



**Board Meeting Minutes | March 16, 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 6:30 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, Kimberly Hallinan, Robert Horrocks, Kathleen Johnson, Crystal Mazza, Zachary (Zach) Miller, Ruchelle Pride, Mallory Sribanditmongkol, Samuel Stahl, Trevor Thomas, Jeremiah Wagner, Marnie Whaley-Buckel, and Benjamin Winkler

**Board Members Excused:** None

**Board Members Unexcused:** None

**Board Guests:** Diane Bricker, Matthew Walls, Melissa Ebling, Jim Wilson, Wendy Williams, John Matthews, and Susan Hanson.

**Staff Present:** Kim Bood, Deanna Brant, Lisa Dooley, Ian Ferguson, Bailey Gano, Susan Hannahs, Kyle Lewis, 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 requested that items numbered 10c-10e be moved after agenda items 4 and prior to agenda item 5. Ben asked for a motion to request additional changes, or to approve the amended agenda.

**Motion: 2023/03/1:** The Board agrees to approve the Board Meeting Agenda as amended.

Marnie Whaley-Buckel moved and the motion was seconded by David Black. The motion was approved unanimously in a 14-0 vote.

**4. Community Partner Retirement Recognition – Delaware County Sheriff Russ Martin:**  
*Deanna Brant, Executive Director*

Deanna Brant introduced Delaware County's retiring Sheriff Russ Martin for his long career in law enforcement of 43 years, as well as the positive impact that this had in the mental health community and for the work that the board does. She spoke about a few specific examples, such as the presence of full time counselors and use of Medication Assisted Treatment (MAT) present

in Delaware County Jails; as well as his support of residents through positive programs, rather than attempt to arrest our way out of issues. She then presented him with a certificate in recognition for his service.

Russ Martin accepted the certificate and then described his work in law enforcement, as well as highlighted how his positive relationship with DMMHRSB has been beneficial with both parties. He also shared personal anecdotes that emphasized the importance of a positive working relationship between mental health and law enforcement. Afterwards, he noted that although he was retiring from law enforcement, he still planned to be active in the community.

**5. DMMHRSB Five-Year Projections – Kim Bood Finance Director, and Deanna Brant, Executive Director**

Deanna Brant and Kim Bood presented the existing Five-Year Projections in terms of the board's present and future financial status. Kim explained that the Five Year Projections and Courage Court Rental Subsidy support were moved to be earlier in the meeting so that she could present them before leaving for a different meeting in Morrow County. The Five-Year Projections include Fiscal Year 2022 Actuals as well as FY2023 Projections, and the FY24-26 budgets. She noted that these numbers could be affected by certain factors such as the upcoming tax levy in 2026. Zach Miller asked if Kim was requesting questions or feedback in regard to the projections, and she replied that would welcome any suggestions from board members. Ben Winkler asked about a sharp increase in professional service costs, to which Deanna noted was a result of additional consultation personnel such as the Strategic Planning Consultant and Erin Pence. As a result of several pending questions that could not immediately be answered, Deanna offered and Ben suggested a motion to table the motion of approval for the Finance Committee to consider.

**Motion: 2023/03/2:** The Board agrees to Table the approval of the DMMHRSB Five-Year Projections, as presented.

David Black moved and the motion was seconded by Marnie Whaley-Buckel. The motion was approved unanimously in a 14-0 vote.

**6. Courage Court Rental Subsidy Report and Courage Court PNC Reconciliation - Kim Bood, Finance Director, and Deanna Brant, Executive Director**

Kim Bood began by presenting the information contained in the Courage Court subsidy log, specifically how the dollar amounts changed from month to month, as well as changes in the Rent Subsidy Reconciliation with PNC Bank. She also explained the process of how rent subsidy fund is handled such as that the rent subsidy fund is intended to help those who don't have the money to pay for fair market rent in Del-Mor Dwellings; and the specifics of how this is recorded by DMMHRSB finance staff member Karen Mohr and CEO of Del-Mor Dwellings Jim Wilson. After the walkthrough and explanation on the specifics of the report, Kim noted that Jim Wilson was attending the meeting virtually, and could answer any questions pertaining to the Del-Mor financial documents. There being no questions, Ben Winkler suggested a motion to adopt the Courage Court Rental Subsidy Report and PNC Reconciliation.

