

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

OFFICIAL MINUTES
(April 10, 2025)

REGULAR BOARD MEETING

I. BOARD NOTIFICATION & COMPLIANCE WITH SUNSHINE LAW:

On April 2, 2025, board members, contract organization directors, service area news media, county boards of commissioners, and state legislators were notified that the Board of Directors would meet on Thursday, April 10, 2025, at the MHRS Board Office — with the schedule of activities to include: 5:00 to 6:00 p.m., Meetings of Finance & Audit Committee and Program Workgroup; and 6:00 p.m., Regular Board Meeting.

II. CALL TO ORDER: President Sue Hoover called the regular board meeting to order at 6:05 p.m.

III. ROLL CALL:

Board Members Present:

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

Board Members Excused:

- *Leondra Davis, Vice President (Coshocton County)*
- *Sean Brady (Muskingum County)*
- *Dennis Hitchcock (Muskingum County)*
- *Lt. Dave Peoples (Guernsey County)*
- *Bonnie Taylor (Muskingum County)*

There being nine 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*
- *Karl Hoop, Director of Community Engagement and Crisis Services*
- *Roger Birch, Director of Youth & Family Services*
- *Linda Hand, Administrative Coordinator*

IV. INTRODUCTION OF GUESTS:

Present for Funding Application Reviews were:

- *Allwell Behavioral Health Services:* CEO James McDonald (in person) and virtually – Donna Harris, CFO; Samantha Lanning, COO; Melissa Johnson, CCO; and Tracy Nasser, CQO
- *People to People:* Alicia Amato, Executive Director
- *Doug Schonauer, Coshocton County Juvenile Court Administrator (presenter @ Program Committee meeting)*

V. AGENDA: There were no changes to the pre-mailed agenda. RANDI EARNEST MOVED TO APPROVE THE AGENDA FOR THE APRIL 10, 2025, BOARD MEETING AS MAILED. THE MOTION WAS SECONDED BY ABBY CORDER AND UNANIMOUSLY APPROVED.

VI. MEETING MINUTES: WILLIAM JOHNSON MOVED TO APPROVE THE MINUTES OF THE MARCH 27, 2025, SPECIAL BOARD MEETING AS SUBMITTED. THE MOTION WAS SECONDED BY RANDI EARNEST AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: REID CARPENTER, ABSTAIN; ABBY CORDER, YEA; RANDI EARNEST, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, ABSTAIN; AND BEN TAYLOR, YEA. The motion was approved receiving six positive votes and two abstentions.

VII. HEARING REVIEWS – FY 2026 SERVICE PROVIDER FUNDING APPLICATIONS:

Board members reviewed FY 2026 Funding Applications from Allwell Behavioral Health Services and People to People Counseling. Action on RFA's will be made once all hearings have been conducted. All FY 2026 RFA's have been scored by MHRS Board staff, and individual reviews before the Board of Directors have taken place. This process will now move to final examination and decision-making.

VIII. EXECUTIVE DIRECTOR'S REPORT:

Misty Cromwell's April Report listed various activities, as staff members worked toward meeting the MHRS Board's Strategic Plan Goals and Objectives. *(Some activity summaries and project updates are included in the Board Meeting Highlights attached to the minutes.)*

IX. FINANCE/AUDIT COMMITTEE REPORT: *(Dr. Dan Scheerer, Chair, Finance/Audit Committee)*

1. Special Allocation Request – Perry Behavioral Health Choices (PBHC):

Theresa Kane, Executive Director of PBHC, submitted a funding request in the amount of \$81,000 to the MHRS Board to support the organization's operations. (The day of the MHRS board meeting, an email was received noting the requested amount had increased.) Members reviewed PBHC's financial statements and expressed concerns about the organization's negative net income.

Following report of Committee action, DR. SCHEERER MOVED TO ADOPT THE RECOMMENDATION OF THE FINANCE & AUDIT COMMITTEE TO TABLE THE REQUEST UNTIL THE MAY 8TH BOARD MEETING, WHEN PBHC'S EXECUTIVE DIRECTOR CAN PROVIDE MORE INFORMATION. THE MOTION WAS SECONDED BY RANDI EARNEST, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; RANDI EARNEST, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. The motion was unanimously approved receiving eight positive votes.

