



Board Meeting Minutes | January 19, 2023
Delaware Area Chamber of Commerce | 2 Troy Road, Delaware, OH 43015

1. Call to Order: *Benjamin Winkler, Board Chair*

The meeting was called to order at approximately 6:39 p.m.

2. Roll Call: *Ian Ferguson, Administrative Assistant*

Roll was called, which determined a quorum was met.

Board Members Attending: Lynnette Cook, Samuel Stahl, Crystal Mazza, Zachary (Zach) Miller, Trevor Thomas, Marnie Whaley-Buckel, Kathleen Johnson, Ruchelle Pride, Jeremiah Wagner, and Benjamin Winkler

Board Members Excused: David Black and Robert Horrocks

Board Members Unexcused: None

Board Guests: Julie Rinaldi, Susan Hanson, Todd Walts, Matthew Walls, Dave Collins

Staff Present: Deanna Brant, Ian Ferguson, Rhianna Mattix, Kristan Warren, Susan Hannahs, Karen Mohr, Kim Bood, and Lisa Dooley.

3. Agenda: *Benjamin Winkler, Board Chair*

Benjamin Winkler asked if there were any additions or corrections to the agenda, aside from Roll Call being listed before Call to Order in the Agenda, which he determined to be insubstantial, and therefore not necessary to change. Hearing no changes, the agenda was approved by unanimous consent.

Motion: 2023/01/1: The Board agrees to accept the Board Meeting Agenda.

4. Approval of Board Meeting Minutes: *Benjamin Winkler, Board Chair*

Benjamin introduced the corrected minutes as presented in the January 2023 board packet from the November 17, 2022 full board meeting, as well as the December 15th 2022 full board meeting minutes. Benjamin asked if there were any requested corrections or objections to the presented board meeting minutes. Hearing none, the board meeting minutes were approved by unanimous consent.

Motion: 2023/01/2: The Board agrees to accept the November 17 2022 corrected Board Meeting Minutes, as well as the December 15 2022 Board Meeting Minutes.

5. **Public Comment:** *Benjamin Winkler, Board Chair*

Benjamin opened the floor of the board meeting to the public, and asked if any would like to provide public comment to the Board.

Julie Erwin-Rinaldi, Chief Executive Officer of Syntero, introduced herself to the board and thanked the board for approving one time advance payments to Maryhaven, Southeast Healthcare and Syntero in the prior Joint Committee Meeting, as part of the Fiscal Year 2023-2024 Provider Operations Plan. She was particularly appreciative of how much the advance payment would go towards mitigating the ongoing workforce issues faced by her organization, as well as others in the same field. She gave an example of their work, using a particular issue that was visible in the media the previous week, concerning a student that reportedly committed suicide in the Delaware City Schools system.

Susan Hanson of Helpline also echoed Julie's sentiments, as did Todd Walts of NAMI, and Matthew Walls of Jacob's Way. Ben Winkler asked if there were any further comments from the public. Dave Collins of Southeast Healthcare also thanked the board for their financial assistance and stated that "it would go a long way" to ameliorate financial inconsistencies and uncompensated care.

6. **Approval of December 15, 2022 Finance Committee Minutes:** *Benjamin Winkler, Board Chair*

Ben Winkler asked if there were any edits or additions to the December 15, 2022 Finance Committee minutes as presented. Hearing none, the minutes were accepted through unanimous consent.

Motion: 2023/01/3: The Board agrees to accept the December 15, 2022 Finance Committee Meeting Minutes.

7. **Committees and Directors Reports:**

A. **Verbal Report of January 19, 2023 Joint Committee Meeting:**
Benjamin Winkler, Board Chair

Benjamin noted that all Board members in attendance were also present for most of the finance committee meeting immediately prior and asked the Board if they felt a verbal report was necessary. Marnie asked if it was necessary to pass motions that was passed in the prior Joint Committee Meeting. Ben noted that this was a good point, and Deanna proposed that the board simply adopt the slate of motions as a single group as Board members were present when action was taken. Ben agreed, but noted that the agenda would need to be revised in order to do so. As such, he proposed a motion to add the item to the agenda, which was moved by Lynnette and seconded by Marnie. The motion was passed by unanimous consent.

Motion: 2023/01/4: The Board agrees to amend the January 19, 2023 Board Meeting agenda.

