

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

OFFICIAL MINUTES
(March 10, 2022)

ANNUAL BOARD MEMBER TRAINING

Prior to regular board meeting, David Moser, Esq., presented the organization’s Annual Board Member Training on the topic of ***Service Contracts and Contracting Procedures***. Topics covered included: Statutory Requirements, 120-Day Notices, Contract Provisions for Notices, Good Faith Negotiations, and Procurement Process. The training was prefaced by a quote from the Auditor of State’s Behavioral Health Handbook: *“The principal authority . . . of Boards consists of their power, pursuant to O.R.C. 340.03(A)(8), to contract for the provision of mental health and addiction services , , and careful consideration should be given to the contracting process.”*

REGULAR BOARD MEETING

I. BOARD NOTIFICATION & COMPLIANCE WITH SUNSHINE LAW:

On March 1, 2022, board members, contract organization directors, service area news media, county boards of commissioners, and state legislators were notified the Board of Directors would meet on Thursday, March 10, 2022, at the MHRS Board Office — with the schedule of activities to include: 6:00 p.m., Annual Board Member Training; and 7:00 p.m., regular board meeting.

II. CALL TO ORDER: President William Johnson called the regular board meeting to order at 7:05 p.m.

III. ROLL CALL:

Board Members present:

- *William Johnson, President (Coshocton County)*
- *Sue Hoover, Vice President (Muskingum County)*
- *Jon Black (Guernsey County)*
- *Randi Earnest (Guernsey County)*
- *Megan Gee (Muskingum County)*
- *Pamela Kirst (Muskingum County)*
- *Jeff LeCocq (Muskingum County)*
- *Tony Mayle, Jr. (Morgan County)*
- *Dan Scheerer, M.D. (Muskingum County)*
- *Danielle Scott (Perry County)*
- *Ben Taylor (Perry County)*

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

Staff Members present:

- *Misty Cromwell, Executive Director*
- *Elaine Shuster, Associate Director*
- *Jamie McGrew, Care Management Director*
- *Rhonda Hanes, Fiscal Operations Director*
- *Roger Birch, Youth & Family Services Coordinator*
- *Linda Hand, Administrative Coordinator*

Guests:

- David Moser, Esq., Presenter of the Annual Board Training
- Lorendra Davis, Prospective Coshocton County Board Representative

IV. AGENDA: President Johnson noted two additions to the meeting agenda under New Business: 1) Grant Agreement with Aetna Better Health of Ohio; and 2) Designation of Health Officer. PAMELA KIRST MOVED THAT THE BOARD APPROVE THE MARCH 10, 2022, MEETING AGENDA AS AMENDED. THE MOTION WAS SECONDED BY SUE HOOVER AND UNANIMOUSLY APPROVED.

V. MEETING MINUTES: It was noted that the minutes from the February 10 board meeting were e-mailed to board members on February 15, 2022.

RANDI EARNEST MOVED THAT THE BOARD APPROVE THE MINUTES OF THE FEBRUARY 10, 2022, REGULAR BOARD MEETING AS SUBMITTED. THE MOTION WAS SECONDED BY BEN TAYLOR AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; JEFF LeCOCQ, ABSTAIN; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, ABSTAIN; AND BEN TAYLOR YEA. THE MOTION WAS APPROVED RECEIVING EIGHT POSITIVE VOTES AND TWO ABSTENTIONS.

VI. RECESS TO EXECUTIVE SESSION:

BEN TAYLOR MOVED THAT THE BOARD RECESS TO EXECUTIVE SESSION TO ADDRESS A PERSONNEL ISSUE. THE MOTION WAS SECONDED BY SUE HOOVER, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; JEFF LeCOCQ, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR, YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING TEN POSITIVE VOTES.

The Board of Directors recessed to Executive Session at 7:10 p.m. and returned to Open Session at 7:30 p.m.

