

MENTAL HEALTH & RECOVERY SERVICES (MHRS) BOARD
Serving Coshocton, Guernsey, Morgan, Muskingum, Noble & Perry Counties
 1500 Coal Run Road – Zanesville, OH, 43701

OFFICIAL MINUTES
(December 11, 2025)

I. BOARD NOTIFICATION & COMPLIANCE WITH SUNSHINE LAW:

On December 2, 2025, board members, contract organization directors, service area news media, county boards of commissioners, and state legislators were notified the Board of Directors would meet at 6:00 p.m. on Thursday, December 11, 2025, at the MHRS Board Office — with the schedule of activities prior to regular board meeting to include: 5:00 p.m., Annual Board Member Recognition Dinner; and 5:30 p.m., “Making a Difference” presentation related to the sustainment of the Liberty Manor Group Home for the seriously mentally disabled – located in Guernsey County. Summaries of pre-meeting activities are summarized in the Board Meeting Highlights attached to the minutes.

II. CALL TO ORDER: President Leondra Davis called the regular board meeting to order at 6:10 p.m.

III. ROLL CALL:

Board Members present:

- *Leondra Davis, President (Coshocton County)*
- *Ben Taylor, Vice President (Perry County)*
- *Reid Carpenter (Noble County)*
- *Abby Corder (Muskingum County)*
- *Randi Earnest (Guernsey County)*
- *Dennis Hitchcock (Muskingum County)*
- *Sue Hoover (Muskingum County)*
- *William Johnson (Coshocton County)*
- *Tony Mayle, Jr. (Morgan County)*
- *Dan Scheerer, M.D. (Muskingum County) – Virtual Attendance*
- *Wendy Starlin (Perry County)*

Board Members excused:

- *Sean Brady (Muskingum County)*
- *Dave Peoples (Guernsey County)*
- *Bonnie Taylor (Muskingum County)*

There being eleven board members present, a quorum was constituted for conducting official business.

Staff Members present:

- *Misty Cromwell, Executive Director*
- *Rhonda Hanes, Associate Director / Director of Finance*
- *Jamie McGrew, Director of Community Outreach & Programming*
- *Roger Birch, Director of Youth & Family Services*
- *Linda Hand, Administrative Coordinator*
- *Terri France, Office Manager – Pre-Meeting Activities*

IV. GUESTS:

Pre-Meeting Activities:

- *Mike Wiggins, Director of Liberty Manor Group Homes, and a few group home staff members and residents.*

Regular Board Meeting:

- *Elaine Shuster, former MHRS Board Employee*

V. **AGENDA:** President Davis noted one change to the pre-mailed agenda – the deletion of Item 7a under Other Business – MHRS Board’s 2026-2028 Community Assessment and Plan (CAP). This issue will be reviewed and acted upon at the January 8, 2026, board meeting. DENNIS HITCHCOCK MOVED THAT THE BOARD APPROVE THE DECEMBER 11, 2025, MEETING AGENDA AS AMENDED. THE MOTION WAS SECONDED BY RANDI EARNEST AND UNANIMOUSLY APPROVED.

VI. **MEETING MINUTES:** ABBY CORDER MOVED THAT THE BOARD APPROVE THE MINUTES OF THE NOVEMBER 13, 2025, REGULAR BOARD MEETING AS SUBMITTED. THE MOTION WAS SECONDED BY BEN TAYLOR, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; SUE HOOVER, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, ABSTAIN; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. The motion was approved receiving nine positive votes and one abstention.

VII. **EXECUTIVE DIRECTOR’S REPORT:** Director Cromwell elaborated on two items included in her December Board Report:

- **Cybersecurity Policy:** Board members recommended that, given the increase in data breaches among some healthcare organizations, the MHRS Board should require some specific security policy measures of network service providers.
- **Request for Applications Process:** MHRS Board staff have been working with contract providers providing information related to the preparation of RFAs for the coming year. The process is going well – with applications due at the MHRS Board by December 31, 2025.

VIII. **FINANCIAL ISSUES:** (*William Johnson, Interim Chair, Finance/Audit Committee*)

1. Financial Reports:

Board members reviewed the MHRS Board’s Financial Reports for November 2025 that included: 1) Reconciliation Report; 2) Balance Sheet as of November 30, 2025; 3) Dashboard Report; 4) Monthly Report of Network Funding Reserves; and 5) a ‘Year-to-Date’ Status Report for the MHRS Board’s CY 2025 Operating Budget.

♦ November 2025 Reconciliation Report:

DAN SCHEERER MOVED THAT THE BOARD APPROVE THE NOVEMBER 2025 RECONCILIATION REPORT AS SUBMITTED. THE MOTION WAS SECONDED BY ABBY CORDER.

MHRS Board Fiscal Director Rhonda Hanes provided a specific review of this all-inclusive report that shows deposits, checks written for MHRS Board operations, payments to in-network service providers and out-of-network community partners, and journal entries.

A ROLL CALL VOTE WAS THEN TAKEN ON THE ABOVE MOTION AS

FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; SUE HOOVER, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING TEN POSITIVE VOTES.

