



**Delaware-Morrow**  
Mental Health & Recovery Services Board  
*Health. Healing. Hope.*

**Board Meeting Minutes | April 20, 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 6:46 p.m.

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

Roll was called, which determined a quorum was met.

**Board Members Attending:** David Black, Lynnette Cook, Robert Horrocks, Kathleen Johnson, Crystal Mazza, Zachary (Zach) Miller, Mallory Sribanditmongkol, Samuel Stahl, Trevor Thomas, Marnie Whaley-Buckel, and Benjamin Winkler

**Board Members Excused:** Kimberly Hallinan, Ruchelle Pride, Jeremiah Wagner

**Board Members Unexcused:** None

**Board Guests:** Diane Bricker, Jim Wilson, Wendy Williams, Amber Scott, Erin Pence, and Susan Hanson

**Staff Present:** Kim Bood, Deanna Brant, Lisa Dooley, Ian Ferguson, Bailey Gano, Kyle Lewis, Rhianna Mattix, Karen Mohr, Kristan Warren

**3. Agenda:** *Benjamin Winkler, Board Chair*

Benjamin Winkler asked if there were any additions or corrections to the agenda. Deanna Brant stated that agenda item 10D is marked as an action item, although the board may or may not take action on it. Ben asked for a motion to request additional changes, or to approve the amended agenda.

**Motion: 2023/04/1:** The Board agrees to approve the Board Meeting Agenda as amended.

David Black moved and the motion was seconded by Samuel Stahl. The motion was approved unanimously in an 11-0 vote.

**4. Approval of March 16, 2023 Board Meeting Minutes:** *Benjamin Winkler, Board Chair*

Benjamin introduced the March 16<sup>th</sup>, 2023 board meeting minutes, and asked if there were any requested corrections to the presented board meeting minutes. Hearing none, approved the minutes by unanimous consent.

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

Benjamin opened the floor of the Board meeting to the public, both in-person and remotely, and asked if any would like to provide public comment to the Board. Hearing none, the floor was closed to public comment.

6. **DMMHR SB Staff Introduction:** *Deanna Brant, Executive Director*

Deanna Brant introduced the newest DMMHR SB employee Robert (Bob) Hatcher. Although he was not present at the meeting, she spoke of his decades of experience in Delaware law enforcement, and how that would translate well to his new role as the Crisis Systems and Training Coordinator, which he started on April 10<sup>th</sup>. Rhianna Mattix noted that Bob started his career at the Morrow County Sheriff's office, and this his strong relationships with community partners would go a long way towards success in this role. She also noted that CIT Training week would take place during the first week of May, which he would be heavily involved with. Both Deanna and Rhianna reiterated their gratitude at having him this position, and they note he is a "perfect fit" for it.

7. **Approval of March 16, 2023 Meeting Minutes:** *Lynnette Cook, Planning Committee Chair*

Lynnette Cook noted that the March 2023 Planning Committee Minutes had been distributed previously. As such, the minutes were accepted through unanimous consent.

**Motion: 2023/04/2:** The Board agrees to accept the March 16, 2023 Planning Committee Meeting Minutes, as presented.

8. **Committees and Directors Reports:**

A. **Verbal Report of April 20, 2023 Finance Committee Meeting:**  
*Marnie Whaley-Buckel, Finance Committee Vice Chair*

Marnie Whaley-Buckel summarized the key points of the Finance Committee Meeting, including the February and March 2023 Finance reports, the Special Services Report, Meadow Center Bid Update, and the Provider Audit Checklist. Marnie requested the Administrative Assistant to read the relevant motions passed by the Finance Committee.

**Motion: 2023/04/3:** The Full Board agrees to accept the February 2023 and March 2023 Finance Reports, as presented.

Lynnette Cook moved and the motion was seconded by Crystal Mazza. The motion was approved unanimously in an 11-0 vote.

**Motion: 2023/04/4:** The Full Board agrees to adopt the Helpline Reallocation Request, as presented.

David Black moved and the motion was seconded by Marnie Whaley-Buckel. The motion was approved unanimously in an 11-0 vote.

**Motion: 2023/04/5:** The Full Board agrees to adopt the Calendar Year 2023 Amended Appropriations Budget, as presented.

Kathleen Johnson moved and the motion was seconded by Samuel Stahl. The motion was approved unanimously in an 11-0 vote.

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

Kristan Warren 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. Ben Winkler asked her if there was anything in the report that she'd like to highlight. Kristan responded by speaking about an upcoming meeting with Olentangy School and potentially changing the way services are administered in that school system. Hearing no further questions, the board proceeded to the next agenda item.

C. **Communications Director's Report** – *Kyle Lewis – Communications Director*

Deanna Brant stated that Kyle Lewis would soon be leaving employment with the Board, and that his last day would be Friday April 21<sup>st</sup>. She noted that he first began employment with the Board in December of 2019, and helped build a strong foundation for further Communications work, particularly in terms of social media, an updated logo, contacts in both Delaware and Morrow Counties, as well as multiple forms of outreach. She then presented him with a small tree in recognition of his work and service to the board. Kyle thanked the Board for the opportunity to work for them, and stated his appreciation for the experience, particularly since this was his first director position. He finished by noting that he looks forward to continuing being part of the community.

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

Rhianna Mattix noted that her report was present in the Board Packet distributed to all members. She briefly reviewed the report, which included such elements as her visits to the Adult Care Facilities in February to overview any financial, workforce, or other issues that may be having, as well as an update on the MACIT Team (Multi Agency Crisis Intervention Team), particularly their quarterly meeting, and the upcoming CIT Training during the first week of May. She also spoke about the importance of community event participation, and how well-received the new Board logo has been. Ben Winkler then asked for any further questions, and hearing none, the board moved on to the next agenda item.

