

**BOARD MEETING**  
For the  
**MHDAS Board of Logan & Champaign Counties**

November 15, 2022, at 5:00 PM

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**MINUTES**

Board Members:

Present: Christie Barns, Chris Marlow, Gwyn Stetler, Rebekah Sinnott, Paul Waldsmith, Cheryl Wears, Sara Wright, Gretchen Lapp

Absent: Eric Warrick, Steve Terrill, Angela Haver, Reuben Mees

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

**I. APPROVAL OF AGENDA**

Chair Stetler called the meeting to order at 5:00 PM, noting that there was a quorum present. Stetler noted one change to the agenda is need for an executive session regarding personnel before adjournment. Stetler called for a motion to approve the meeting agenda.

**Waldsmith motioned to approve the agenda with one change noted for Executive Session. Sinnott seconded the motion, all in favor, none opposed, motion carried.**

**A. Board Members sign HIPPA Forms**

Nicholl asked that all the members signs and return the HIPPA form that was presented. At 5:15 Andrew Sokolnicki from Ascend Innovations joined via TEAMS and gave a presentation of the new dashboard they are engineering for MHDAS. They will use the data we receive from different providers and put it together in a meaningful format. Presentation lasted nearly 30 minutes.

**II. REVIEW OF MINUTES**

**A. Review of Minutes from August 16, 2022, Board meeting:** Stetler called for review and any adjustments to the minutes.

**Waldsmith motioned for approval of the minutes from August 16, 2022, Board meeting as presented. Sinnott seconded the motion, all in favor, none opposed, motion carried.**

**III. COMMITTEE REPORTS**

**A. Building & Grounds October 25<sup>th</sup>, 2022:** Waldsmith presented for the group. Need to recruit new members for the committee, Waldsmith and Jon Brown are only current members. RA is taking good care of Board properties. No new issues to report other than the entry doors on the TCN side of the building have been replaced. They look good and much more airtight.

**B. PEAC November 1<sup>st</sup>, 2022:** Sorensen presented for the group. TCN Behavioral Health: The 3-month average of data there are 50-65 walk in per month at all locations. Russells Point more than doubled and West Liberty had 150% increase in the MAT clinic. TCN Xenia is implementing a new SUN (See You Now) clinic and we hope to get data next quarter. School Navigator positions are in place at Triad, Bellefontaine, and Urbana. The 988 Call Center is being supervised by Julie Wilcox TCN outreach worker. Julie was pictured with other representatives from 988 call centers in a recent 988 publication. Residential Administrators: served 82 families this quarter. A long-time client of RA is moving out after 20 years due to health concerns. This is an amazing testament to importance of supported housing. The SOR grant continues to serve 6 families. Logan County held a Homeless Roundtable that was well attended by local leaders. The Homeless Shelter Board is looking to hire a part time Homeless case manager. Recovery Zone: Continues to use the SOR grant for peer support. They are serving 53 people with 6 peer support staff. One peer support staff was recognized for their paint skills and started painting groups at a local nursing home independently and getting paid. Coleman Professional Services: Continue to provide crisis assessments and linkage services to people being seen in crisis at the MRH ED. We are having difficulty in the transmittal of the data reports so have not gotten one yet for this quarter. RTC Employment Services:

Brandi Kinchen works closely with the specialty docket courts and continues to do good work getting participants involved in supported employment. Renewed Strength Recovery House: Pastor Mark and his team are working on getting Level 2 Certification. This will be required to receive future funding. They continue great experiences for the men living there with the tow truck business, vehicle repairs, welding, and carpentry work. Recently they had a resident sentenced by the Court to 15 months at the Recovery House instead of going to jail. PASS: Working on building connections and relationships in the community. They currently have prevention programs in Bellefontaine and Graham schools. Coalitions have been hard to build since Covid, but we are working on building new volunteers. The Behavioral Health Summit October 21, 2022 was a great success with over 30 providers attending. Mini-Grants will be available next year with \$24,000.00.

