

**MINUTES**  
**MH&R BOARD OF ERIE & OTTAWA COUNTIES**  
**MAY 16, 2017**

PRESENT:	Betsy Wilber Tim Betton Charles Murray	Ron Guerra Connie Cornett Craig Stahl	John Fletcher Anthony Setley
OFFICE STAFF:	Jody Demo-Hodgins	Lisa Crescimano	Patty Notestine
EXCUSED:	Keith Newton	Kayleigh Snyder	Connie Kendrick
ABSENT:	Bob Geib	Gerhard Gross	Sam Artino

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THE MHRB MEETING OF MAY 16, 2017, WAS CALLED TO ORDER AT 5:15 P.M. AND THE CHAIRMAN NOTED THE PRESENCE OF A QUORUM, BETSY WILBER, CHAIR, PRESIDING.

**SECRETARY'S REPORT** (*Minutes of April 18, 2017 meeting*); approved as read.

**AGENDA ITEM PROPOSALS:** Mr. Murray inquired about the funding request made by Stephanie Kowal from the Ottawa County Job & Family Services concerning a child in placement. Ms. Demo-Hodgins noted that they are working on this case and have put together two different options. This brought about the discussion on shared funding. Additional discussion will take place in June. JFS and DD are funding this case and at no point will placement be disrupted.

**Interim Executive Directors Report:** (*hand-out provided*)

- The 2018 Budget information was presented to the Erie County Commissioners.
- Reviewed shared funding requests from Erie County Department of Developmental Disabilities.
- Met with Ottawa Job and Family Services director to discuss shared funding needs both *placement* and *preventive* services. It was noted that there are no wrap-around services in Ottawa County.
- Completed initial and second interviews with members of the Transition Committee and added Ron Guerra and John Fletcher to the team.
- Met with CARF reviewer as part of their re-accreditation of Bayshore Counseling Services.
- Submitted letters to key members of the Senate Finance Committee, including Senator Gardner, requesting support for maintaining Medicaid Expansion in its present structure, maintaining the addition of \$27 million dollars for crisis facilities and withdrawal management. This includes \$12 million that will be directly allocated to Boards for locally based withdrawal management services.
- Discussed options for Beacon House with Ohio MHAS Housing and Capital Staff in preparation for discussion with VOA.
- Addressed client grievances – one in Erie County and the other in Ottawa County.
- We have been awarded \$328,200 for our Jail based linkage services under the 21<sup>st</sup> Century Cures grant. Partnering with BCS, FCRS, ECHD. and the EC Sheriff's office.

**REPORT OF OFFICERS:**

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

Item #1 –Approval of monthly Bills to Be Paid in May: **Resolution No. 05-2017-01**, Whereas the attached **May Financial Transaction Report** has been reviewed for appropriateness, and compliance with Board Policies; therefore Mr. Fletcher resolved that the Mental Health and Recovery Board of Erie and Ottawa Counties approve the business contained in the May Financial Transaction

Report, Total Amount Approved \$542,281.39; second by Mr. Guerra. Roll call vote take; Mr. Betton, yes; Ms. Cornett, yes; Mr. Fletcher, yes; Mr. Guerra, yes; Mr. Murray, yes; Pastor Setley, yes; Mr. Stahl, abstain; Ms. Wilber, yes; resolution carried.

Item #2 –Approval of **fund transfer** in the amount of **\$9,764** from Fund 74631 MH Grant to 74645 Ottawa County FCFC for **Respite funding**; and **Amended Appropriations**, moved by Mr. Stahl, second by Mr. Betton, motion carried unanimously.

Item #3 –Approval of **payment for services** rendered by **Connelly & Collier** for the period May 11, 2016 through June 30, 2016 in the amount of **\$2,818.35**, moved by Mr. Stahl, second by Mr. Murray, motion carried unanimously.

Item #4 –Approval of FY17 **Contract Addendum** for **Bayshore Counseling Services** for an additional **\$17,825** for environmental strategy in gambling prevention (State funds), moved by Mr. Betton, second by Pastor Setley, motion carried unanimously.

Item #5 –Approval for **purchasing Harris Software** licenses for time and attendance system at a cost not to exceed **\$3,500**, moved by Mr. Guerra, second by Mr. Stahl, motion carried unanimously.

Item #6 –Authorization for the Executive Director to **increase** the FY17 contract with **Linda M. Fritz-Gasteier, LPA**, for **Guardianship Services** in the amount of **\$4,500**, moved by Mr. Guerra, second by Mr. Betton, motion carried unanimously.

Item #7 –Authorization for the Executive Director to **increase** the FY17 contract with **Vickie B. Ruffing, LPA, Inc.** in the amount of **\$4,900**, moved by Mr. Fletcher, second by Mr. Murray, motion carried unanimously.

