

**BOARD MEETING**  
**For the**  
**MHDAS Board of Logan & Champaign Counties**  
**June 21, 2022 at 5:00**

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Board Members:

Present: Grant Varian, Greg Harvey, Chris Marlow, Sara Wright, Cheryl Wears, Reuben Mees, Paul Waldsmith, Eric Warrick Gwyn Stetler, Steve Terrill, Christina Barns-Remote  
Absent: Angela Haver

Staff: Tammy Nicholl, Adam Sorensen, Cecilia Yelton, Amy Metz

Others: Justin Weller and student

**I. Approval of Agenda**

Chair Mees called the meeting to order at 5:00, noting that there was a quorum and called for a motion to approve the meeting agenda.

**Waldsmith motioned to approve the agenda as presented. Wright seconded the motion, all in favor, none opposed, the motion carried.**

**II. Board Member recognitions**

Nicholl presented Grant Varian and Greg Harvey with gifts as they have completed their terms and are leaving the Board. She expressed gratitude and appreciation for the 20 years of service that Varian has given. She expressed enjoyment in having them on the Board and working with them. Nicholl also shared that new Board member Gretchen Lapp has been approved by OMHAS as a Logan County representative. She will begin her term at the September Board Meeting

**III. Urbana Youth Center**

Justin Weller gave a presentation about financial needs for the UYC. He has currently registered 550 student members that have attended and benefited from the Center. He highlighted the High School Equivalency Program and shared a success story about a young woman that his organization was able to help get a place to stay, a job, and her GED. He asked MHDAS for an additional \$30,000.00 in SFY2023 to assist with operations of the Center. Chair Mees advised they would table the discussion until later in the meeting when contracts for SFY23 are approved.,.

**IV. Review of Minutes**

A. Review of the Minutes from February 15,2022 Board Meeting. Mees called for review and any amendments.

**Sinnott motioned for approval of the minutes from February 15, 2022: as presented. Stetler seconded the motion, all in favor, none opposed, the motion carried**

B. Review of the minutes from Board BAP Meeting, May 17<sup>th</sup>, 2022: Mees called for review of the meeting minutes and any amendments.

**Varian motioned for approval of the minutes from May 17, 2022 as presented. Wears seconded the motion, all in favor, none opposed, the motion carried.**

## V. Committee Reports

A. *Buildings & Grounds Committee*: Harvey presented for the committee. During the April 26, 2022 meeting the committee went over the replacement of the front door on the TCN side of the 1521 N. Detroit St office building. Estimates came in at \$11,595.00 and they are going with that quote. They discussed hosting a staff cleanup day for the building. The HVAC system was replaced totaling \$9,437.00, the work was done by Reliant. The parking lot in Bellefontaine Recovery Zone was recently grated and leveled out at total cost of \$450.00.

B. *PEAC Committee*: Sorensen and Terrill presented for the committee. Terrill discussed the widespread behavioral health problem we have in the counties. Sorensen discussed the community transition with behavioral health. Residential Administrators has all documentation in order for the lawsuit pertaining to the dog bite incident. Insurance company for RA Inc and MHDAS is handling the case. **Renewed Strength Recovery House** needs to have their Recovery Housing Certification application to OMHAS by July 1, 2022 in order to receive Board funding in SFY2023. Sorensen has spoken to Pastor Mark, and he is aware that this needs to be done. This year there were 3 **Mini Grants** approved. Those receiving funds were **Team 4-H Club** receiving \$5,776.00, **Homegrown Yoga** totaling \$3,600.00, and **TWIMC/Davids Place Resource Center Project Launch** totaling \$4,200.00.

### C. Finance Committee

Scharf presented for the Board. The dashboard shows both provider and Board financial summary. The Budget to Actual, note 1 (Community Psych/Case Management) and note 4 (Permanent Residential) are both increased as a result of having a portion of FY21 SOR dollars (July-September) and FY22 (Oct-March) dollars included in the balances. SOR dollars for TCN and **Renewed Strength** are not accurate because we were waiting for **SOR Carryover** to be approved.