C. Finance November 3, 2022:

Waldsmith reported for the committee that the Board's financials look good, referring to Scharf to review the Board's financial statements in more detail. The Dashboard presented by Scharf noted that we currently have 9 months of operating expenses in reserves. Accounts payable shows a deferred covid carryover that is now on the Profit and Loss Statement. There will be budget revisions in Q2 that will reflect the several additional revenue sources, including added ATP funds. The revision will also reflect changes in personnel benefits. We spent 94% of SOR 2.0 funding allocation this year.

Supplemental and Line Transfers for the past quarter were reviewed for member's approval:

Scharf presented the first line transfer for \$4500.00 from tuition reimbursement to cover recruit and advertising and mileage.

**Waldsmith, motioned to approve the Tuition Reimbursement Line Transfer as presented. Barns seconded the motion, all in favor, none opposed, the motion carried.**

Scharf presented a supplemental line transfer for \$300,000.00 to increase the lines balances for grants, dues and memberships, professional services, and consultant services.

**Barns motioned to approve the Supplemental Transfer as presented. Sinnott seconded the motion, all in favor, none opposed, the motion carried.**

Scharf presented the third line transfer for \$19,500.00 from grants to repair and maintenance, and fees/settlement.

**Wears motioned to approve the Grant Line Transfers as presented. Waldsmith seconded the motion, all in favor, none opposed, the motion carried.**

Scharf presented a line transfer for \$69,450.00 from dues/memberships, audit charges, and grants for group insurance, salaries, rentals/lease and insurance buildings/equipment.

**Sinnott motioned to approve a Line Transfer as presented. Wright seconded the motion, all in favor, none opposed, the motion carried.**

An audit has not been set at this time.

**Resolution for Levy Funding See Attached**

Nicholl presented the rate resolution for the local property tax levy.

**Sinnott motioned to approve the Rate Resolution as presented. Barns seconded the motion. Metz assisted with roll call vote reading as noted on page #4 of the attached Resolution.**

D. Provider Financials : Scharf presented for the group. TCN is in better financial position this quarter than the close out of SFY22. The cash balance on for 1<sup>st</sup> quarter 2023 is \$502,120 less than



6/30/2022 because the MHRB FY23 allocation of (700K) was late in arriving. TCN North had a net loss Q1 FY23 of \$182,248 or 18.3% of the TCN overall loss. Nicholl suggests that there is one budget item from SFY22 that the Board still needs to act on regarding a request from TCN for use of a portion of their remaining SFY22 funding. At the last meeting the MHDAS Board had questions that Nicholl and Scharf were asked to look into before making a decision on two areas of the request. Nicholl shared updated info related to the MAT Clinic staff that has unfilled appointments and the youth psychiatry position that has a cost above the Medicaid and other payer rates. Nicholl and the Finance committee recommends to release MAT services reimbursement in the amount of \$33,317 and \$156,249 for youth psychiatry reimbursement.

**Waldsmith motioned to release \$33,317 for MAT clinic reimbursement and \$156,249 for psychiatry reimbursement as presented. Barns seconded the motion, all in favor, none opposed, the motion carried.**

RTC had no representation from the finance dept at the quarterly reviews and we are still monitoring the billing. They have invoiced \$17,315 in Q1 but only show \$12,000 in invoice support. They will spend down the \$5000 difference before invoicing in Q2. *Residential Administrators* borrowed \$100,000 because their AR is higher than desired, the funds were to pay bills until the money was received. As of now that loan has been paid back fully. The MHDAS Budget vs. Actual looks good. *Recovery Zone* Champaign County did not purchase a vehicle with the SOR funds thus leaving \$13,000. Champaign County RZ utilities were higher due to rate increases. Logan County RZ had miscoded some invoices for the phone and internet. Those corrections will be re-classed and will be reviewed in Q2. *Renewed Strength Recovery House* presented two spreadsheets with a base line of monthly invoices. They have an audit scheduled in November 7, 2022, and an onsite visit on November 8, 2022. Scharf will work on getting the results from RSRH. MHDAS provided a total of \$271,317.80 in SOR funding for FY22. MHDAS provided \$11,750 in Recovery House funding thus far in FY23. *PASS* did not present a quarterly review and will be working in Yelton going forward to get what information is necessary.