2. Revenue Adjustments – MHRS Board CY 2025 Budget:

Following Rhonda Hanes's review of needed revenue adjustments, WILLIAM JOHNSON MOVED THAT THE GOVERNING BOARD OF DIRECTORS APPROVE THE FOLLOWING REVENUE ADJUSTMENTS IN THE MHRS BOARD'S 2025 BUDGET:

All Counties – Settlement	<\$2,344,026.00>
Coshocton County Levy	+\$ 344,486.79
Guernsey County Levy	+\$ 931,547.45
Morgan County Levy	+\$ 208,198.02
Noble County Levy	+\$ 547,446.68
Perry County Levy	+\$ 550,769.77
OhioMHAS – State	+\$1,070,161.50
ARPA Funds	+\$1,284,199.00
Homestead / Rollback	+\$ 110,019.60

THE MOTION WAS SECONDED BY REID CARPENTER. Following review, A ROLL CALL VOTE ON THE MOTION WAS TAKEN AS FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; SUE HOOVER, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. The motion was unanimously approved receiving ten positive votes.

3. Official Adoption of the CY 2026 Appropriations Measure (Budget):

As required by State Examiners, WILLIAM JOHNSON MOVED THAT THE GOVERNING BOARD OF DIRECTORS APPROVE THE OFFICIAL ADOPTION OF THE MHRS BOARD'S CY 2026 APPROPRIATIONS MEASURE (BUDGET) THAT WAS INITIALLY APPROVED AT THE MAY 8, 2025, BOARD MEETING IN THE AMOUNT OF \$11,619,163.00. THE MOTION WAS SECONDED BY RANDI EARNEST AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; LEONDRA DAVIS, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. The motion was approved receiving ten positive votes.

4. CY 2025 Expense Appropriation Budget Transfers:

WILLIAM JOHNSON MOVED THAT THE GOVERNING BOARD OF DIRECTORS APPROVE THE FOLLOWING CY 2025 EXPENSE APPROPRIATION BUDGET TRANSFERS:

- \$50,000.00 FROM CONTRACT SERVICES TO ARPA EXPENSES.
- \$8,000.00 FROM PROFESSIONAL SERVICES (CONTRACT AGENCIES) TO PROFESSIONAL SERVICES (MHRS BOARD).

THE MOTION WAS SECONDED BY BEN TAYLOR.

FOLLOWING REVIEW, A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; SUE HOOVER, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. The motion was unanimously approved receiving ten positive votes.

5. Maintenance Repairs – Morgan PREP Center Building (Owned by the MHRS Board and Occupied by Morgan BHC and Allwell’s Morgan Counseling Center):

Director Cromwell and former MHRS Board employee Elaine Shuster provided some history about the development of the Morgan PREP Center and reviewed the maintenance work that needs to be done, pointing out that the building was last renovated 16 years ago.

WILLIAM JOHNSON MOVED THAT THE GOVERNING BOARD OF DIRECTORS APPROVE AN ALLOCATION OF \$100,000.00 TO SUPPORT MAINTENANCE WORK ON THE MORGAN PREP CENTER BUILDING. THE MOTION WAS SECONDED BY TONY MAYLE.

Following further review, A ROLL CALL VOTE ON THE ABOVE MOTION WAS THEN TAKEN AS FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; SUE HOOVER, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING NINE POSITIVE VOTES. (State regulations preclude virtual board members from voting on expenses \$100,000.00 and above.)

IX. OTHER BUSINESS:

1. **Updated Health & Safety Policies:** (Board members were able to review these policies in the 12/11/25 Board Meeting Packet.)

DENNIS HITCHCOCK MOVED THAT THE GOVERNING BOARD OF DIRECTORS APPROVE THE HEALTH & SAFETY POLICIES RELATED TO SOCIAL MEDIA GUIDELINES; AND FACILITY AND EQUIPMENT USE. THE MOTION WAS SECONDED BY REID CARPENTER. There were no objections to this motion.

2. **Updated Personnel Policies:** (Board members were able to review these policies in the 12/11/25 Board Meeting Packet.)

RANDI EARNEST MOVED THAT THE GOVERNING BOARD OF DIRECTORS APPROVE THE FOLLOWING UPDATED PERSONNEL POLICIES:

- Holidays
- Sick Leave Donation Program
- Sick Leave
- Sick Leave Conversion
- Bereavement Leave
- Civil Leave
- Military Leave
- Family & Medical Leave
- Unpaid Leave
- Disability Separation

- Ohio Public Employees Retirement System
- Worker's Compensation
- Reimbursement of Educational Expenses

THE MOTION WAS SECONDED BY WILLIAM JOHNSON. (There were no objections to this motion.)

3. **Next Meeting:**

The Board of Directors will next meet at 6:00 p.m. on **Thursday, January 8, 2026, at the MHRS Board Office. Committee meetings will be held from 5:00 to 6:00 p.m.**

X. **COMMENTS FOR THE GOOD OF THE ORDER:**

► **Thank You – MHRS Board Staff!** Board President Leondra Davis expressed appreciation to employees for their dedication to the MHRS Board's network of care and stressed they are making profound differences every day. She noted they inspire hope through the care, strength, and humanity they consistently share with service area individuals and families struggling with mental illness and/or addiction.

► **Thank You – MHRS Board Governing Board Members!** MHRS Board Executive Director Misty Cromwell extended her deepest gratitude for board members' steadfast leadership and commitment to advancing behavioral healthcare in our communities. Misty also stressed that board members' support empowers staff members, strengthens our network of care, and offers hope for countless individuals and families. Misty expressed her deepest appreciation to board members for the time, expertise, and passion they bring to the organization's mission.

XI. **ADJOURNMENT:** The meeting adjourned at 6:55 p.m.

SIGNATURES

SUBMITTED BY:

APPROVED BY:

Linda Hand, Administrative Coordinator

Misty Cromwell, Executive Director

Leondra Davis, Board President