Ben then asked the Administrative Assistant to read the prepared motion in regards to passing the slate of motions from the prior Joint Committee meeting, which he did. The

motion was moved by Lynnette Cook and seconded by Trevor Thomas and was approved unanimously in a 10-0 vote.

Motion: 2023/01/5: The full Board adopts the slate of motions from the January 19, 2023 Joint Committee meeting.

B. **Youth and Family Clinical Director's Report** – *Kristan Warren – Youth and Family Clinical Director*

Kristan noted that her report was present in the Board Packet distributed to all members. She asked if anyone present had any questions regarding the report. Hearing no further questions, the board proceeded to the next agenda item.

C. **Associate Director's Report** – *Rhianna Mattix – Associate Director*

Rhianna noted that her report was present in the Board Packet distributed to all members. She spoke about the SBIRT Training, and how this was something that was being worked on diligently, with community partners such as Mount Carmel also being a part of it. She also noted that the Community Assessment and Plan will be reviewed at the March Executive Committee. The OMHAS Hospital Access Funds grant awarded \$94,000, of the \$120,000 that was requested by the board. However, the board also received an additional \$17,000 to cover other patients. Rhianna noted that this was money that was very generous of OMHAS and will go a long way to helping the people who need it. She then asked for questions, and hearing none, the board moved on to the next agenda item.

D. **Executive Director's Report** – *Deanna Brant – Executive Director*

Deanna Brant spoke on her report, and started by stating that a bill concerning mental health improvement access has been introduced in Congress every year for the last 24 years, but has now finally passed. This will expand the eligible credentials that can directly bill Medicare for behavioral health services and will first take effect on January 1st, 2024. She noted that this new law will allow 106 people in Ohio to be immediately eligible for treatment. However, she also said that on the negative side of things there is also the ongoing workforce issues, and the struggle to hire and retain staff, particularly LPCs and LPCCs. As a result, the increased eligibility will be somewhat less effective, than it would be otherwise.

Deanna reported that board staff have been very persistent in advocating for Ohio federal legislators to pass the issue, which has come to fruition 25 years later. She also noted that there were two appropriations that were initially part of a state bill and did not pass. In a later lame-duck session, these two amendments were then attached to a separate bill. The first of these was crisis infrastructure, which she plans to request a significant dollar amount to help fund the Meadow Center Project. The second is workforce funds, which is \$85 million, but won't go to the board or to providers. In theory this will have a significant effect in 2 to 3 years, but she believes that 5 to 7 year timeframe may be more realistic.

Deanna also announced that Sarah JanTausch has resigned from the Board, and consequently there was now an opening for a new board member. The commissioners are also in the process of replacing former board secretary Lynn Stacy. She noted that the board is required to have one annual training per year, which the Narcan training from a previous board meeting can cover, which can also be done virtually. Additionally, House Bill 523

did not pass in the lame-duck session, but she believes that it will be re-introduced. She then asked for questions, and hearing none, the board moved on to the next agenda item.

8. **New Business:**

A. **FY2024 Provider Application Timeline** – *Deanna Brant - Executive Director*

Deanna Brant stated that the board does not need to take action on the provider application timeline. It is provided so that board members can understand the process, particularly in regard to fiscal and programming, as well as planning and budgeting. She noted that the contracting process for the next fiscal year begins in December when Mid-Year Review reporting forms are sent out to providers. She also pointed out that the 120-Day Notice timeline is currently listed in February 2023, which will remain in place for FY2024 as House Bill 523 did not pass. Hearing no further questions, the board proceeded to the next agenda item.

B. **DMMHRSB Proposed Table of Organization** – *Deanna Brant - Executive Director*

Deanna Brant stated that the proposed table of organization was contingent on a later agenda item, specifically board consideration of the proposed Crisis Systems and Training Operations Coordinator Position. She noted that under the proposed table, Rhianna Mattix would be supervising both the Coalition Coordinator and the Crisis Systems and Training Operations Coordinator. Additionally, Kim Bood would be supervising the two Fiscal Specialist positions. Kristan Warren would also be supervising the Community Impact Coordinator, which is still in the hiring process. Ben Winkler asked if there were any questions regarding the proposed table of organization, and hearing none asked the administrative assistant to read the motion.

Motion 2023/01/6: The Full Board adopts the proposed DMMHRSB Table of Organization as presented.