#### IV. BOARD BUSINESS

A Ascend – Dashboard Presentation: Presentation was held earlier in the agenda.

B. Board Office Cleaning Contract: Nicholl presented two estimates for cleaning services for the MHDAS office. Honestly Clean and Erica Baker. Nicholl shared that with little change in price from what MHDAS pays currently and Baker's knowledge of the Board office space and areas to be cleaned, we plan to move forward in contracting with Erica Baker for office cleaning to begin 1-1-23.

C. IT Contract: Nicholl ask Metz to go over the IT Contracts with the Board. Currently Aunalytics provides MHDAS with IT support. Since the merger of NetGain (previous provider) to Aunalytics the support provided is not meeting needs of the staff. Kloud9 from Cleveland and PDQ from Urbana both gave estimates to MHDAS. Both are comparable in support and price. PDQ offers new phones with a five-year contract that will save the Board \$15, 519.07 over the course of the contract. There will be a one-time cost of \$3,481.87. This is Option 4 of the estimate provided.

**Waldsmith motioned to go with option 4 of the PDQ estimate as presented. Wears seconded the motion, all in favor, none opposed, the motion carried.**

D. Contract w/ Logan Co Shelter Board \$10,000

Nicholl presented to the Board The Logan County Shelter Board has requested that we support a Liaison/case management position. At this time, we are not sure if the position will be full or part time and what organization they would be housed under. While there is a need for this position what it would look like is still being worked out. The Board agreed to table the discussion until further details are made available.

**Waldsmith recommends that the Board funds up to \$10,000 as long as the terms are deemed acceptable by our Executive Director. Sinnott seconded the motion as presented, all in favor, none opposed, the motion carried.**

E. Board Resolution for the Lutheran Community Services Capital Project

Nicholl presented to the Board. The MHDAS Board agrees to support the OMHAS capital project for the Lutheran Community Services in Logan County. This is a \$1.6 million capital project that received OMHAS capital funding as an earmark in the FY23-24 capitol budget to provide local congregate meals twice daily Monday through Thursday, to support the food pantry, thrift store expansion for furniture and some basic food items, and to provide office space for Bridges Community Action. It is understood that the MHDAS Board has no obligation for match for these OMHAS capital funds and there is no impact the Boards already established priority projects. As an earmark, the funding for the Lutheran Community Services Project comes from a separate budget line.

**Waldsmith recommends to accept the resolution as read. Lapp seconded the motion, all in favor, none opposed, the motion carried.**

Stetler ask for a motion to go into Executive session at 6:41 PM.

**Barns motioned to go into Executive session, Marlow seconded the motion, all in favor, none opposed, the motion carried.**

*Nicholl mentioned that she had not yet went over the Executive Director's Report and ask for a motion to return to Board business.*

**At 6:42 Sinnott motioned to return to Board business. Waldsmith seconded the motion, all in favor the motion carried.**

V. **EXECUTIVE DIRECTOR REPORT**

- A. OACBHA/OMHAS Updates: Nicholl presented that the SOS 3.0 (SOR) funding this year will have the potential to access 70% of funds that we had last year.
- B. School Navigator Positions: Nicholl presented that currently we have positions at Urbana City Schools, Bellefontaine City Schools, and Triad. West Liberty Salem at this time is still weighing their options. We hope to place Navigator positions at all 9 schools as long as each school is willing to share in supporting the position.
- C. Policy Revision Update: Nicholl has been working on the policy changes with Jim Evans. Currently there is still have a Christmas break deadline in place.
- D. Discussion of Board Training format: Nicholl discussed having an annual meeting to invite community leaders, providers and contract agencies to celebrate the work that is being done in Behavioral Health, to offer some awards, enjoy a meal and provide an overview of the work of the Board. Stetler mentioned that she had gone to another meeting Morrow County, and it was a great way to appreciate the staff. We would also like to do Board training thru funding from OACBHA. Yelton discussed the groundwater training that Nicholl, Sorensen, and Yelton have attended is now available to the Board thru a grant from OACBHA. It would be a three-hour training and we could plan for January of 2023. Yelton agreed to look into virtual options too, that Board members could access on their own.