VII. EXECUTIVE DIRECTOR'S EMPLOYMENT CONTRACT:

A review of the Executive Director's draft Employment Contract (Exhibit B) resulted in two revisions: 1) Last Sentence of Section 1.01: "The term of employment shall be for a period of three (3) years, commencing on February 10, 2022 (the "Effective Date") and ending on February 11, 2025, unless sooner terminated as provided in Article Seven;" and 2) Beginning of Sentence 1, Section 4.01: "Executive Director will be paid compensation during this agreement as follows: a base salary, as determined by the Board following the Executive Director's annual performance evaluation."

Following discussion, BEN TAYLOR MOVED THAT THE BOARD APPROVE THE EXECUTIVE DIRECTOR'S 3-YEAR EMPLOYMENT CONTRACT – EFFECTIVE FEBRUARY 10, 2022 TO FEBRUARY 11, 2025, AS AMENDED. THE MOTION WAS SECONDED BY JON BLACK AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; JEFF LeCOCQ, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR, YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING TEN POSITIVE VOTES.

VIII. EXECUTIVE DIRECTOR'S REPORT:

Key issues from Misty Cromwell's Director's Report were:

- ◆ **2021 Annual Report to the Community:** Misty briefly reviewed the MHRS Board's 2021 Annual Report that was disseminated throughout the six-county service area on February 22, 2022.
- ◆ **Crisis Stabilization Unit for Kids:** (Summary included in Board Meeting Highlights attached to the minutes.)
- ◆ **Needs Assessment:** (Summary included in Board Meeting Highlights.)
- ◆ **Ohio Crisis Academy – Response to LGBTQ+ Populations:** (Summary included in Board Meeting Highlights.)
- ◆ **Collaboration with Muskingum County Coroner:** Misty and Care Management Director Jamie McGrew have met with Muskingum County Coroner Dr. Seth Vensil and have provided him with resource information for family members who have lost a loved one to suicide or a drug overdose. They are also promoting the involvement of our local LOSS Team that is available to provide immediate help to family members.
- ◆ **Special Requests from Law Enforcement:** Noble County Sheriff Jason Mackie and Major Jeremy Wilkinson from the Guernsey Sheriff's Office have requested help in purchasing a transport vehicle for use in getting persons with mental illness and/or addiction to needed treatment. These requests will be reviewed at the April 14 board meeting.
- ◆ **"Check Your Engine" Initiative:** (Summary included in Board Meeting Highlights.)

IX. FINANCE/AUDIT COMMITTEE REPORT: (Dr. Dan Scheerer, Chair)

The Finance/Audit Committee met virtually on March 7, 2022, to address the following issues:

1. February 2022 Financial Reports:

Chairman Scheerer guided a thorough review of the MHRS Board's Financial Reports for February 2022 that included: 1) Reconciliation Report; 2) Contract Services Expense Reports; 3) Balance Sheet as of January 31, 2022; 4) Dashboard Report; and 5) Monthly Report of Network Funding Reserves.

◆ **February 2022 Reconciliation Report:**

After reporting Committee action, DAN SCHEERER MOVED THAT THE FULL BOARD ADOPT THE RECOMMENDATION OF THE FINANCE/AUDIT COMMITTEE TO APPROVE THE FEBRUARY 2022 RECONCILIATION REPORT AS SUBMITTED. THE MOTION WAS SECONDED BY PAMELA KIRST.

Dr. Scheerer 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: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING NINE POSITIVE VOTES.

(Captain Jeff LeCocq had to leave the meeting in response to an emergency law enforcement situation.)

2. Milage Expense Rate:

After reporting Committee action, DAN SCHEERER MOVED THAT THE BOARD ADOPT THE RECOMMENDATION OF THE FINANCE/AUDIT COMMITTEE TO APPROVE SETTING THE MHRS BOARD'S EXPENSE MILEAGE RATE AT 56¢/MILE RETROACTIVE TO MARCH 1, 2022. THE MOTION WAS SECONDED BY SUE HOOVER.

