

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

February 14, 2023, at 5:00 PM

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**MINUTES**

Board Members:

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

Absent: Angie Haver, Eric Warrick, Steve Terrill

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

Other: Jacob Estes (Municipal Court Judge Candidate)

**I. APPROVAL OF AGENDA**

Chair Stetler called the Board meeting to order at 5:03 PM and asked for a motion to approve the agenda. She noted that there would be an Executive Session towards the end of the agenda.

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

**II. REVIEW OF MINUTES**

Stetler asked members to review the minutes from the November 15, 2022, Board meeting and revise or approve as presented.

**Waldsmith motioned for approval of the November 15, 2022 Board meeting minutes as presented. Wright seconded the motion, all in favor, none opposed, the motion carried.**

**III. COMMITTEE REPORTS**

A. PEAC January 31, 2023: Sorensen presented an overview of the agency reviews for the members. **TCN** is reports an average of 64 clients a month receive assessments through the WIC. The West Liberty office continues to grow in services. See U Now (SUN) clinic started seeing patients on Fridays from 10-1 as a self-directed behavioral health urgent care in both Urbana and Bellefontaine. Patients see multiple professionals who work together for multiple treatment needs. **Residential Administrators** Sorensen told of a success story of a difficult to house client of RA that was able to get the help he needed and has been on a good path since. He has now been housed for two years with no problems. **Recovery Zone** has seen some administration changes. Kathy Zeller will now oversee both counties temporarily. They will be discontinuing the catering services for Head Start classrooms in Union Station and focusing on peer support. They have 1,199 hours of certified peer support to approximately 50 people in Q2. **RTC** continues to have successful employment outcomes. There were 24 new referrals and 13 successfully placed while 9 people were closed in Q2. **Renewed Strength Recovery House** is now a certified Level 2 Recovery House. They have made some improvements in the building and are continuing to do good things to support the men on their paths to recovery. **PASS**, the new prevention provider, is busy in the schools providing services in both counties. They are doing Botvin Life Skills and other evidence-based programming. They have two full time staff and still looking for one more. **Coleman Health Services** is doing great things in the emergency department at Mary Rutan. Olivia reported every person who was seen in crisis in December had a connection to outpatient services. 45% of those seen in crisis went home on a safety plan. **Other News and Coalitions:** The pilot program QRT (Quick Response Team) in Logan County will provide a community response to help those individuals that are in addiction crisis. Multiple organizations will be engaged the response with the ability for sharing of information between providers. **SOS:** Yelton has 2000 books (The Parents Handbooks) to distribute to schools in the community. The book explains how to talk to your kids about the various issues that may come up in elementary, middle, and high school. She has heard great feedback with those who have received them already. **Hope4Good:** Wright told members of a story of a mother who dropped her children off at JFS. They were able to meet with her and learn more about what was going on in her life and with the help of local churches, they were able to provide some support so she could continue parenting her children as a single mother. The Care Portal helped organize all

the needs very quickly. Currently Care Portal has five churches involved. *CIT*: Sorensen explained that mugs are coming to thank first responders. They will have a QR code on them for easy access to CIT report forms for officers with all police and sheriff's office jurisdictions.

B. Finance 02/01/2023:

1. Waldsmith reported on the Finance Committee meeting held on February 1, 2023, he referenced that the Board has 8.99 months in reserves. The Board's financial status is in good shape. Scharf then presented to the members that the reduction in revenue this quarter is primarily due to real estate taxes of \$615,000.00 and SOR 2.0 funds that were received in Q1. Also, SOS 3.0 funding had not been approved yet in the amount of \$330,000.00. The Q2 proposed budget revision is due to additional state grants that were received but not expected in the amount of \$199,945.00. Scharf presented line transfers to the Board. The Health Insurance Line saw increases as there was a 11.8% increase rates for the county and staff members enrolling in insurance that were not previously. The bulk of the transfers are due to working with three different budgets, state, federal and county, at the same time.