1. Board Financials: Various Board financials were discussed along with charts

2. Line Transfers: A line transfer for \$3,500.00 for Auditor/Treasurer Settlement Fees was discussed.

**Waldsmith motioned to approve the line transfer as presented. Harvey seconded the motion, all in favor, none opposed, the motion carried.**

2. SFY22 Revised Budget: A revised Budget for 4<sup>th</sup> quarter was reviewed. SFY22 Budget revision shows that an increase in funding from numerous sources and these funds were distributed to providers as per the original SFY22 budget.

**Waldsmith motioned to approve the Budget revision as presented. Varian seconded the motion, all in favor, none opposed, the motion carried.**

D. Personnel:

1. Board Policy changes were discussed. Nicholl presented for the committee.  
**Admin Policy 252** (new): In the recent audit, State auditor recommendation was for the Executive Director to annually share with the Board any amount of “points “that are accrued on the credit card and the plan for use of the points. The total current rewards value is \$1,183.15. Nicholl suggests that we may use the rewards towards purchase of some new furniture for the conference room.
2. **Admin Policy 160** (new): one suggestion is to define what protected health information refers to in the definitions policy (201).
3. **Personnel Policy 200**: this policy combined 203 & 205. Personnel Committee suggested taking out the definition of “immediate family”. This term is defined differently in multiple policies – we should develop a common definition for immediate family and include in policy 201 (Definitions). It can then be referenced in the policies that refer to the term. Another formatting suggestion would be to separate policy and procedures into section 1 and section 2 – a cleaner way to reference the sections so to easily find the paragraph information when discussing.
4. **Personnel Policy 201**: Add the definitions of “immediate family” and “protected health info”. Keep the appointing authority for Board members.
5. **Personnel Policy 202**: Add clarification around the appointing authority role in E.1. Again, take definition of “immediate family” out and reference policy 201. Delete the reference to keeping resumes on file for one year.
6. **Personnel Policy 204**: Just wording adjustments, change “they” in section F to He/She. No other suggestions.
7. **Personnel Policy 210**: Combines policy 210 and 211. Flex time, A. -change “employer” to Executive Director.
8. **Personnel Policy 212**: Updated position titles. Agreed that rate for cell reimbursement has not been updated for several years; should change to read “at a rate determined by the Executive Director”.
9. **Personnel Policy 213**: Separated out Emergency Closure into its own policy. Needed to update the holidays approved by the county commissioners. Moved the reference to personal days to the leave benefits policy 263.
10. **Personnel Policy 207**: Describes instructions for completing the I9 form. Updated to condense and reference the I9 form and have it attached.

11. Personnel Policy 208: Only update is to reference Policy 244.

12. Personnel Policy 209: Only update was to the position title.

Waldsmith motioned to approve the policy changes as presented by Nicholl. Sinnott seconded the motion, all in favor, none opposed, the motion carried.

## VI. Board Business

### A. Approval of SFY2023 MHDAS Proposed Budget

Scharf anticipates another revision for Q2 of the SFY23 when the final OMHAS allocations are released and the revaluing of real estate in Logan/ Champaign Counties are complete, thus providing a more solid Levy dollar figure.

Waldsmith motion to approve the MHDAS Budget as proposed, Varian seconded the motion, all in favor, none opposed, the motion carried.

### B. Approval of Provider Agency Contracts Proposals

1. Sinnott motioned for MHDAS Board Executive Director to negotiate a contract with TCN Behavioral Health for adult and children mental health, drug and alcohol services July 1, 2022 to June 30, 2023 as specified through the Budget Application Packet submitted. Total contract not to exceed \$1,575,000.00. Contingent upon MHDAS Board receiving sufficient funding. Stetler seconded the motion, all in favor, none opposed, the motion carried.
2. Waldsmith motioned for MHDAS Board Executive Director to negotiate a contract with Residential Administrators, Inc. for Board owned property management and residential services July 1, 2022 to June 30, 2023 as specified through the Budget Application Packet submitted. Total contract not to exceed \$409,647.00. Contingent upon MHDAS Board receiving sufficient funding. Wears seconded the motion, all in favor, none opposed, the motion carried.
3. Terrill motioned for MHDAS Board Executive Director to negotiate a contract with Recovery Zone for administration and peer recovery services July 1, 2022 to June 30, 2023 as specified through the Budget Application Proposal submitted. Total contract not to exceed \$195,000.00 Contingent upon MHDAS Board receiving sufficient funding. Varian seconded the motion, all in favor, none opposed, the motion carried.
4. Terrill motioned for MHDAS Board Executive Director to negotiate a contract with Coleman Health Services for Patient Navigator position at Mary Rutan Hospital and crisis stabilization beds., July 1, 2022 to June 30, 2023 as specified through the Budget Application Proposal submitted. Total contract not to exceed \$125,017.00. Contingent upon MHDAS Board receiving sufficient funding. Varian seconded the motion, all in favor, none opposed, the motion carried.
5. Varian motioned for MHDAS Board Executive Director to negotiate a contract with RTC Employment Services for Supportive Employment Services July 1, 2022 to June 30, 2023 as specified through the Budget Application Proposal submitted. Total contract not to exceed \$69,261.00. Contingent upon MHDAS Board receiving sufficient funding. Sinnott