It was pointed out that the MHRS Board's mileage rate had not been changed for a number of years and needed to be updated to agree with the federally-approved rate of 56¢/mile.

A ROLL CALL VOTE WAS THEN TAKEN ON THE ABOVE MOTION AS FOLLOWS: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING NINE POSITIVE VOTES.

3. MHRS Board Calendar Year 2021 Operations Budget:

After reporting Committee action, DAN SCHEERER MOVED THAT THE BOARD ADOPT THE RECOMMENDATION OF THE FINANCE/AUDIT COMMITTEE TO APPROVE THE MHRS BOARD'S CALENDAR YEAR 2023 OPERATING BUDGET TOTALING \$1,155,979.00. THE MOTION WAS SECONDED BY RANDI EARNEST.

Primary Line Item Increases:

- ◆ Director Cromwell added a new staff position – *Criminal Justice and Crisis Services Coordinator*. This action was taken in light of: 1) the Ohio Department of Mental Health & Addiction Services' strong focus on ensuring that an extensive Crisis Continuum is established in each MHRS Board service area in the state — and the MHRS Board's recent survey related to network crisis services clearly indicated a need for better coordination of crisis care; and 2) plans to expand the MHRS Board's work in partnering with service area criminal justice entities through the development of additional Criminal Justice Collaboratives in the region.
- ◆ The Advertising & Recruitment line item was increased to cover expenses related to three upcoming levy renewal campaigns in 2023 (in Noble, Morgan, and Coshocton Counties).

A ROLL CALL VOTE WAS THEN TAKEN ON THE ABOVE MOTION AS FOLLOWS: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING NINE POSITIVE VOTES.

4. Special Allocation Request – Coshocton Behavioral Health Choices:

Chairman Scheerer reported that no action was taken to recommend approval of CBHC's \$60,000 special allocation request, due to some continued questions about various segments of the recovery house renovation project. Deliberations are continuing on how best to help support this worthy project that will provide recovery housing for clients who are working to regain custody of their children.

5. Muskingum County Levy:

After reporting Committee action, DAN SCHEERER MOVED THAT THE BOARD ADOPT THE RECOMMENDATION OF THE FINANCE/AUDIT COMMITTEE TO AUTHORIZE THE EXECUTIVE DIRECTOR TO REQUEST THE MUSKINGUM COUNTY COMMISSIONERS TO PLACE A ONE MILL, 10-YEAR RENEWAL LEVY ON THE NOVEMBER 8, 2022, BALLOT. THE MOTION WAS SECONDED BY SUE HOOVER, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: JON

BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING NINE POSITIVE VOTES.

6. Resolution – Substantial Changes in FY 2023 Contracts with Service Providers:

In accordance with state contracting requirements, DAN SCHEERER MOVED THAT THE BOARD ADOPT THE RECOMMENDATION OF THE FINANCE/AUDIT COMMITTEE TO APPROVE THE STATE FISCAL YEAR 2023 AGENCY-SPECIFIC LANGUAGE THAT IS INCLUDED IN THE 120-DAY NOTICE TO CONTRACT AGENCIES REGARDING SUBSTANTIAL CONTRACT CHANGES:

WHEREAS, the Mental Health & Recovery Services Board has the responsibility and authority to plan, fund and evaluate behavioral health services for Coshocton, Guernsey, Morgan, Muskingum, Noble and Perry Counties; and

WHEREAS, the Mental Health & Recovery Services Board implements contracts to pay for services with provider agencies; and

WHEREAS, the Mental Health & Recovery Services Board must notify contract agencies of any substantial changes to contract terms with a 120-day notice in writing;

NOW THEREFORE, be it resolved by the Mental Health & Recovery Services Board of Coshocton, Guernsey, Morgan, Muskingum, Noble and Perry Counties to approve the State Fiscal Year 2023 agency-specific contract language that is included in the 120-day notice for the following contract agencies: Allwell Behavioral Health Services; Coshocton Behavioral Health Choices; Guernsey Health Choices; Morgan Behavioral Health Choices; Muskingum Behavioral Health; Perry Behavioral Health Choices; and the Forensic Diagnostic Center of District 9.