**Motion: 2023/03/3:** The Board agrees to adopt the Courage Court Rental Subsidy Report and PNC Reconciliation, as presented.

Jeremiah Wagner moved and the motion was seconded by David Black. The motion was approved unanimously in a 14-0 vote.

**7. Approval of February 16, 2023 Board Meeting Minutes: *Benjamin Winkler, Board Chair***

Benjamin introduced the February 16<sup>th</sup>, 2023 board meeting minutes, and asked if there were any requested corrections to the presented board meeting minutes. Kim Bood noted that there was originally a small error regarding the seventh motion of the February Board meeting – specifically that one dollar amount was off by \$2 but has now been corrected. Hearing no further comments, Ben asked for a motion to approve the amended minutes.

**Motion: 2023/02/4:** The Board agrees to approve the February 16, 2023, Board Meeting Minutes, as corrected.

Marnie Whaley-Buckel moved and the motion was seconded by Samuel Stahl. The motion was approved unanimously in a 14-0 vote.

**8. 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.

Diane Bricker of Safe Harbor introduced her new Associate Director to the Board – John Matthews. She noted that he had started in February. John stated that he was glad to be part of the organization, and that they are continuing to hire new staff.

Next, Matthew Walls of the Jacob Edward Walls Foundation stated that he was glad to be there and would like to continue providing services to the community.

Afterwards, Jim Wilson of Del-Mor Dwellings spoke, and thanked Kim Bood for putting together the aforementioned report, and hopes that the board's significant financial investment will be helpful to the board. He noted that with the extra money he was able to add 40 additional units of housing, which will be of great benefit in the coming decades. He also noted that although Del-Mor had invested money in a bank that recently had to close – Silvergate Bank, it was all FDIC insured, and thus they will be able to recoup the lost funds.

**9. DMMHRSB Board Member and Staff Introduction: *Deanna Brant, Executive Director***

Deanna introduced the new pending Board member, Kimberly Hallinan. Kim gave a short speech about herself, including her background in healthcare, as well as gratitude for her new role on the board. Next, Deanna introduced Bailey Gano, the new Community Impact Coordinator. Bailey also gave a short work background. She's currently in the process of earning her master's degree in public administration from Ohio State University and she's excited to work with the community in Delaware and Morrow Counties. After this, Ben Winkler had Kim take the Oath of Office, and officially swore her in as a full member of the DMMHRSB.

**10. Approval of February 16, 2023 Finance: *Benjamin Winkler, Board Chair***

Benjamin Winkler noted that the February 2023 Finance Committee Minutes had been distributed previously. As such, the minutes were accepted through unanimous consent.

**Motion: 2023/03/5:** The Board agrees to accept the February 16, 2023 Finance Committee

Meeting Minutes, as presented.

## 11. Committees and Directors Reports:

### A. **Verbal Report of March 16, 2023 Planning Committee Meeting:**

*Benjamin Winkler, Board Chair*

Benjamin asked Lynnette Cook if all the same board members were present in the Planning Committee Meeting as in the current Board meeting. Lynnette stated that this was the case. Ben asked if there were any comments on the verbal report, and hearing none, adopted it by unanimous consent.

**Motion: 2023/02/6:** The Board agrees to accept the Planning Committee Chair's verbal report of the March 16<sup>th</sup> Planning Committee, as presented.

### 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. Hearing none, the board proceeded to the next agenda item.

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

Kyle Lewis noted that his report was not present in the board packet, and he would be giving a verbal update instead. He stated that he would soon receive a shipment of new giveaway materials with the new board logo on them, including bubbles, pens, and squishy brains. He also stated that on March 27<sup>th</sup> a photographer would be taking pictures of new staff to put on the website, and any board members were welcome to request as well. Additionally, he spoke about his attendance at meetings of the One Ohio state and regional boards, as well as the fact that he was in the process of putting together the annual report for Fiscal Year 2022. Hearing no questions, the board proceeded to the next agenda item.