seconded the motion, none opposed, the motion carried.

6. Waldsmith motioned for MHDAS Board Executive Director to negotiate a contract with Renewed Strength Recovery House for Recovery Housing, Peer Supportive Services, and Supportive Employment July 1, 2021 to June 30, 2022 as specified through the Budget Application Proposal submitted. Total contract not to exceed \$22,950.00. Contingent upon MHDAS Board receiving sufficient funding. Wright seconded the motion, none opposed, the motion carried.
7. Waldsmith motioned for MHDAS Board Executive Director to negotiate a contract with PASS Prevention Awareness Services for prevention services July 1, 2022 to June 30, 2023 as specified through the Budget Application Proposal submitted. Total contract not to exceed \$184,539.00. Contingent upon MHDAS Board receiving sufficient funding. Terrill seconded the motion, all in favor, none opposed, the motion carried.

**C. Approval of List of Additional Community Contracts for SFY23 :**

Nicholl Presented along with Scharf. Only noted change from list presented would be Urbana Youth Center and their increased request from \$10,000 to \$40,000 total in SFY 2023. After some discussion from the Board.

Harvey motioned to accept the Community Contracts with the change for Urbana Youth Center of an additional \$30,000.00. Total SFY allocation of \$40,000. Wears seconded the motion, all in favor, none opposed, the motion carried.

**D. Approval of SFY2023 Proposed Meeting Calendar**

Varian motioned to approve the MHDAS calendar as presented. Harvey seconded the motion, all in favor, none opposed, the motion carried.

**E. Nomination & Approval of SFY2023 Board Officers & Committees**

Nicholl presented that we have three open Board seats. It was discussed by the Board that Statler would be filling Mees' seat as Board Chair and Waldsmith agreed to be Vice Chair. Warrick agreed to take the Finance Chair position with Waldsmith staying on the committee, and Sinnott agreed to be Personnel Chair.

Waldsmith motioned to accept the Board changes as presented, Sinnott seconded the motion, all in favor, none opposed, the motion carried.

**VII. Executive Director Report**

**A. Ascend Innovations**

Nicholl and staff are excited about the new data collection and reporting services that will be coming in the new fiscal year. The discovery phase is complete now and their plan for beginning in SFY23 is to look at crisis data and design an alert system, to build reports for prevention services and to continue to define and build the data source access needed to have useful information for meeting community needs.



### **B. Resolution for ORC 340 Proposed Changes**

Nicholl reviewed the changes being recommended in Sub HB 523 regarding ORC 340 rules for ADAMH Boards. The changes are primarily involving Board composition, methods of contracting with providers, data sharing with other systems and ADAMH Board involvement in provider certifications. OACBHA is asking that all Boards pass resolutions in support of these changes.

**Harvey motioned to approve resolution in support of Sub HB 523 regarding the ADAMH Board's role outlined in ORC 340. Terrill seconded. All in favor, none opposed, motion carried.**

Nicholl shared the Champaign County Commissioners Resolution to establish a separate line in our County Budget for the levy funds to be moved from the PNC bank to the Champaign County Auditor. Logan County Election Board reports in talking with Secretary of States office that they would not advise moving the funds. Nicholl is going to seek more information from them

**Harvey motioned to give authority of Executive Director to move Levy funds after talking with Logan County Election Board about concerns from PNC bank to Board Funds. Terrill seconded the motion, all in favor, none opposed, the motion carried.**

### **VIII. Adjournment**

Reuben Mees  
Reuben Mees (Jul 8, 2022 16:22 EDT)

Jul 8, 2022

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Reuben Mees

Board Chair