

Members Present: Albert Barber, Denise DePerro, Hal Farrier, Audrey Kessler, Jeff Langstaff, Iris Meltzer, Roy Mosley, William Nome, Scott Swan

Members Not Present for Board Meeting: LaTasha Dukes, Janice Hambleton, Jennifer Schumm, Emily Schmidlin

Board Staff Present: John Garrity, Karyn Kravetz, George DeBord, Rebecca Rood, Linda Hankins, Laura Dotts

Guests: *Children's Advantage*: Kathy Regal, Bob King; *Coleman Health Services*: Bill Russell; *Axess Family Services*: Mark Frisone, Greg Musci, Renee Klaric; *Townhall II*: Tammy Hunter; *Hope Town*: Ted St. John

William Nome called the meeting to order at 6:31 PM.

INFORMATION ITEMS:

1. Introductions and rollcall

The Quorum was met with 9 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.

As we discussed at the October and November meetings, the partners who own our building are interested in selling. As current tenants we have first rights to purchase. We were informed by the appraiser that the building would normally be appraised at \$475,000. The property was appraised at \$300,000. The primary reason for this lower amount is because we have an exceptionally good lease payment compared to market rates, and our lease can be renewed until 2040.

Purchasing would save us \$2,642 per month, or \$31,704 yearly in lease payments. If we purchased the building, we would incur about \$3,000 for insurance and utilities per year, giving us projected cash savings of \$28,000 per year. A purchase could be made with cash reserve funds and without needing to encumber an interest-bearing mortgage.

After much negotiation, the owners have agreed to a selling price of \$320,000. (We have agreed to replace the two HVAC units on the roof and do minor roof repairs that include sealing seams and cracks for total estimated costs of \$22,500).

We 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 for Children's Advantage and Family and Children's Services. At this time, we are requesting \$127,000 for Townhall II. We are still finalizing the award for Coleman Health Services and will bring that to the Board for approval at the February meeting.

The final renovations to our Boardroom include a state-of-the-art audio-visual system to allow us to stream our meetings as well as other Board committee meetings more professionally than we were able to with the temporary equipment we acquired during the pandemic. The cost was \$7,500 and we anticipate the new system will be a vast improvement.

The City of Kent is recommending that every business works remotely on April 8 due to the total eclipse. All the hotels are sold out, and large crowds and congested traffic are expected. The eclipse is during the afternoon, but there may still be traffic issues in the evening. We recommend holding our meeting on April 15th.

- 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.

The report included an election result map developed by an epidemiologist from Kent State University created for The Portager that gives a nice visual of how the voters in the county voted for the levy. It shows that we did very well throughout the county.

The annual Martin Luther King Jr breakfast will be held Saturday, January 13th at the Kent United Church of Christ from 9:30-11:30am.

- 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.

We are still waiting the NOSA from the State for the SOS3 year 2 contracts. Once we have the NOSA and any other necessary information, they will be sent to the Agencies to endorse.

I verified with Fonda from OACBHA, the Board's Culture of Quality site survey will be held on the 26th and 27th of February 2024. The one-hour interviews will be scheduled with an agency representative and a governing Board representative.

We are still waiting on a couple Board members to complete the online ethics training. Laura has forwarded reminders with the independent learning link in an email to the individuals who have not completed the training.

Laura has emailed everyone with the new Diversity, Equity, and Inclusion training link. The DEI training is from OhioCASA.org, it is a free online course.

The Board Staff has been working on completing their required DEI training.

As part of our ongoing work with Culture of Quality Certification, we are asking for approval of the following policy: ~ MP 17: Consumer, Family member, and Community Member Inputs. This is a new draft policy that was added as part of the requirements of the Culture of Quality.

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. 5 motions will be presented for approval. There is a small increase in the not-to-exceed amount for the purchase of the building.
- b. Personnel Committee: The committee met in November. Iris Meltzer reported that there will be one motion presented.
- c. CEO/Executive Director Agency Reports:

Children's Advantage: Kathy Regal reported.

- Board met December 13th.
- All Directors presented on clinical programs and services.
- Updated on Children's Holiday Party with 417 registered.
- Reviewed October/November Financial and status of annual audit.
- Reviewed 2024 meeting calendar.

Coleman Health Services: Bill Russell reported.

Family & Community Services/AxessPointe: Mark Frisone reported. Family & Community Services and AxessPointe merger is final. The new name for the combined agency is Axess Family Services. Mark thanked Ted St John for assisting FCS get Recovery Housing certified by the state.

Townhall II: Tammy Hunter reported. The agency board met in October.

