

Preble County Mental Health & Recovery Board

Board Meeting Minutes

February 26, 2024

6:30 p.m. In Person/Teams

Meeting Called By: Landen O'Banion, Board Chair
Attendees: All Board Members and Public

Type of Meeting: Regular Board Meeting

Mission Statement

To ensure that quality mental health and addiction services and supports are available to all Preble County residents.

Present: Armstead, Miranda; Garton, Megan; Steele, Shannon; Sizemore, David; Wood, Robert; O'Banion, Landon.

Announced Absence: Cross, Ian; McQueen, Tyessa; Clark, Ashley, Schlotterbeck, Paula.

Unannounced Absence: No Unannounced Absences.

Staff: Hurst, Sherry; Raynes, Amy; Green, Autumn

Call To Order: Chairman O'Banion called meeting to order at 6:33 PM.

Roll Call: Roll Call was read by Board Staff, Autumn Green

Reading of the Mission Statement –Robert Wood read the mission statement.

Additions/Deletions to the Agenda – Additions- **Fiscal Policy Language, FY24 Eastway Independent Involuntary Commitment Contract** Deletions- **FY25 YWCA Lease - \$6,450 Revenue**

Recognition of Guests- Treasure, Cynthia; Schmidt, Angela; Landerer, Lisa; Stanley, Jerri-Lynn; Haber, Commissioner David; Harris, Emma.

Commissioner Discussion-Board Members-Commissioner David Haber explained the statutory change for the number of board members. The board is currently a 14-member board with 10 members. The board is capable of going to a 9- or 12-member board. Chairman Landen O'Banion suggests going to down to a 9-member board.

24.02.610 Robert Wood motioned to approve the statutory change in board size from a 14-member board to a 9-member board with David Sizemore seconding. Yes-6 No-0 Abstain-0

Samaritan Behavioral Health MRSS Presentation-Cynthia Treasure and Angela Schmidt from SBHI shared with the board about the MRSS program.

Presentation of the December 2nd, 2023, Board Meeting Minutes

24.02.611 Miranda Armstead motioned to approve the December 2nd, 2023, Board Meeting Minutes with Megan Garton seconding. Yes- 6 No-0 Abstain-0

Board Staff Report

Amy's January/February calendar- Director Raynes presented her calendars to the board with no further questions.

Strategic Plan- Rough Draft-Director Raynes presented the rough draft of the FY25-FY27 strategic plan to the board. Finalizations of the strategic plan will be in May.

One Ohio Region 15 Council-Director Raynes explained the commissioners assigned her to this funding around substance use. Director Raynes is currently having a conversation around funding with community partners.

Executive Director Evaluation-Director Raynes presented the director evaluations to the board and advised them to have them filled out and turned into board secretary by April board meeting.

Board Evaluation/Self-Evaluation-Director Raynes presented the self-evaluations and board evaluations to the board and advised they be turned into board secretary by April Board Meeting.

FY25 Contract Timeline-Director Raynes presented the FY25 contract timeline to the board to review.

Fiscal Policy Language- Hurst explained that the state auditors stated that our fiscal policy language was confusing. It can be interpreted in different ways, and they would like them to be clarified. Board members discussed language changes. Armstead suggested "at next scheduled board meeting" might be better language to add.

24.02.612 Miranda Armstead motioned to approve language changes to the fiscal policy to state "An Expense and Revenue Statement, Balance Sheet, and Reconciliation Report are reviewed by the Finance Committee and presented to all Board members at next scheduled board meeting for approval." while Megan Garton seconded. Yes- 6 No-0 Abstain-0

FY24 Eastway Independent Involuntary Commitment Contract -Raynes explained to the board members that we need to add the Eastway Contract-\$3,500.00 which is a psychological evaluation.

24.02.613 Miranda Armstead motioned to approve the FY24 Eastway Independent Involuntary Commitment Contract with David Sizemore seconding. Yes-6 No-0 Abstain-0

Finance- For items where no action is needed, the information can be found in the packet.

FY25 Sliding Fee Scale-Sizemore presented the board with the FY25 Sliding Fee Scale for board review and there were no further questions.

24.02.614 David Sizemore motioned to approve FY25 Sliding Fee Scale with Miranda Armstead seconding. Yes-6 No-0 Abstain-0

120 Day Notice-Sizemore presented the board with the 120 Day Notice. Director Raynes explained that the board has to notify providers within 120 days for changes in contract as well as providers will have to notify the board 120 days prior to changes to a contract.