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

Deanna Brant noted that Rhianna Mattix was not present at the meeting to present her report. Deanna summarized its contents instead, which included CIT Trainings in May, Securing the SOR 2.0 and SOS Funding, as well as making an offer to Robert Hatcher for the Crisis Systems and Training Coordinator position. Ruchelle Pride asked Deanna how this could affect the development of a crisis center in Franklin County. Deanna replied that there would likely be linkage and referral back to Delaware and Franklin Counties, (particularly southern Delaware County) which would be covered during future planning conversations. 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 the Board association had an upcoming legislative day on March 29<sup>th</sup>, and that House Bill 1 would be the focus of much of the conversation. She also noted that the Board would need to make a decision at some point as to whether or not to retain

the position of Board secretary, which is currently vacant. She also spoke about the Crisis Landscape Report that was recently released by the Ohio Department of Mental Health and Addiction Services (OhioMHAS). It is an aggregate report based on the availability of crisis services in communities. Additionally, she noted that all 120-Day provider notices have been successfully sent out, although none have been received from providers. Lastly, Deanna stated that she had been appointed to the Executive Committee of the Ohio Board Association. She then asked for questions, and hearing none, the board moved on to the next agenda item.

## 12. **New Business:**

### A. **Notice of FY2023 Contract Compliance Concerns and Notice of Material Breach Extension Request – Jacob Edward Walls Foundation – Deanna Brant - Executive Director**

Deanna began by stating that the deadline for the Jacob Edward Walls Foundation to cure their FY2023 material contract breach was March 17<sup>th</sup> 2023. Matthew Walls, the Executive Director of the Jacob Edward Walls Foundation has filed a request for extension of the deadline; particularly in regard to documents that he is required to provide to the Board. Deanna then invited Matt to speak on his agency's behalf.

Matt Walls thanked the board for the opportunity to present, and spoke about the Jacob Edward Walls Foundation, and its ten-year history; particularly the recovery housing and other services it provides. He then spoke about the shortcomings in not providing documents, such as meeting minutes and audit reports, as well as his desire to cure the breach through an extension of the deadline to do so.

Zach Miller asked Deanna Brant to explain the requirements behind Sections 8.4 and 10.2 of the policy. Deanna explained that Section 8.4 required the submission of board meeting minutes, as well as the board roster when there were changes to it. In contrast, section 10.2 required the submission of an independent audit report to the board. Lynnette Cook asked if Matt had an existing relationship with auditor he could use, and he replied that he did not and thus had to seek one out to complete the agency's audit, which is still ongoing. She then asked if he had ever had an audit of his organization before, which he replied that he did not, as he did not realize that it was a requirement of his contract. Deanna Brant clarified that the Board first contracted with the Jacob Edward Walls Foundation in FY 2018 as a part of a community partnership, which did not require a full independent audit. The contract didn't shift into a full agreement until FY2020; which means the board is required to have full independent audits from Jacob Edward Walls Foundation for FY2021 and FY2022.

Marnie Whaley-Buckel asked Deanna Brant if the provider contract requirements were based on the Ohio Revised Code. Deanna replied that she would need to verify with the board's counsel - David Moser before answering. Marnie then asked if all provider agencies were required to have audits, which Deanna replied that they did. Robert Horrocks asked what would happen if the extended deadline were approved, but the requested documents were still not delivered by that time. Deanna replied that in such a case, the Jacob Edward Walls Foundation contract with the board could be non-renewed for FY2024 or the board could consider termination of the FY2023 Agreement for cause. Robert stated that he did not understand how the documents, particularly the bulk of the board meeting minutes could still be incomplete, since they are intended to be created every month, and



not backfilled. Lynnette Cook added that she respected the work that Matt Walls did, but not having an audit for the time that his organization has been board-funded is a red flag, and cause for concern in terms of not being Best Practice or sustainable. Ben asked if the request for extension would go to May 31<sup>st</sup>, which Deanna clarified it could. However, David Black stated that that given the foundational aspects of the board meeting minutes, those should not be granted an extension in the same manner that the audit documents would.