2. March 2025 Financial Reports:

Board members reviewed the following March 2025 reports: 1) Balance Sheet as of March 31, 2025; 2) Dashboard Report; 3) Monthly Report of Network Funding Reserves; 4) a 'Year-to-Date' Status Report for the MHRS Board's Operating Budget; and 5) a Reconciliation Report and a newly-created reconciliation review report.

March 2025 Reconciliation Report:

Dr. Scheerer reviewed this 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. Members also reviewed the newly-created report that will be provided monthly, backing up the reconciliation report and ensuring the content is in alignment with the County Auditor's records.

Following report of Committee action, DAN SCHEERER MOVED TO ADOPT THE RECOMMENDATION OF THE FINANCE & AUDIT COMMITTEE TO APPROVE THE MARCH 2025 RECONCILIATION REPORT 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; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. The motion was unanimously approved receiving eight positive votes.

3. Tentative Allocations to Contract Organizations for Fiscal Year 2026:

Following report of Committee action, DAN SCHEERER MOVED TO ADOPT THE RECOMMENDATION OF THE FINANCE & AUDIT COMMITTEE TO APPROVE THE CONTRACT SERVICE PROVIDERS' FY 2026 FUNDING ALLOCATIONS, TOTALING \$10,342,979. THE MOTION WAS SECONDED BY ABBY CORDER.

Fiscal Director Rhonda Hanes noted that, at the May 8 board meeting, members will be acting on a budget for the entire network and the above-noted 'tentative' provider allocation total probably will be different.

A ROLL CALL VOTE WAS THEN TAKEN ON THE ABOVE MOTION AS FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; RANDI EARNEST, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. The motion was unanimously approved receiving eight positive votes.

4. MHRS Board State Audit for Calendar Year 2023:

Following report of Committee action, DAN SCHEERER MOVED TO ADOPT THE RECOMMENDATION OF THE FINANCE & AUDIT COMMITTEE TO ACCEPT THE CY 2023 STATE AUDIT REPORT PREPARED BY THE STATE EXAMINER'S OFFICE. THE MOTION WAS SECONDED BY WILLIAM JOHNSON.

Dr. Scheerer noted that there was one audit finding that was based on timing—where a CY 2023 wire transfer did not get into the related account until January of 2024. The plan of correction for this finding is to more closely monitor wires as they are received.

A ROLL CALL VOTE WAS THEN TAKEN ON THE ABOVE MOTION AS FOLLOWS: REID CARPENTER, YEA; ABBY CORDER, YEA; RANDI EARNEST, YEA; WILLIAM JOHNSON, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. The motion was unanimously approved receiving eight positive votes.

X. PROGRAM WORKGROUP: (Randi Earnest, Program Workgroup Chair)

1. ***Coshocton County Resource Center:*** Randi Earnest summarized a presentation given in the workgroup meeting by Doug Schonauer, Juvenile Court Administrator, about the Coshocton County Resource Center. This Center offers assistance to families with children who may be experiencing a variety of issues that could lead to their entering the court system. (Summary included in 'Board Meeting Highlights' attached to the minutes.)

XI. BYLAWS AND OTHER POLICIES:

The MHRS Board's Bylaws and several other revised or new policies were provided to board members at the March 13 board meeting via the members' electronic meeting packet.

1. Bylaws — Board of Directors:

DAN SCHEERER MOVED TO APPROVE THE REVISED BYLAWS. THE MOTION WAS SECONDED BY ABBY CORDER.