24.02.615 David Sizemore motioned to approve 120 Day Notice while Miranda Armstead seconded. Yes-6 No- 0 Abstain-0

CY22 Preble County's State Audit Results-Hurst presented the audit results and confirmed that the board had no findings.

24.02.616 David Sizemore motioned to approve the CY22 Preble County's State Audit Results with Robert Wood seconding. Yes-6 No-0 Abstain-0

Updated Fiscal Policy and Procedures-Hurst presented the updated formatting and grammatical changes to the fiscal policy and procedure manual.

24.02.617 Robert Wood motioned to approve the updated fiscal policy and procedures with David Sizemore seconding. Yes-6 No-0 Abstain-0

FY24 Budget Revisions- Hurst presented to the board the FY24 Budget revisions and there were no further questions.

- a. **CIT-\$1,000 Revenue & Expense**
- b. **SOS 3.2-Additonal 5% Admin for Providers Revenue & Expense**

24.02.618 David Sizemore motioned to approve the FY24 Budget Revisions with Miranda Armstead seconding. Yes-6-No-0 Abstain-0

Contracts- Hurst presented the board with the contracts. Item p. is deleted, and voting will be moved to the March board meeting.

- a. **FY24 RWC Addendum 2 SOS 3.2 Addt'l 5 % Admin - \$4,465.25 Expense**
- b. **FY24 NSL Addendum 4 SOS 3.2 Addt'l 5 % Admin - \$2,530.00 Expense**
- c. **FY24 Sojourner Addendum 3 SOS 3.2 Addt'l 5 % Admin - \$2,025.00 Expense**
- d. **FY25 Joe Tobias/Maintenance - \$12,000 Expense**
- e. **FY25 Walter Landerer/Lawn Care & Snow Removal - \$15,000 Expense**
- f. **FY25 Alana Garber/Cleaning - \$7,800 Expense**
- g. **FY25 Dr. Hash - \$3,800 Expense**
- h. **FY25 Community Action Partnership CAP/Transportation - \$15,000 Expense**
- i. **FY25 Beckett Springs - \$20,000 Expense (Indigent Funds grant)**
- j. **FY25 AM Behavioral Health - \$10,000 Expense (Indigent Funds grant)**
- k. **FY25 Kettering - \$10,000 Expense (Indigent Funds grant)**
- l. **FY25 Home is the Foundation HIT/HUD Housing Administration – \$18,466 Expense (HUD Budget)**
- m. **FY25 Eastway - \$3,500 Expense**
- n. **FY25 Beverly Stewart/Legal Counsel - \$1,000 Expense**
- o. **FY25 United Way Lease - \$3,000 Revenue**
- p. FY25 YWCA Lease - \$6,450 Revenue**
- q. **FY25 Brittany Stearman - \$3,000 Revenue**
- r. **FY25 Cocoyoo - \$13,200 Revenue**

24.02.619 David Sizemore motioned to approve Contracts with Miranda Armstead seconding. Yes-6 No-0 Abstain-0

Balance Sheet, Revenue/Expense Statement, & Reconciliation Detail FY24 November, December & January- Board members reviewed the balance sheet, revenue/expense statement and reconciliation report and have no further questions.

24.02.620 David Sizemore motioned to approve Balance Sheet, Revenue/Expense Statement, & Reconciliation Detail FY24 November, December & January with Miranda Armstead seconding. Yes-6 No-0 Abstain-0

QuickBooks Report -Hurst presented the board with the QuickBooks sheet that will be a report that the board will review from now on at finance committee and board meetings.

Then and Nows FY24 January- Hurst explained what Then and Nows are and there were no further questions.

24.02.621 David Sizemore motioned to approve Then and Nows FY24 January with Megan Garton seconding. Yes-6 No-0 Abstain-0

Behavioral Health/Outreach-For items where no action is needed, the information can be found in the packet. - Robert Wood presented to the board the recent behavioral health/Outreach updates such as Director Raynes and Green will be training in a Stress Busting Training to be held at the senior center.

Board Member Open Forum- Miranda Armstead wanted to recognize that Director Raynes won the Luminary Award at the recent Preble County Chamber of Commerce Awards Gala. David Sizemore wanted to recognize the success of the most recent Crisis Intervention Team training that was hosted by the board in February.

Chairperson's Remarks- No remarks by Chairman Landen O'Banion.

Adjournment-Board meeting was adjourned at 7:50 PM.

24.02.622 Robert Wood motion to approve adjournment with David Sizemore seconding. Yes-6 No-0 Abstain-0



Board Chair

3-25-2024

Date