**Waldsmith motioned to approve the line transfer of \$69,450.00 for group insurance. Barns seconded the motion, all in favor, none opposed, the motion carried.**

**Waldsmith motioned to approve the supplemental request of \$275,000.00 to cover expenses as presented. Wears seconded the motion, all in favor, none opposed, the motion carried.**

**Waldsmith motioned to approve the line transfer of \$500.00 for Medicare as presented. Wright seconded the motion, all in favor, none opposed, the motion carried.**

**Waldsmith motioned for the Board to approve the Q2 budget revisions as presented. Barns seconded the motion, all in favor, none opposed, the motion carried.**

2. Provider Financials:

*TCN* has made some provider and admin staff changes. They have eliminated one adult and one youth psychiatrist and realigning some support staff. The North (Logan/Champaign) are 20% of the overall loss this quarter. They report this is largely due to COVID funds that were not received this year as well as staffing issues. Scharf talked with *TCN* about projected unspent funding in the amount of \$300,000.00 to \$400,000.00 this year.

*Residential Administrators* had no concerns in their financial reports.

*Recovery Zone* is going thru some administration changes with Kathy Zeller becoming the director of both counties at least interimly. They have confirmed a group to provide their audit in the next couple months. There is confusion about whether some of the budget figures are correct from their fiscal contractor. Kathy is working to get those ironed out.

*Coleman Professional Services* shows a loss of 2 million overall, at this time. Nicholl will be having a meeting with them soon to learn more about where that comes from and potential additional services they could provide locally.

*RTC* financials agree with amounts paid by *MHDAS*. Invoices are still higher than expected. We have capped their contracts and that will be all the Board will pay. Waldsmith, Sinnott and Lapp requested staff push again for them to provide transparency reasons for the increased billing.

*Renewed Strength Recovery House* completed the certification process. The audit was completed with no findings but suggestions for use of an accounting system. Nicholl is suggesting a finance software. The Board agreed to pay for the audit as a reimbursement.

*PASS* provided agency overall financials and they are slightly under budget for our Board area.

3. Audit Update: Scharf reported that she received notice from the state auditor that they plan to complete the audit by April 28, 2023.

At this time Guest Jacob Estes gave an overview of his experience working in Logan County and his goals in running for Bellefontaine Municipal Court Judge.

C. Personnel Committee January 17,2023

1. New Personnel Policy Manual: Nicholl presented to members that after working with Jim Evans & Associates, the new policy manual is now complete, including a new Salary Compensation Schedule. Nicholl recommends that the Board consider moving forward with the maintenance contract offer from Evans & Associates to provide consultation and policy revisions as the new policies are put into practice in the first year, especially with the change in leadership for the Board.

**Lapp motioned to accept the new Personnel Policy Manual as presented. Sinnott seconded the motion, all in favor, none opposed, the motion carried.**

**Waldsmith motioned to accept the policy maintenance service contract at \$1,800 annually with Jim Evans & Associates as Presented. Sinnott seconded the motion, all in favor, none opposed, the motion carried.**

D. Executive Committee

1. Executive Director Evaluation and Salary

Nicholl discussed her resignation with the Board at the November meeting, but her resignation was not approved with a vote from the Board. A copy of the letter with an effective date of the resignation being July 14, 2023, was included in the packet. Stetler ask the Board to review the resignation letter and minutes as presented.

**Barns motioned to approve the resignation of Executive Director Tammy Nicholl, effective July 14, 2023 as presented. Wears seconded the motion, all in favor, none opposed, the motion carried.**

**Waldsmith motioned to recommend a 5% salary increase retroactive to January 1, 2023, for the Executive Director based upon the annual evaluation. Wright seconded the motion, all in favor, none opposed, the motion carried.**

2. Mtg. December 6,2022 & January 10,2023

Stetler highlighted the two meetings of the Executive Committee since the last Board meeting in planning for the replacement of the Executive Director position. In the Dec. 6, 2022, the committee met to review Nicholl's evaluation and discussed plans moving forward. The Jan. 10, 2023, meeting included Fonda Freeman, from OACBHA. She shared experiences from other Boards in how the planning for a Executive Director can take place. She did stress the importance of the Board having a clear plan with timelines and expectations that are fair and move quickly to make decision. She cited incidents when the Board took too long in their process and decision making and lost good staff in the process. Fonda shared that there is no mandate for posting publicly for the position, and that when there is a strong #2 person that is qualified there can be a succession plan. If the Board desires to post the position and determine if there any additional qualified candidates, they can do so at any level desired by the Board. More will be discussed in the Executive Session at the end of the meeting tonight.

E. Buildings and Grounds Committee

Waldsmith presented for the group. With the committee only having three members, including Jon Brown, Tammy Nicholl and Paul Waldsmith, Brown is primarily in charge of the Board properties including this office, grounds and Recovery Zone sites and he can bring any needs/issues to be addressed to the Board as part of his regular quarterly update, all members agree that disbandment, of this ad-hoc committee, at this time is best.