Dr. Scheerer recommended that the Bylaws and all other policies should contain a clearer distinction between the MHRS Board (organization) and board members (governing board). The term 'governing board' would specifically refer to individuals responsible for governing and oversight, and 'MHRS Board' would refer to the organization as a whole. Members were in agreement with this recommendation. | Minor Bylaws revisions were related to meeting

time changes and a clarification that the Partners Workgroup is essentially the MHRS Board's Program Committee.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

2. Policy – Budgetary Process:

REID CARPENTER MOVED TO APPROVE THE MHRS BOARD'S POLICY ON BUDGETARY PROCESSES. THE MOTION WAS SECONDED BY WILLIAM JOHNSON.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

3. Policy – Modified Accrual Accounting:

ABBY CORDER MOVED TO APPROVE THE MHRS BOARD'S POLICY ON MODIFIED ACCRUAL ACCOUNTING. THE MOTION WAS SECONDED BY REID CARPENTER.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

4. Policy – Financial Projections:

DR. SCHEERER MOVED TO APPROVE THE MHRS BOARD'S POLICY ON FINANCIAL PROJECTIONS. THE MOTION WAS SECONDED BY REID CARPENTER.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

5. Policy – Level of Reserves:

DR. SCHEERER MOVED TO APPROVE THE MHRS BOARD'S POLICY ON LEVEL OF RESERVES. THE MOTION WAS SECONDED BY REID CARPENTER.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

6. Policy – Federal Funds – Internal Controls:

REID CARPENTER MOVED TO APPROVE THE MHRS BOARD'S POLICY ON FEDERAL FUNDS – INTERNAL CONTROLS. THE MOTION WAS SECONDED BY ABBY CORDER.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

7. Policy – Federal Funds – Procurement:

WENDY STARLIN MOVED TO APPROVE THE MHRS BOARD'S POLICY ON FEDERAL FUNDS – PROCUREMENT. THE MOTION WAS SECONDED BY RANDI EARNEST.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

8. Policy – Federal Funds – Cash Management:

ABBY CORDER MOVED TO APPROVE THE MHRS BOARD'S POLICY ON FEDERAL FUNDS – CASH MANAGEMENT. THE MOTION WAS SECONDED BY BEN TAYLOR.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

9. Policy – Federal Funds – Cost Principles:

WILLIAM JOHNSON MOVED TO APPROVE THE MHRS BOARD’S POLICY ON FEDERAL FUNDS – COST PRINCIPLES. THE MOTION WAS SECONDED BY WENDY STARLIN.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

10. Policy – Assuring Privacy of Individual Protected Health Information – HIPAA:

REID CARPENTER MOVED TO APPROVE THE MHRS BOARD’S POLICY ON ASSURING PRIVACY OF INDIVIDUAL PROTECTED HEALTH INFORMATION. THE MOTION WAS SECONDED BY WENDY STARLIN.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

11. Policy – Contract Provider Audits:

RANDI EARNST MOVED TO APPROVE THE MHRS BOARD’S POLICY ON CONTRACT PROVIDER AUDITS. THE MOTION WAS SECONDED BY WILLIAM JOHNSON.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

12. Policy – Financial Expectations of Contract for Provider Organizations:

DR. SCHEERER MOVED TO APPROVE THE MHRS BOARD’S POLICY ON FINANCIAL EXPECTATIONS OF CONTRACT FOR PROVIDER ORGANIZATIONS. THE MOTION WAS SECONDED BY ABBY CORDER.

PRESIDENT HOOVER ASKED IF THERE WERE ANY OBJECTIONS TO THE ABOVE MOTION. (There were no objections.)

XII. OLD BUSINESS:

1. Election of FY 2026 Board Officers:

Director Cromwell reviewed the Bylaws Section related to the Election of Officers. She noted that, at the March 27 board meeting, Leondra Davis had agreed to move up to the office of Board President, and Ben Taylor agreed to serve as Vice-President. That slate of nominees will be presented at the May 8 board meeting — with the election of officers to take place at the MHRS Board’s Annual meeting on June 12, at which time additional nominations may be made.

XIII. NEW BUSINESS:

- 1. Next Meeting:** The next regular board meeting will be held at 6:00 p.m. on Thursday, May 8, at the offices of the MHRS Board. Committees will meet from 5:00 p.m. to 6:00 p.m.

XIV. COMMENTS FOR THE GOOD OF THE ORDER: (None)

XV. ADJOURNMENT: The meeting adjourned at 7:20 p.m.

SIGNATURES

SUBMITTED BY:

APPROVED BY:

Linda Hand, Administrative Coordinator

Misty Cromwell, Executive Director

Sue Hoover, Board President