THE MOTION WAS SECONDED BY PAMELA KIRST, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING NINE POSITIVE VOTES.

X. RECORDS RETENTION COMMITTEE:

1. Annual MHRS Board Records Retention Review:

Committee members are: Jamie McGrew, Elaine Shuster, William Johnson, Jon Black and Randi Earnest. Elaine noted there were no changes made to the record retention schedule and reviewed the in-house records that were destroyed in August 2021 (per the Board's 7-year retention schedule). The Committee will next meet on February 9, 2023.

XI. OLD BUSINESS: There was no Old Business.

XII. NEW BUSINESS:

1. Grant Agreement with Aetna Better Health of Ohio:

Misty reviewed a grant agreement between Aetna Better Health of Ohio and the MHRS Board regarding the disbursement of \$108,333.00 to be used for the development of Mobile Response & Stabilization Services (MRSS) to help better stabilize and build the capacity of families of children, youth, and young adults with behavioral health and

multi-system needs who are enrolled in Ohio Medicaid. The agreement is effective March 10, 2022, and will serve as a trial run before the OhioRISE Program goes into effect at July 1, 2022. Allwell Behavioral Health Services is in the development stage of their MRSS program.

PAMELA KIRST MOVED THAT THE BOARD AUTHORIZE EXECUTIVE DIRECTOR MISTY CROMWELL TO SIGN A GRANT AGREEMENT BETWEEN AETNA BETTER HEALTH OF OHIO AND THE MHRS BOARD TO RECEIVE \$108,333.00 TO BE USED BY ALLWELL BEHAVIORAL HEALTH SERVICES IN SUPPORTING THEIR MOBILE RESPONSE STABILIZATION SERVICES PROGRAM. THE MOTION WAS SECONDED BY BEN TAYLOR AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING NINE POSITIVE VOTES.

2. Designation of Health Officer:

DAN SCHEERER MOVED THAT THE BOARD APPROVE *KEITH B. HAGER, MSW*, AS A DESIGNATED HEALTH OFFICER FOR THE MHRS BOARD'S NETWORK OF CARE. THE MOTION WAS SECONDED BY RANDI EARNEST.

Members reviewed education/licensure documentation for the above clinician. It was noted that Mr. Hager is credentialed according to MHRS Board and Allwell policies and meets all the licensure and training requirements for providing crisis services. Mr. Hager is the Director of the network's two state-operated group homes, Liberty Manor and Country Garden Manor. Designated Health Officers are responsible for determining if a person is subject to involuntary hospitalization for mental illness.

A ROLL CALL VOTE ON THE ABOVE MOTION WAS THEN TAKEN AS FOLLOWS: JON BLACK, YEA; RANDI EARNEST, YEA; MEGAN GEE, YEA; SUE HOOVER, YEA; PAMELA KIRST, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; DANIELLE SCOTT, YEA; AND BEN TAYLOR YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING NINE POSITIVE VOTES.

3. Next Meeting:

The next hybrid meeting of the Board of Directors will be held at 7:00 p.m. on Thursday, April 14, 2022. Committee meetings will take place between 6:00 and 7:00 p.m.

XIII. COMMENTS FOR THE GOOD OF THE ORDER:

► ***SURVEY – OHIO ASSOCIATION OF COUNTY BEHAVIORAL HEALTH***

AUTHORITIES: Misty will be re-sending the OACBHA survey for members of MHRS Boards. Members are asked to complete the survey and return it to Misty.

XIV. ADJOURNMENT: The meeting adjourned at 8:40 p.m.

SIGNATURES

SUBMITTED BY:

APPROVED BY:

Linda Hand, Administrative Coordinator

Misty Cromwell, Executive Director

William Johnson, Board President