At 6:55 the Meeting went into Executive session for personnel matters.  
The Board came out of Executive Session at 7:15pm

VI. **AUDIENCE COMMENTS**

None presented.

VII. **ADJOURNMENT**

There being no further business to discuss,

**Barns motioned to adjourn the meeting at 7:16 PM. Waldsmith seconded the motion, and the meeting was adjourned.**

*Minutes submitted by Amy Metz*

Dec 21, 2022

  
gwyn stetler (Dec 21, 2022 11:18 EST)

Gwyn Stetler, Chair

**Karen T. Bailey**  
**Champaign County Auditor**

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July 18, 2022

Re: Resolution Accepting the Rates

Enclosed you will find the Resolution Accepting the Rates. Please return one copy, signed by your board members, to the auditor's office by October 1<sup>st</sup>.

The Resolution provides an updated revenue estimate and the status of each levy in your district.

If you have any questions, please feel free to contact me at any time.

Respectfully submitted,

Karen T. Bailey  
Champaign County Auditor

Enclosures: 1 Resolution Accepting the Rates

***"Proudly serving the citizens of Champaign County"***

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE  
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND  
CERTIFYING THEM TO THE COUNTY AUDITOR**

The Board of Mental Health, Drug & Alcohol Services of Logan and Champaign County, Ohio, met in regular session on the 15 day of November, 2022, at the office of the office of Mental Health, Drug & Alcohol Services of Logan and Champaign Counties with the following members present:

Chris Marlow

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Paul Waldsmith

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Rebekah Sinnott

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Christine Barns

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Cheryl Wears

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Sara Wright

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Gretchen Lapp

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Gwyn Stetler

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Mrs Rebekah Sinnott moved the adoption of the following Resolution:

WHEREAS, This Board of County Commissioners in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year, commencing January 1st, 2023; and

WHEREAS, The Budget Commission of Champaign County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore be it

RESOLVED, By the Board of County Commissioners of Champaign County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said County the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

**SCHEDULE A****Summary of amounts required from general property tax approved by Budget Commission and County Auditor's estimated tax rate**

FUND	Amount	Amount	County Auditor's	
	Approved by Budget Commission Inside	Derived From Levies Outside 10 M Limitation	Estimate of Tax Rate to be Levied Inside	Outside
Mental Health Levy Fund		\$ 1,534,000.00 \$	.7	
		1,534,000.00		
	Total		.7	

**SCHEDULE B****Levies outside 10 mill limitation, exclusive of debt levies**

FUND	Maximum Rate Authorized to Be levied	Co. Auditor's Estimate of Yield of Levy
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**SPECIAL LEVY FUNDS**

Levy authorized by voters on November 2, 2021 not to exceed five years 2022, 2023, 2024, 2025, 2026	.7	\$1,534,000.00
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And, be it further

RESOLVED, that the Clerk of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of Champaign County.

M Christine Barns seconded the Resolution and the roll being called upon its adoption of the vote resulted as follows:

<u>Cheryl Wears</u>	<u>Yes</u>	<u>Sara Wright</u>	<u>Yes</u>
<u>Rebecca Sinnott</u>	<u>Yes</u>	<u>Christine Barns</u>	<u>Yes</u>
<u>Chris Marlow</u>	<u>Yes</u>	<u>Paul Waldsmith</u>	<u>Yes</u>
<u>Gwyn Stetler</u>	<u>Yes</u>	<u>Gretchen Lapp</u>	<u>Yes</u>

15 November, 2022.  
Adopted the \_\_\_\_ day of

Amy Metz

Clerk of the Mental Health, Drug &  
Alcohol Services Board, of Logan and  
Champaign Counties, Ohio

#### CERTIFICATE OF COPY ORIGINAL ON FILE

I, Amy Metz, Clerk of the Board of Mental Health, Drug & Alcohol Services Board within and for said County, and in \_whose custody the Files and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original resolution now on file with said Board, that the foregoing has been compared by me with said original and copied from the original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this 16 \_\_\_\_ day of \_ November, 2022.

Amy Metz

Clerk of the Mental Health, Drug & Alcohol  
Services Board of Logan &  
Champaign Counties, Ohio