Item #8 –Authorization for the Executive Director to **re-allocate \$8,100** in SFY2017 **Reentry Funds** from Center for Cultural Awareness to **Bayshore Counseling Services** effective May 17, 2017, moved by Mr. Betton, second by Mr. Murray, motion carried unanimously.

Item #9 –Authorization for the Executive Director to enter into an **amendment** of the **Case Management Contract** with Ohio Opportunities for Ohioans with Disabilities **adding Huron County**, moved by Mr. Murray, second by Mr. Fletcher, motion carried unanimously.

**April Cash Balance, Revenue and Expense Reports** – reviewed by Ms. Crescimano, no further questions asked. A new report format has been implemented showing unexpended balances along with a cash flow graph.

#### **REPORT OF COMMITTEES:**

- Planning & Oversight: Mr. Betton noted that a recommendation was made to the Finance Committee to approve the Ottawa County Health Department request for a needs assessment, as well as, the request for EMDR training.
- Finance: Mr. Guerra has asked Ms. Crescimano to provide a draft budget 2018 for the June Finance Committee meeting. It was noted that any agency can come back if any additional information is requested. The knowledge brought forth to us in this budget process has been extremely helpful.
  - ✓ Mr. Guerra moved to **accept** the **Ottawa County Health Department** Needs Assessment Partner funding request in the amount of **\$10,000**, second by Mr. Betton, motion approved unanimously.
  - ✓ Mr. Guerra moved to **accept** the **EMDR** (Eye Movement Desensitization and Reprocessing) request for funding in an amount **up to \$14,995**, second by Pastor Setley, motion approved unanimously.

- Review of SFY18 Funding Requests: The Director reviewed the process used to develop the recommendation for the SFY2018 request for funds.

#### **UNFINISHED BUSINESS:**

- 1) Erie County Jail Tour: It was decided to postpone the tour until after the summer season, tentatively before the board meeting in September.
- 2) After visiting the Ottawa County Jail discussion took place on the needs presented to the board members by Captain Marshall. His number one request would be to have a psychiatrist come into the jail at least once a month to review medication needs. An exit/discharge plan with information on where to go to get needed services once released (meetings, counseling, phone numbers, contacts, etc.) is needed. A resource card they can take with them.

Long waiting times still an issue with Deputies when taking individuals to the hospital for an assessment. Bayshore and Firelands staff agreed to follow up with Captain Marshall in regard to the discussion.

#### **NEW BUSINESS**

- ✓ The Board has received a resignation letter from Jim Olson. Resignation accepted with requests. Mr. Stahl noted that Mr. Olson is an awesome guy, a first-class individual, and we wish him all the best.
- ✓ Pastor Setley has accepted a new position at the University of West Virginia and announced his resignation from the Board. He also noted the positive changes he has seen since first appointed to the Board up to the present. We wish Pastor Setley all the best.

#### **GUEST INTRODUCTIONS AND ANNOUNCEMENTS:**

Mike from LHSL, thanked the Board for coming here today. He also gave insight into his story and noted that this platform has changed his life for the better in many ways. He asked the Board to stay aware of the electronic issues (computer interaction, cell phones) providing a whole new set of concerns and problems.

#### **EXECUTIVE SESSION:**

At 7:00 p.m. Ms. Wilber moved to exit the open board meeting and enter executive session for personnel appointments and dismissals, seconded by Mr. Guerra. Roll call vote taken; Mr. Betton, yes; Ms. Cornett, yes; Mr. Fletcher, yes; Mr. Guerra, yes; Mr. Murray, yes; Pastor Setley, yes; Mr. Stahl, yes; Ms. Wilber, yes; motion approved unanimously.

At 7:20 p.m. Mr. Betton moved to exit the executive session and enter back into the regular board meeting, seconded by Mr. Murray. Roll call vote taken; Mr. Betton, yes; Mr. Fletcher, yes; Mr. Guerra, yes; Mr. Murray, yes; Pastor Setley, yes; Mr. Stahl, yes; Ms. Wilber, yes; motion approved unanimously.

#### **ACTION TAKEN:**

Mr. Guerra moved to extend the offer of Executive Director of the Mental Health and Recovery Board to Brenda Cronin, second by Ms. Wilber, motion approved unanimously.

#### **LIST OF ATTACHMENTS:**

WRAP (Wellness Recovery Action Plan) training session information provided.

THE MHRB MEETING OF APRIL 18, 2017, WAS ADJOURNED AT 7:30 P.M. WITHOUT OBJECTION BY BETSY WILBER, CHAIR.

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Minutes taken by Patricia J. Notestine, Secretary of the Board