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

Deanna Brant stated that that her report was uploaded recently for review. She noted that there was an upcoming training opportunity regarding property tax levies that would take place on April 28<sup>th</sup> at 10am. She also spoke about significant changes to the Ohio Senate Budget Bill, particularly the elimination of the Medicaid rate increase for Behavioral Health. Furthermore, she noted that line item 421 in the budget was essentially a cut due to the large number of designations to specific projects that do not give funding to the Board; which is largely due to the long standing formula it is based on. Moreover, the Delaware Social Services building is moving forward in its work, with Deanna giving

updates regarding its funding details and overall progress. She then asked for questions, with Zach Miller noting that the Board Roster is currently full, which he stated to be a rare occurrence. Deanna responded that the last time this was the case, was for a brief window of time in 2020.

**9. New Business:**

**A. DMMHRSB Policies and Procedures Update – Deanna Brant - Executive Director**

Deanna Brant stated that she had intended to post the first round of edits to the Board Policy and Procedure Manual on the website prior to the meeting. David Moser had helped to make the edits, and they would be forthcoming before the end of the current fiscal year. She noted that Board member input will be welcome once they have been posted.

**B. Forms and Expenses Update – Vacation Leave conversion Form and Mileage and Expense Form – Deanna Brant, Executive Director**

Deanna Brant noted that the Vacation Leave Conversion Form is completely new, while the Milage Expense Form is modified from an existing file. The Vacation Leave Conversion Form was created based off of the Vacation leave OPS Conversion Policy, as a result of an employee wanting to convert their time accordingly. The Milage Expense Form was changed to make it easier and simpler to fill out and process. Ben Winkler opted to entertain a motion to approve both forms at once.

**Motion: 2023/04/06:** The Board agrees to adopt the DMMHRSB Vacation Leave Conversion Form, as well as the DMMHRSB Mileage and Expense Form, as presented.

Samuel Stahl moved and the motion was seconded by David Black. The motion was approved unanimously in an 11-0 vote.

Deanna Brant noted that it may be easier to allow the Board to delegate the ability to create or make changes to DMMHRSB Forms to the Executive Director, so that all form changes would not need to go before the board. Ben Winkler agreed and entertained a motion to allow the Executive Director to update or create DMMHRSB forms without needing board approval.

**Motion: 2023/04/07:** The Board agrees to delegate to the Executive Director the authority to update Personnel Forms, at her discretion.

Robert Horrocks moved and the motion was seconded by Marnie Whaley-Buckel. The motion was approved unanimously in an 11-0 vote.

**C. Communications Update - Deanna Brant, Executive Director**

Deanna Brant explained that Board staff are in the process of interviewing candidates for the Communications Director Position. She noted that the Communications Plan has been updated accordingly, and staff were in the process of developing a transition plan. Additionally, she would like to hire a candidate for the role before the end of the fiscal year.

**D. Notice Update – Jacob Edward Walls Foundation - Deanna Brant, Executive Director**

Deanna Brant spoke about the board issued a Notice of Material Breach to the Jacob Edward Walls Foundation over contract concerns, which occurred on February 16<sup>th</sup> 2023. The cure date for the breach was March 17<sup>th</sup>, which was updated on March 21<sup>st</sup> to May 1<sup>st</sup>, as a result of not receiving required documentation including governance documents (including board meeting minutes) and financial data in the form of an independent audit. Deanna noted that some of the missing documentation was received on March 17<sup>th</sup>, and other missing documents, but not all of them, were received after the April 18<sup>th</sup> meeting with Jacob Edward Walls Foundation CEO – Matthew Walls. As of April 20<sup>th</sup>, some documentation was still missing, with the expectation that it will be given to the board before the May 1<sup>st</sup> deadline.

Jeremiah Wagner asked if Matt Walls was required to provide certain documents by the day after the previous meeting on March 16<sup>th</sup>; as well as if he had provided them in time. Deanna clarified that they have received some board minutes from him, such as those from FY22 and FY23. However some meeting minutes are still missing. Marnie Whaley-Buckel asked if there were any concerns in terms of Matt Walls' financial information. Deanna replied that there were, but she wanted to give him the opportunity to address them. Rhianna Mattix also noted that Matt was working with an accountant from Robert Half to help get his financials in order. Jeremiah also asked if there were concerns regarding how day-to-day business was handled since many of the basic governance documents had not been provided to the board. Deanna replied that she did not feel she could give an informed answer as she had received the bulk of the meeting minutes only two days prior to the present meeting.

Deanna reiterated that after May 1<sup>st</sup>, if the Jacob Edward Walls foundation does not cure the material breach, the board can consider either termination for cause or a transition period through the use of non-renewal and payment suspension.

**10. Motion to Adjourn:**

Benjamin Winkler asked if there was any further business for the board to discuss, and hearing none, adjourned the board meeting by unanimous consent.

**Motion: 2023/04/08:** The Board moves to adjourn the April 20, 2023 Board Meeting.

Kathleen Johnson moved and the motion was seconded by Ruchelle Pride. The motion was then approved by unanimous consent.

The Board meeting was adjourned at approximately 7:42 PM.

Respectfully submitted:

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Ian Ferguson, Administrative Assistant

Accepted:

  
~~Benjamin Winkler, Board Chair~~ MWB