

Members Present: Albert Barber, Dina Douglas, Audrey Kessler, Jeff Langstaff, Iris Meltzer, William Nome, Valerie Root, Jennifer Schumm

Members Not Present for Board Meeting: Denise DePerro, LaTasha Dukes, Roy Mosley, Emily Schmidlin

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

Guests: *Children's Advantage*: Kathy Regal, Beatrice Florida; *Coleman Health Services*: Bill Russell; *Axess Family Services*: Mark Frisone, Greg Musci, Renee Klaric, Angela DeJulius, Crystal Alshire; *Townhall II*: Kurt Ruehr; *Hope Town*: Ted St. John; *Enough is Enough*: Rodney Mack and guest

Dina Douglas was sworn in by William Nome.

The Quorum was met with 8 members present.

William Nome called the meeting to order at 6:33 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 reviewed and updated the report.

The Board has chosen Turner Construction Company of Cleveland, Ohio to be the Contractor Manager at Risk for the Coleman Health Services Crisis Stabilization Unit and 23 Hold project through a rigorous open bidding process. We have also been informed by our Project Director at OMHAS that we need one additional resolution authorizing the Executive Director and Board Chair signature authority on all matters related to building the Coleman Health Services Crisis Stabilization Unit and 23 Hold Project with State Capital Dollars. Our previous motion passed at the special Board meeting in July was for signing authority only for ARPA funds.

We are requesting approval of a cash advance for Coleman Health Services to help with cash flow. This is due to the agency switching their Electronic Health Records and billing software, which has caused a delay in billing and the related payments. The request is for \$1,000,000 and the advance will be paid back by 12/15/2024. The Finance Committee had an extensive discussion regarding this request.

We have 2 new staff members, Terra Howell-Muth, Ph.D., LPCC-S as our new Clinical Manager, and Joshua Collins as our new Fiscal Specialist. Linda Hankins has been promoted to the position of Accountant.

Two new board members, Dina Douglas and Valerie Root, have been sworn in. Dina is a resident of Kent and is Director of Services and In-Home Clinical Supervisor with Bellefaire JCB in Summit County. Valerie Root is a resident of Ravenna and a longtime advocate for behavioral health services in Portage County. She and her husband Mike were instrumental in establishing Root House with Family and Community Services, the first residential treatment center for men in Portage County. Thank you to board member Jeff Langstaff and Axess Family Services CEO Mark Frisone for recommending them respectfully. We are still in need of additional board members as we have had several retirements in the last few months. Also, we are very much in need of additional Board members to join the Finance Committee as all three members who recently retired were on that committee.
  - 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.

The Board is hosting the Portage County Mental Health & Addiction Recovery Walk on Sunday, September 29 starting at 1:30pm at the Kent Free Library. We will have refreshments, information tables, and a few speakers before we begin the walk. We are inviting NAMI, our partner agencies, and everyone in the community to join us. We hope many of our Board members will join us also!

August 31 is Overdose Awareness Day, and we received some grant funding from the state to promote overdose awareness throughout August and September. We will have ads running in the Record Courier,

Villager, PARTA, the Portager, and on Spectrum TV. On Saturday August 31, the Board is sharing a table with Townhall II at the Haymaker Farmer's Market to distribute harm reduction supplies and treatment resources.

Portage County completed its 2nd year utilizing the Handle with Care program. 9 school districts participated this past school year, and 58 Handle with Care notices were sent. Now that Gina is working full-time at the Board Office, we will be able to work more closely with the police departments and schools to hold refresher trainings and meetings to enhance communications with the partners.

- 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.

Agencies were contacted regarding new semiannual and quarterly reports required by the State. All the required reports were compiled and submitted in a timely manner.

Each of the agencies have received their FY25 contracts. All the agencies' contracts have been finalized through the County except Coleman Health Services.