Lynnette Cook moved the motion and was seconded by Samuel Stahl. The resolution was approved unanimously in a 10-0 vote.

C. **Position Descriptions** – *Deanna Brant - Executive Director and Rhianna Mattix – Associate Director*

Deanna began by outlining how the board network may be undertaking a complete overhaul of the crisis network of care. She's been satisfied by the progress made so far but is still looking to bring other parties to the table. As such, the current Associate Director role will need to change in order to accommodate a new position to cover those duties. She also shared the ongoing workforce issues, staff bandwidth being limited, and the need for additional staff capacity to mitigate some of those areas. Regarding the crisis longer strategic planning, Deanna states that this could be an 18-month process or longer, based upon conversations with planning consultants. She does not envision this new position being necessarily held by a clinician, but by a person who will manage the planning and development of the network. This is planned to be a board-funded position, and the person in this role would solely focus on those duties, rather than being part of the Associate

Director's job, as it is now. It can change based on community needs and can help strengthen our fragmented crisis system.

Ben Winkler noted that despite having a board staff of about 8 - 10, they coordinate services for around 250,000 people, so having an additional role to handle the workload is reasonable. Deanna spoke about how during the records retention review, she found a table of organization from 2008, and it listed a staff of 14 people. As such, Deanna stated she believes that these new roles are the next logical expansion of the work being done. Ben Winkler asked if there were any questions regarding the proposed position description changes, and hearing none asked the administrative assistant to read the associated motions.

Motion 2023/01/7: The full Board authorizes the Executive Director to hire a Crisis Systems and Training Coordinator at a salary within Pay Range level 3, as indicated in the Staff Salary Scale Guidelines.

Ruchelle Pride moved to accept the motion, and Crystal Mazza seconded. The motion carried and approved unanimously in a 10-0 vote.

Motion 2023/01/8: The full Board approves the revised Associate Director position description as presented.

Marnie Whaley-Buckel moved to accept the motion, and Trevor Thomas seconded. The motion carried and approved unanimously in a 10-0 vote.

D. Notice of Intent to Occupy Meadow Center– Deanna Brant - Executive Director

Deanna began by explaining that the Ohio Department of Mental Health asked DMMRSB to authorize a Notice of Intent to Occupy, as a non-binding agreement for Maryhaven and Syntero. Now, they are requesting the same for the other tenants, Helpline and Southeast Healthcare. She explained the proposed agreements are essentially identical to the previous ones, only for different providers, and this is primarily a formality for the benefit of OhioMHAS. Ben Winkler asked if she was requesting a preliminary review, and she replied that she is asking for the board to approve the new notices, on behalf of OhioMHAS. Ben asked if there were any questions regarding the proposed notices, and hearing none asked the Administrative Assistant to read the associated motions.

Motion 2023/01/9: The full Board authorizes the execution of Notices of Intent to Occupy the Meadow Center for Southeast Healthcare and Helpline, as presented.

Ruchelle Pride moved to accept the motion, and Samuel Stahl seconded. The motion carried and approved unanimously in a 10-0 vote.

E. Board Fund Reserve Balance Policy - Deanna Brant - Executive Director

Deanna noted that the current board policy concerning cash balances allowed the Board to revisit certain calculations. Specifically, the Board Fund Reserve Policy and calculations need to be considered. She also stated that there was a question as to whether to include certain one-time expenditures. Ben spoke about how the only one-time costs that he recalls involved a one-time suspension of the reserve policy, and that the Board could either

continue to do so or amend the policy accordingly. Deanna stated that she didn't think there was a formal calculation policy in place prior to 2021. Ben stated that he saw extraordinary expenditures as exactly what they sound like, and therefore shouldn't be declared as "normal" in policy, in the sense that they may happen from time to time. He stated that he believes that the policy should apply to only normal expenditures. Discussion ensued regarding maintaining the policy as is, and or considering one-time expenditures as different than normal policy; particularly in large amounts. Lynnette Cook voiced her support of keeping the existing policy as it is and take the same course as last time. Ben concluded that there was no need to change the policy now, and to instead handle extraordinary expenses differently and outside of the normal range.

Ben noted that the policy in question did not have a policy number, which Deanna clarified was intentional, as the policy nomenclature is in the midst of being rewritten. As such, Ben noted that there were two options, either propose changes to the policy or formally adopt it. He asked if anyone would like to propose any policy changes, and hearing none, asked the Administrative Assistant to read the associated motions. Deanna asked a clarifying question about whether the balance calculations will include the one-time expenditures, and Ben replied it was staying as written.

