hygiene products to students.

Karyn participated in OACBHA's Legislative Day in Columbus and met with Representative Steve Demetriou (District 35), Representative Heidi Workman (District 72), and Senator Kristina Roegner (District 27). Both Roegner and Workman are new to representing Portage County. John also recently met with Heidi Workman.

Karyn distributed 2 handouts. One is a new information sheet that explains SUD Residential Treatment & Recovery Housing levels and lists what is available in Portage County. This is a new insert for the Board Manual. The other is the FY24 Outcomes. They are compared to the FY23 outcomes.

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

The agency reports required by the Federal and State governments were received from the corresponding agencies and the summation of the reports were timely submitted.

All SOS4 contracts were fully executed and payments on those contracts were sent last week.

Rebecca successfully updated the Board's registration at SAM.gov.

Board members completed their ethics training for 2024.

There is a motion on the agenda to approve the following policy: Advance Payments to Contract Providers F&OP 5 -- This is a revision to an existing policy. The policy was submitted to the Portage County prosecutor for review and was approved. The revision incorporates the repayment of any advance and allows for advances greater than the Board's maximum cash advance amount in special circumstances.

The Board is required to collect from the various agencies outcomes for the Federal and State government to support continuation of the corresponding grant for that contract. These outcomes are created by government agencies to provide them with the necessary details they need. The outcomes may be quarterly and/or semiannually. The questions are not always the same, so we are not able to include these in the agency contracts.

In addition to the Federal and State outcomes, the Board has developed outcomes that are specific to our Board and the individuality of the agency and the program. These outcomes are attached to each agencies' contracts as attachment 2a, which provides the agencies notice of the outcomes the Board will be seeking to receive. The outcomes are semiannual.

- d. Clinical Manager's Report: A report was included with the Board mailing the week prior to this meeting. A copy of the report is on file with these minutes. Terra Howell-Muth reported.

Terra is continuing to work on creating a clinical audit process for contract agencies and hopes to get an initial audit completed before the end of FY25.

Terra is working on creating standards for Health Officer yearly training requirements, and renewal requirements (including a pink slip training).

Terra was invited to a discussion with Juvenile Court Psychological Services Director, and ICAT Coordinator regarding the plan to create a Community Rehabilitation Center in the empty space at the Juvenile Detention Center. The Court is looking to offer intensive residential treatment for youth facing complex emotional and behavioral health needs, substance use challenges, and/or problematic sexual behaviors.

Terra submitted a request to OMHAS for an additional funding allocation for the Hospital Access program (uninsured inpatient psychiatric hospitalization funds) – pending decision by OMHAS.

Terra is scheduled to co-facilitate another Mental Health First Aid training with staff from Coleman on 3/22/2025 at the Kent Free Library.

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. 3 motions will be presented to the board.

b. CEO/Executive Director Agency Reports:

*Children's Advantage*: No meeting. Representative Heidi Workman (District 72) visited the agency.

*Coleman Health Services*: Bill Russell reported. The agency board reviewed finances, updated on crisis center project, reviewed insurances, and moved and approved motions.

*Axess Family Services*: Mark Frisone reported. The COA accreditation went great. It was very comprehensive as the merger makes the agency a new organization in the eyes of COA.

*Townhall II*: Tammy Hunter reported.

- The agency board of directors met on 1/27/25
- Launched youth kickball DEA prevention program in the juvenile detention center
- Financial Audit was conducted
- Contingency planning for federal grant freezes

*Hope Town*: Ted St. John reported that the agency board met. Construction is underway. A course in AI has started. Ted has been invited to speak at conferences.

4. Public Comment: Courtney Tate, MAT Coordinator at Axess Family Services spoke about MAT services.

AGENDA ITEMS:

1. Approve Agenda

MOTION I Albert Barber moved to approve the agenda. Roy Mosley seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 0)

2. Minutes

MOTION II Albert Barber moved to approve the minutes of the January 13, 2025, board meeting. Denise DePerro seconded. No discussion. Motion carried. (Aye: 6 Nay: 0 Abstain: 1 – not present at January meeting.)

3. Business items

a. Approve Financial Motions

MOTION III Audrey Kessler moved to approve all invoices paid in January 2025. Roy Mosley seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 0)

MOTION IV Audrey Kessler moved to allow the Executive Director to sign a contract with the Portage Co. 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          | 1/1/2025-12/31/2025 |

Denise DePerro seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 0)

MOTION V Audrey Kessler moved to allow the Executive Director to contract with Coleman Health Services to provide Crisis Intervention Forensic Monitoring Services with State funding.

| Vendor                  | Contract   | Not to Exceed Amount | Grant Period       |
|-------------------------|--|----------------------|--------------------|
| Coleman Health Services | For Crisis Intervention Forensic Monitoring Services | \$14,517.00          | 1/1/2025-6/30/2025 |

Iris Meltzer seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 0)

MOTION VI Audrey Kessler moved to allow the Executive Director to contract with Hope Town to provide recovery housing in Portage County with added State funding dollars.

| Vendor    | Contract         | Proposed Not to Exceed Amount | Grant Period       |
|-----------|------------------|-------------------------------|--------------------|
| Hope Town | Recovery Housing | \$6,730.05                    | 1/1/2025-6/30/2025 |

Albert Barber seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 0)

b. Approve Revised Policy

MOTION VII Iris Meltzer moved to approve the revised Sec VII-A.1 FOP 5 Cash Advance Requests Policy as presented. Roy Mosley seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 0)

4. Comments by board members:

Iris Meltzer asked for volunteers for the Nominating Committee. Denise DePerro volunteered.

5. Executive Session: Not needed.

6. Adjournment:


MOTION VIII Iris Meltzer moved to adjourn. Albert Barber seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 0)

The meeting was adjourned at 7:16 PM.

Respectfully submitted,  
Laura Dotts

SIGNATURES

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