As part of maintaining our ongoing work with Culture of Quality Certification, we are asking approval of the GP 20: Use of Electronic Signatures policy. This is a new draft policy. I worked with the County Assistant Prosecutor in the finalizing of the policy draft. He would like the Board to also incorporate the "Electronic Signature Policy" of the data processing board. He feels that by doing so the "two policies working together should be sufficient."

### 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. There was extensive discussion regarding CHS's request for a cash advance. 6 motions will be presented for approval.
- b. Nominating Committee: Iris Meltzer reported that the committee met to nominate the board officers for FY2025. A motion will be presented.
- c. CEO/Executive Director Agency Reports:

*Children's Advantage:* Kathy Regal reported that the agency held their July board meeting and the quarterly staff meeting.

*Coleman Health Services:* Bill Russell reported.

- The agency's Board of Directors was meeting at the same time as this meeting.
- There was no meeting in July.
- The Changing Destinies fundraiser is scheduled for September 19<sup>th</sup>.

*Axess Family Services:* Mark Frisone reported.

- There was a ribbon cutting for the I PROMISE HealthQuarters a collaborative project of The LeBron James Family Foundation, AxessPointe and Coleman Health Services.
- AxessPointe has been certified with OMHAS.

*Townhall II:* Kurt Ruehr reported.

- The board did NOT meet in July which is a normally scheduled off-month.
- We will be having a Strategic Planning board meeting this Saturday to discuss the next several years of Townhall II's vision and mission.
- We had our CARF reaccreditation a few weeks ago. It went well. We anticipate another 3-year result but won't know for 6 weeks.
- AAS (American Association of Suicidology) is our 2nd accreditation for 988 and Helpline. That was today and went well. We expect a 3-year accreditation but won't know for about a month on this as well.
- People are using the harm reduction vending machine!! The most usage is for Narcan and Fentanyl Test strips.
- We signed an MOU with Summit County Domestic Relations Court to partner with them under service provision for families.

- We are looking at re-starting our gambling outpatient group program at the end of August. We have 7 clients who have expressed interest. Currently we have 2 staff doing the Gambling Treatment Certification courses, including the CEO. They will be finishing the 2nd three-day session at the end of this week.
- We are working on launching our DEA Educational Foundation Sports Program with the juvenile detention center.

*Hope Town:* Ted St. John reported on the agency.

- The grand opening for their new facility is scheduled for September 12<sup>th</sup>.
- Ted St. John has met with Judge Doherty regarding utilizing the work release program to provide automotive repair training to persons in the Portage County jail.

4. Public Comment:

Rodney Mack, director of Enough is Enough, shared information and updates on the program. He has earned his Peer Coach license. He provided information on the upcoming event Noone Heals Alone. He is looking into the possibility of getting a van that can be used to pick up individuals when they are released from the jail.

AGENDA ITEMS:

1. Approve Agenda

MOTION I Iris Meltzer moved to approve the agenda. Jennifer Schumm seconded. No discussion. Motion carried. (Aye: 8 Nay: 0 Abstain: 0)

2. Minutes

MOTION II Albert Barber moved to approve the minutes of the June 17, 2024, board meeting. Iris Meltzer seconded. Motion carried. (Aye: 3 Nay: 0 Abstain: 5 – not present at June meeting)

MOTION III Audrey Kessler moved to approve the minutes of the July 29, 2024, special board meeting. Jeff Langstaff seconded. Motion carried. (Aye: 6 Nay: 0 Abstain: 2 –not present at July meeting)

3. Business items

a. Approve Financial Motions

MOTION IV Audrey Kessler moved to approve all invoices paid in June-July 2024. Iris Meltzer seconded. No discussion. Motion carried. (Aye: 8 Nay: 0 Abstain: 0)

MOTION V Audrey Kessler moved to revise the Windsor Laurelwood FY25 contract from \$15,000 to \$75,000:

Vendor	Contract	New Proposed Not to Exceed Amount	Grant Period
Windsor Laurelwood	For indigent Psychiatric patients	\$75,000.00	7/1/2024-6/30/2025

Albert Barber seconded. No discussion. Motion carried. (Aye: 8 Nay: 0 Abstain: 0)

MOTION VI Audrey Kessler moved to provide a cash advance to Coleman Health Services to help with cash flow due to the agency switching their Electronic Health Records software, which has caused a delay in billing and the related payments.