- Our BOD didn't meet last month due to the holiday.
- The new building looks gorgeous. The 2nd floor is done and the 1st floor will be done within the next week or 2. After that we will start renovations on the other building and figure out a move out date for Prevention.
- Barb Wensel, CFO has retired and now all finance information is rolling to Kurt Ruehr. The guys are doing a fantastic job.
- Our MAT client caseload is growing. We are currently seeing roughly 120 active patients.
- We applied for our CARF survey which will be due May/June 2024.

- We finally got Ohio MHAS out to audit us for recertification of programs that aren't deemed. That audit went well.
- We are entering year 2 of Sanctuary implementation and all of our staff have been trained on this evidenced based practice for trauma informed care.
 - They have an annual networking conference in April that they have asked me to present at which should be fun.
- We will be working with the Portage County Health Department and the MHRB on a youth suicide prevention grant moving into the next year. Focus will be on suicide hot spots, training staff on what to look for with students, etc.
- We are now getting Narcan directly from ODH. We are considering a harm reduction vending machine.

Hope Town: Ted St. John reported on the agency. Ted reported that he has been doing some "Housekeeping" work.

- Announced new service for bookkeeping, accounting, payroll & taxes
- Announced new all in one insurance plan for all needs
- Announced some impact reporting figures for Hope Town 2023

4. Public Comment: No comments.

AGENDA ITEMS:

1. Approve Agenda

MOTION I Hal Farrier moved to approve the agenda. Al Barber seconded. No discussion. Motion carried. (Aye: 9 Nay: 0 Abstain: 0)

2. Minutes

MOTION II Denise DePerro moved to approve the minutes of the November 13, 2023, board meeting. Scott Swan seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 2)

3. Business items

a. Approve Financial Motions

MOTION III Audrey Kessler moved to approve all invoices paid in November 2023. Al Barber seconded. No discussion. Motion carried. (Aye: 9 Nay: 0 Abstain: 0)

MOTION IV Audrey Kessler moved to approve all invoices paid in December 2023. Denise DePerro seconded. No discussion. Motion carried. (Aye: 9 Nay: 0 Abstain: 0)

MOTION V Audrey Kessler moved to allow the Executive Director to allow the Executive Director and Board Chair to sign a purchase agreement for the property at 155 E. Main Street Kent, Ohio that we currently lease from WZW LLC for the continued day-to-day operations of the board. The purchase price is \$320,000 plus closing costs.

Vendor	Purchase Agreement	Not to Exceed Amount	Grant Period
WZW LLC	To purchase our current office space	\$330,000	1/1/2024-3/31/2024

Jeff Langstaff seconded. No discussion. Motion carried. (Aye: 9 Nay: 0 Abstain: 0)

MOTION VI Audrey Kessler moved to allow the Executive Director to contract with Townhall II to provide Workforce Development in FY24 using levy dollars.

Vendor	Contract	Not to Exceed Amount	Grant Period
Townhall II	FY24 Workforce Development (purchase order)	\$127,000	12/1//2023-6/30/2024

Roy Mosley seconded. No discussion. Motion carried. (Aye: 8 Nay: 0 Abstain: 1)

MOTION VII Audrey Kessler moved to allow the Executive Director to create a contract or PO with the following vendors as indicated:

Vendor	Contract	Proposed Not to Exceed Amount	Grant Period
Wells Fargo	To pay for monthly copier lease (Contract)	\$5,500.00	1/1/24-12/31/24
Jack Kohl Realty LLC	To pay monthly office rent of MHRB office (Contract)	\$8,500.00	1/1/24-3/31/24

Denise DePerro seconded. No discussion. Motion carried. (Aye: 9 Nay: 0 Abstain: 0)

b. Approve Policy Updates

MOTION VIII Iris Meltzer moved to approve MP 17: Consumer, Family member, and Community Member Inputs as presented. Jeff Langstaff seconded. No discussion. Motion carried. (Aye: 9 Nay: 0 Abstain: 0)

c. Approve Personnel Committee motion

MOTION IX Iris Meltzer moved to approve the updated Executive Director Position Description as presented. Audrey Kessler seconded. Discussion: It was clarified what minor changes were made to the description. Motion carried. (Aye: 9 Nay: 0 Abstain: 0)

4. Comments by Board members:

Iris Meltzer strongly urged the Executive director to provide comment regarding the draft Gender Transition Care Rule 5122-26-19 as proposed by the Ohio Mental Health and Substance Abuse Department. Her complete statement is on file with these minutes.

5. Executive Session: Not needed.

6. Adjournment:

MOTION X Scott Swan moved to adjourn. Jeff Langstaff seconded. No discussion. Motion carried. (Aye: 9 Nay: 0 Abstain: 0)

The meeting was adjourned at 7:12 PM.

Respectfully submitted,
Laura Dotts

SIGNATURES

X



X



X