Ben asked if there was any further discussion of potential deadline extension for the Jacob Edward Walls Foundation, and hearing none, proceeded to ask for a motion. Marnie Whaley-Buckel proposed the following motion, which was voted on through a roll-call vote.

**Motion: 2023/03/07:** The Board authorizes the denial of the Extension Request submitted by Jacob Edward Walls Foundation.

**David Black: Nay**  
**Lynnette Cook: Yea**  
**Robert Horrocks: Yea**  
**Kimberly Hallinan: Nay**  
**Kathleen Johnson: Yea**  
**Crystal Mazza: Nay**  
**Zachary Miller: Nay**  
**Ruchelle Pride: Nay**  
**Samuel Stahl: Nay**  
**Mallory Sribanditmongkol: Yea**  
**Trevor Thomas: Nay**  
**Jeremiah Wagner: Nay**  
**Marnie-Whaley Buckel: Yea**  
**Benjamin Winkler: Nay**

The Motion failed in a 5-9 vote.

As an alternative, Lynnette Cook suggested an extension to May 1<sup>st</sup> for the Audit documents, but no extension of the deadline for board meeting minutes.

**Motion: 2023/03/08:** The Board authorizes the approval of the Extension Request submitted by Jacob Edward Walls Foundation. to May 1st for audit documents only, with no extension being granted to missing governance documents.

Lynnette Cook moved and the motion was seconded by Samuel Stahl. The motion was approved in a 12-2 vote, with the nay votes being Jeremiah Wagner and Kathleen Johnson.

**B. OhioMHAS Capital Contracts – MH1301 and MH1295 – Deanna Brant, Executive Director**

Deanna stated that the two OhioMHAS Meadow Center Contract are included as part of the board packet distributed to all members. She noted that these contracts would allow the board to enter into a 30-year term and receive \$900,000 in state funding. She also stated that the two contracts were listed as two separate motions for board approval.

**Motion: 2023/03/09:** The Board authorizes the execution of the Meadow Center Contract: Project MH1301, as presented.

Zach Miller moved and the motion was seconded by David Black. The motion was then approved by unanimous consent.

**Motion: 2023/03/10:** The Board authorizes the execution of the Meadow Center Contract: Project MH1295, as presented.

Zach Miller moved and the motion was seconded by Ruchelle Pride. The motion was then approved by unanimous consent.

**C.** CY2023 Extension – Clark Schaefer Hackett Agreement - *Deanna Brant, Executive Director*

Deanna Brant explained that Denise Casto of Clark Schaefer Hackett was the board's consultant, and that Deanna was seeking a six-month extension of their current contract with the board, on the grounds that she is helpful in providing aid to existing finance staff, as well as with a couple large upcoming projects. Thus, she requested the board extend the existing contract to the end of September 2023, rather than the end of March 2023 as it currently stood.

**Motion: 2023/03/11:** The Board agrees to authorize the Executive Director to enter into the CY2023 Clark Schaefer Hackett Extension Agreement, as presented.

Samuel Stahl moved and the motion was seconded by Ruchelle Pride. The motion was then approved by unanimous consent.

**D.** DMMHR SB Policies and Procedures - *Deanna Brant, Executive Director*

Deanna Brant spoke about how it has been a long process to update the existing board policies and procedures, which she's been doing with help from counsel. Additionally, the Culture of Quality Survey is coming up later in the spring, so she would ideally like to be fully ready for that with the 14 standards they measure. Once draft policies and procedures are uploaded to the board page for review, she stated that the board members will be sent an email, so they can review it. Hearing no further comments or questions, the board proceeded to the next agenda item.

**13. Motion to Adjourn:**

Benjamin Winkler asked if there was any further business for the board to discuss, and hearing none, asked for a motion to adjourn the board meeting.

**Motion: 2023/03/12:** The Board moves to adjourn the March 16, 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 8:04 PM.

Respectfully submitted:

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Ian Ferguson, Administrative Assistant

Accepted:

  

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Benjamin Winkler, Board Chair *MBB*