

**MINUTES**  
**MH&R BOARD OF ERIE AND OTTAWA COUNTIES**  
**— NOVEMBER 15, 2016 —**

PRESENT:           Betsy Wilber                           Darwitt Garrett                   Gerhard Gross  
                      Craig Stahl                           Connie Kendrick                 Bob Geib  
                      Tim Betton                           Sam Artino                       Ron Guerra  
                      Sandi Carpenter                 Nicholas Gerber                 Jim VanEerten  
                      Keith Newton                       Charlie Murray                 Anthony Setley  
                      Kayleigh Snyder

OFFICE STAFF:     Kirk Halliday                       Patty Notestine                 Leigh Ann Faulkner  
                      Lisa Crescimano                   Vickie Ruffing, Solicitor

EXCUSED:

ABSENT:

---

THE MHRB MEETING OF NOVEMBER 15, 2016, AT PORT CLINTON, OHIO, WAS CALLED TO ORDER AT 5:15 P.M. AND THE CHAIRMAN NOTED THE PRESENCE OF A QUORUM, BETSY WILBER, CHAIR, PRESIDING.

POINT OF ORDER: Resignation of Jim VanEerten (11/15/16), Ron Mraz (10/11/16), and Nick Gerber (11/10/16). All resignations accepted by the Board. Thank you all for your hard work and commitment to the Board's mission. You will be sorely missed. Congratulations to Mr. VanEerten on his election win to serve as Ottawa County Prosecuting Attorney.

SECRETARY'S REPORT (*Minutes of October 18, 2016 meeting*); approved as read.

AGENDA ITEM PROPOSALS: No additions made.

POINT OF ORDER: Ms. Wilber introduced Lisa Crescimano. She is serving as the Chief Financial Officer. Welcome Lisa.

REPORT OF OFFICERS:

**TREASURER'S REPORT** (MOTIONS REQ. ACTION ETC), reviewed by Ms. Crescimano and Ms. Faulkner.

Approval of monthly Bills to Be Paid in November **Resolution No. 11-2017-01**, Whereas the attached **November Financial Transaction Report** has been reviewed for appropriateness, and compliance with Board Policies; therefore Mr. Gross resolved the Mental Health and Recovery Board of Erie and Ottawa Counties approve the business contained in the Financial Transaction Report; second by Mr. Newton. Roll call vote taken; Mr. Artino, yes; Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Geib, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, abstain; Ms. Wilber, yes; resolution approved.

Item #2 –Approval of **Line Item Transfer request**; moved by Mr. Betton, second by Mr. Newton.

*Extensive discussion took place on exactly how and why Ms. Kelley was not an employee of the Mental Health and Recovery Board any longer. Dr. Halliday stated that Ms. Kelley was involuntary terminated.*

*Additional discussion resumed on the actual hours of sick leave conversion from 225 hours to 240 hours. It was also discussed on whether or not we have any recourse involving the unemployment being paid to Ms. Kelley, as well as vacation and sick leave pay-out being submitted.*

- *It was agreed to have Ms. Crescimano contact unemployment services concerning Item #2 and Item #4 and let them determine if any recourse is available to us to reduce our liability.*

Roll call vote taken; Mr. Artino, yes; Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Geib, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, no; Ms. Wilber, yes; motion approved.

Item #3 –Authorization for the Executive Director to **increase** the **FY17 grant contract** with **Sandusky Artisans** in an amount **not to exceed \$12,400** to pay for **extermination services, replacement of furniture and flooring** due to unforeseen bedbug problem moved by Mr. Betton, second by Mr. Murray. Roll call vote taken; Mr. Artino, yes; Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Geib, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, yes; motion approved unanimously.

Item #4 –Authorization for the Executive Director to **retroactively approve resolution adopting former employee severance payout**. Actual resolution to be provided at the Regular board meeting November 15, 2016 by Vickie Ruffing, Board Solicitor, moved by Mr. Betton, second by Mr. Newton.

Overview/Discussion:

Ms. Ruffing introduced RESOLUTION NO. 11-2017-02

WHEREAS: pursuant to Ohio Revised Code 340.10, the Erie County Auditor is the designated custodian of the funds of the Mental Health and Recovery Board of Erie and Ottawa Counties and has authority to make payments from such funds on the order of the county auditor and on recommendation of the board; and WHEREAS: pursuant to policy 14.05 of the Personnel Policy Manual of the Mental Health and Recovery Board of Erie and Ottawa Counties on the 26<sup>th</sup> day of August 2016, Debbie Kelley, who held the position of Deputy Director of Planning and Policy for the Mental Health and Recovery Board of Erie and Ottawa Counties selected, upon her separation from employment with the Mental Health and Recovery Board of Erie and Ottawa Counties, to receive a payment of 240 hours of accrued sick leave and the Executive Director approved same; and WHEREAS: it may be necessary, for audit purposes, for the Board of the Mental Health and Recovery Board of Erie and Ottawa Counties to formally approve said action taken by the Executive Director and therefore to insure that all requirements are fully satisfied the Board of the Mental Health and Recovery Board of Erie and Ottawa Counties on the 15<sup>th</sup> day of November, at a regularly scheduled meeting of the said Board notice of which was published according to law, the Board, a quorum being present, considered and approved the as follows: NOW, THEREFORE, BE IT RESOLVED BY THE MENTAL HEALTH AND RECOVERY BOARD OF ERIE AND OTTAWA COUNTIES that the payment, pursuant to policy 14.05 of Personnel Policy Manual of the Mental Health and Recovery Board of Erie and Ottawa Counties, of sick leave conversion by Debbie Kelley is approved, RESOLVED BY: Mr. Murray SECOND TO RESOLUTION BY: Ms. Carpenter.