**Sinnott motioned for the disbandment of the Building & Grounds Committee. Marlow seconded, the motion, all in favor, none opposed, the motion carried.**

#### IV. BOARD BUSINESS

##### A. Capital Projects

1. CHIP Grant w/ Recovery Zone: Logan County Recovery Zone needs to renovate the parking lot, make the front door handicap accessible, and a few additional interior updates. Residential Administrators would take any money for consultant fees out of their budget. and the Board could put those funds back up to the \$50,000 set aside for Capital improvements years ago. This would allow the Board to receive at least \$190,000 in CHIP funding for the project.

2. Residential Administrators: Renovations project 404 East Columbus/Madriver  
OMHAS capital staff, Deb Crockett will meet with Nicholl and Brown to go over the project and discuss matching funds.

3. Urbana Youth Center: Youth Resiliency Project  
Weller is not asking for a certain amount of funding at this time but hopes that the Board will continue its relationship after the new Executive Director is in place. Nicholl believes that good things are happening at the Center and the partnership is good for the community.

4. Lutheran Community Services Project  
Nicholl discussed with the Board that the building is now up, and they have received earmarked capital funding of \$200,000 from OMHAS but agreed to bring a request for assistance with items to furnish and complete the building to the Board. A list was provided of items the building still needed. Nicholl shared her conversation with Kim Collum, Exec. Director for Lutheran Community Services about the connection to behavioral health needs. Collum is open to use of the building after hours for programming with youth or sober support meetings in the community as well as putting prevention information in lunches that are disseminated regularly. After some discussion the board agreed to approve limited funding at this time with the door open for discussion if additional funds are needed.

**Barns motioned to approve \$5000.00 to Lutheran Community Services specifically to assist with kitchen expenses, and the opportunity to come back for more at a later date if needed. Lapp seconded the motion, all in favor, none opposed, motion carried.**

#### V. EXECUTIVE DIRECTOR REPORT

A. 120 Day Notice Approval: Nicholl shared with members that 120 Day Notices are required to be sent to providers on an annual basis to advise of any intent to make "substantial" changes to contracts. Nicholl isn't planning on a substantial change to contracts for SFY2024. A copy of the notice for TCN Behavioral Health was provided to members in their packets, as an example of the notices.

**Waldsmith motioned to approve the 120 Day Notice document. Marlow seconded the motion, all in favor, none opposed, the motion carried.**

B. Potential Changes in GOSH: Nicholl presented to members that Clark, Greene, Madison Board currently process all our non-Medicaid claims. There may be some changes coming to that system and just wanted the Board to be aware of that for future discussions.

C. Ascend Innovation Update:

The dashboard should be rolling out in the coming weeks. Nicholl agreed to share that finished format with the Board when available.

D. Board Training – Cultural Competency/ Health Equity: Yelton is still looking for training that would accommodate members at this time. She will send information out to Board members about options over the next few weeks. Stetler mentioned that she may have contacts that would help.

**Waldsmith motioned that the Board go into Executive Session after a three-minute break at 6:40. Lapp seconded the motion, all in favor, none opposed, the motion carried.**

VI.. At 7:12pm Board came out of Executive Session.

**Waldsmith motioned to approve moving forward with plans to post the Executive Director position in the offices of the Board as well as the Ohio Means Jobs offices in both beginning 2-2 through 3-6-23. Sinnott seconded the, the motion carried.**

Discussion continued with planning for the Personnel Committee and any additional Board members interested being involved in the interview and selection process to begin on Monday, 3-13-23 at 5:30. Group agreed to be available for 2 interviews that night and would schedule more if there are more qualified responses. Goal will be to have the selection completed and new ED named by end of March with a start time of late April or early May allowing several months for transition training.

#### **VI.AUDIENCE COMMENTS**


None presented.

#### **VII.ADJOURNMENT**

There being no further business to discuss,

**Waldsmith motioned to adjourn the Board meeting at 7:22 PM.**

*Minutes submitted by Amy Metz.*

  
[gwyn.stetler \(Mar 6, 2023 14:47 EST\)](#)

Gwyn Stetler, Chair







# Minutes Board 02.14.23

Final Audit Report

2023-03-06

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|-----------------|--|
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