Vendor	Memorandum of Understanding (MOU)	Proposed Not to Exceed Amount	Grant Period
Coleman Health Services	Cash Advance	\$1,000,000.00	8/12/2024-12/15/2024

Jennifer Schumm seconded. Discussion: Al Barber said that he attended the finance committee meeting specifically to understand the reason for the amount of this cash advance as it greatly exceeds the amount allowed by the board's policy for cash advances. After hearing the unusual circumstances and the plan for payback, he was convinced that the circumstances are unusual enough. In response to a question, the board was assured that there is enough reserves should another agency encounter such circumstances. Motion carried. (Aye: 8 Nay: 0 Abstain: 0)

MOTION VII Audrey Kessler moved to approve the Executive Director, Dr. John Garrity, and Board Chair, William Nome, Esq., signing authority on all matters relating to the Coleman Health Services Crisis Stabilization Unit and 23 Hour Hold Project using State Capital Dollars. The project address is 3922 Lovers Lane, Ravenna, Ohio 44266. Albert Barber seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 1 William Nome)

MOTION VIII Audrey Kessler moved to contract with Coleman Health Services to provide services to clients with funding from the Ohio Department of Opportunities for Ohioans with Disabilities as follows:

Provider/ Vendor	Contract	Proposed Not to Exceed Amount	Grant Period
Coleman Health Services	Opportunities for Ohioans with Disabilities (OOD) Admin Services	\$242,810.56	10/1/2024-9/30/2025

Jennifer Schumm seconded. No discussion. Motion carried. (Aye: 8 Nay: 0 Abstain: 0)

MOTION IX Audrey Kessler moved to approve the Mental Health and Recovery Board of Portage County to make the annual cash match to OOD on the Case Services Portion of the OOD contract with Coleman Health Services.

Provider/ Vendor	Contract	Proposed Not to Exceed Amount	Grant Period
Opportunities for Ohioans with Disabilities	Vocational Rehabilitation Services OOD will pay up to \$592,810.56, which includes our matching funds, for administration and direct assistance.	\$137,867.06	10/1/2024-9/30/2025

Jennifer Schumm seconded. No discussion. Motion carried. (Aye: 8 Nay: 0 Abstain: 0)

b. Approve Nominating Committee Motions

MOTION X Iris Meltzer moved to elect William Nome as Board Chair for FY 2025. Albert Barber seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 1 William Nome)

MOTION XI Jennifer Schumm moved to elect Iris Meltzer as Board Vice Chair for FY 2025. Audrey Kessler seconded. No discussion. Motion carried. (Aye: 7 Nay: 0 Abstain: 1 Iris Meltzer)

c. Approve Electronic Signature Policy

MOTION XII Iris Meltzer moved to approve GP 20 Electronic Signature Policy as presented. Jennifer Schumm seconded. No discussion. Motion carried. (Aye: 8 Nay: 0 Abstain: 0)

4. Comments by board members:

Al Barber would like to see the cash advance policy, F&OP 5, revised next month to address the limit. He also commented that there is a new nasal spray for epinephrine and warns that it looks just like a NARCAN nasal spray, so, recommends caution when using either. There is also concern that stimulants are often being laced with fentanyl.

5. Executive Session: Not needed.



6. Adjournment:

MOTION XIII Albert Barber moved to adjourn. Jeff Langstaff seconded. No discussion. Motion carried. (Aye: 8 Nay: 0 Abstain: 0)

The meeting was adjourned at 7:26 PM.

Respectfully submitted,  
 Laura Dotts

SIGNATURES

X   
 X   
 X 