Motion 2023/01/10: The full Board adopts the Board Reserve Policy Fund and balance calculations as presented.

Lynnette Cook moved to accept the motion, and Ruchelle Pride seconded. The motion carried and approved unanimously in a 10-0 vote.

F. **Board Office Option – 40 N Sandusky St Suite 202 Rental– Deanna Brant - Executive Director**

Deanna Brant noted that this item had been on the board agenda previously, and two changes had been made, following suggestions made by the board at the previous meeting. These were in regard to the addition of a one-year lease option clause, as well as strengthening the language around repair of the building's elevator. She noted that David Moser incorporated both of the elements into the new proposed agreement and is now asking the board for approval. Deanna read the changed language to the board, in order to summarize the edits. She specifically spoke about the requirement for any elevator issues to be addressed in 30 days, as well as the one-year renewal optional overall. Ben asked if there were any questions regarding the proposed lease, and hearing none asked the Administrative Assistant to read the associated motions.

Ian Ferguson noted that there was a prepared motion to bring back the matter for consideration, since it was formally tabled at the previous board meeting. As a result, Ben asked him to read that motion as well.

Motion 2023/01/11: The full Board agrees to bring back from the table the motion to authorize the Executive Director to enter into a leasing agreement for the rental of Suite 202 at 40 N. Sandusky St, as presented.

Trevor Thomas moved to accept the motion, and Samuel Stahl seconded. The motion carried and approved unanimously in a 10-0 vote.

Motion 2023/01/12: The full board authorizes the Executive Director to enter into a leasing agreement for the rental of Suite 202 at 40 N. Sandusky St, as presented.

Trevor Thomas moved to accept the motion, and Ruchelle Pride seconded. The motion carried and approved unanimously in a 10-0 vote.

G. **Vacation/Sick Leave Conversion Policy Plan**– *Deanna Brant - Executive Director*

Deanna explained that she is submitting the policy and plan to the board for allowing employees to convert vacation to pay. This is something that has to be submitted to OPERS by the end of March, for Calendar Year 2023. The change this year was prompted by a question from Zach Miller last year regarding existing conversion rates. Specifically, the language surrounding sick leave conversion to pay has now been eliminated. This was done simply because it's not allowed in personnel policy, and therefore should be deleted. The county generally also does not allow sick leave conversion, which supported that decision. Ben Winkler concurred, saying that he'd prefer employees to take sick leave when they're actually sick. Ben asked if there were any questions regarding the leave conversion policy, and hearing none Asked the Administrative Assistant to read the associated motions.

Motion 2023/01/13: The Board adopts the Ohio Employees Retirement System (OPERS) vacation conversion plan for eligible Board staff up to a maximum of 80 hours of vacation leave to be effective for Calendar Year 2023.

Marnie Whaley-Buckel moved to accept the motion, and Ruchelle Pride seconded. The motion carried and approved unanimously in a 10-0 vote.

9. **Executive Session:** *Benjamin Winkler, Board Chair*

Ben Winkler motioned the board to move into Executive Session via roll call vote.

Motion 2023/01/14: The Board by roll call vote moves to enter Executive Session pursuant to O.R.C. 121.22 (G) (2) To consider the purchase of property or to consider the sale of property by competitive bid if disclosure of the information would give a competitive advantage to the other side by division (G)(2) of section 121.22 of the Revised Code.

Roll Call Vote:

Lynnette Cook: **Yes**
Kathleen Johnson: **Yes**
Crystal Mazza: **Yes**
Zachary Miller: **Yes**
Ruchelle Pride: **Yes**
Samuel Stahl: **Yes**
Trevor Thomas: **Yes**
Jeremiah Wagner: **Yes**
Marnie Whaley-Buckel: **Yes**
Benjamin Winkler: **Yes**

The Board meeting reconvened at approximately 7:33 pm.

10. Motion to Adjourn:

Ben Winkler asked if there was any further business for the board to discuss, and hearing none, found no motion was necessary to adjourn the board.

The Board meeting was adjourned at approximately 7:34 PM.

Respectfully submitted:



Ian Ferguson, Administrative Assistant

Accepted:



Benjamin Winkler, Board Chair