*Starting January 1, all sick leave and vacation will be monitored by the Erie County Auditor through our policy. Another check and balance system to be put in place. Furthermore, if any additional policy changes are made the Board will have to sign off on it.*

RESOLUTION NO. 11-2017-02, ROLL CALL vote of the members present: Mr. Artino, yes; Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Geib, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, no; Mr. Stahl, yes; Ms. Wilber, yes; resolution approved.

EXECUTIVE DIRECTOR'S REPORT:

- October Revenue and Expense Reports – no questions
- Monthly Update:
  - 1) Thanks to all for passage of our levy.

- 2) Ambulatory Detox; OACBHA working on regional solution.
- 3) Continuum of Care; must be in place by July of next year or risk losing state funding.
- 4) OACBHA meeting is scheduled for November 30 at The Boat House in Columbus. Board members are welcome to attend.
- 5) We still have not heard as to when the Community Plan and Budgets will be due.
- 6) Lisa Crescimano is doing fine; not sure yet if she wants to continue past the first of the year.

#### REPORT OF COMMITTEES:

- Finance – no report
- Planning & Oversight: Chaired by Mr. Geib and co-Chaired by Mr. Betton. Mr. Geib noted that a field trip was taken to visit the *LIA House* (residence sober living facility) located on the west side of Cleveland. It was a very informative meeting. A lunch/meal reimbursement form will be provided to Mr. Geib. As a Board we need to look at what we are going to do with clients once they have detoxed.  
An open house for the *Primary Purpose* facility was also attended. This is a new 6-bed men's sober living facility in Sheffield Township.
- Transition – Mr. Gross noted that contact has been made with the accounting firm to provide an audit and that should be starting soon. It was agreed to look back at least two years prior. Contact with the Board's outside council will be discussed in executive session.

#### UNFINISHED BUSINESS: No Report

#### NEW BUSINESS:

Concerning the situation with Ms. Williams, she will have to determine whether she wants the sick leave pay-out or would prefer to carry over her sick leave hours to her new position. The Board will be kept updated on this issue.

Ms. Wilber stated that she took a tour of the jail and recommends it to anyone interested in going.

#### ANNOUNCEMENTS:

- Julie Hammond, she previously had sent a letter to Dr. Halliday and Ms. Wilber. She had lost her son due to a mental health crisis. She spoke on the ordeal leading up to this tragic event. The Board thanked her for her speaking out and shared their sympathies with her.
  - ✓ Mr. Geib expressed having a consumer advisory council to help us to learn exactly what some of the issues are and how we can help.
  - ✓ Mr. Murray noted the Board needs to look into providing a mental health ER.
- Many thanks to the Board from Sandusky Artisans Recovery Community Center for the extra help being provided.

#### EXECUTIVE SESSION:

At 7:15 p.m. Mr. Gross moved to exit the regular board meeting and enter into executive session for the purpose of Personnel: Appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employee or official, or the investigation of charges or complaints against a public employee or official, and Court Action: Conference with attorney or public body to discuss pending or imminent court action, second by Mr. Guerra. Roll call vote taken; Mr. Artino, yes; Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Geib, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, yes; motion approved unanimously.

At 8:15 p.m. Mr. Gross moved to exit executive session and enter back into the regular board meeting, second by Mr. Murray. Roll call vote taken; Mr. Artino, yes; Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Geib, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, yes; motion approved unanimously.

ACTION TAKEN:

Mr. Murray moved to suspend Dr. Halliday with pay pending investigation, second by Mr. Gross. Roll call vote taken; Mr. Artino, yes; Mr. Betton, yes; Ms. Carpenter, no; Mr. Garrett, no; Mr. Gross, yes; Mr. Geib, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, no; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, yes; motion approved.

THE MHRB MEETING OF NOVEMBER 15, 2016, WAS ADJOURNED AT 8:20 P.M. WITHOUT OBJECTION BY BETSY WILBER, CHAIR.

RECORD OF FOLLOW-UP ACTION REQUEST:

- Ms. Carpenter agreed to set up the jail visit in Ottawa County, and Ms. Snyder agreed to set up the jail visit in Erie County.

Respectfully submitted,

  

---