



# Delaware-Morrow Mental Health & Recovery Services Board

Supporting Wellness. Building Hope. Transforming Lives.

## Board Meeting Minutes | October 20, 2022

Delaware Area Chamber of Commerce | 2 Troy Rd, Delaware, OH 43015

**1. Call to Order:** *Benjamin Winkler, Board Chair*

The meeting was called to order at approximately 6:42 p.m.

**2. Roll Call:** *Rhianna Mattix, Associate Director*

Roll was called, which determined a quorum was met.

**Board Members Attending:** David Black, Lynnette Cook, Crystal Mazza, Zachary (Zach) Miller, Ruchelle Pride, Samuel Stahl, Jeremiah Wagner, Marnie Whaley-Buckel, Benjamin Winkler, Sarah JanTausch

**Board Members Excused:** Robert Horrocks, Kathleen Johnson, Lynn Stacy, Trevor Thomas

**Board Guests:** David Collins, Susan Hanson

**Staff Present:** Deanna Brant, Ian Ferguson, Rhianna Mattix, Karen Mohr, Kristan Warren, Kyle Lewis

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

Benjamin asked if there were any additions or corrections to the agenda and Deanna stated there were none from the staff. Benjamin added a point under 8b to identify the need to review and adopt motions from the October 20, 2022 Finance Committee. No other additions or edits were made. The revised agenda was adopted by unanimous consent.

**4. Introductions of New Staff/Board Members:** *Deanna Brant, Executive Director*

Deanna introduced new Board member, Samuel Stahl. Samuel stated that he is a Psychiatric Nurse Practitioner and has historically worked in emergency and crisis care. Samuel added that he prefers to be addressed as 'Sam'.

Deanna introduced new Board staff, Ian Ferguson. Ian stated he has been in the role of Administrative Assistant for approximately one month. He added that, historically, he has worked at the Delaware and Cardington Public Libraries and has experience in administrative support and paralegal work.

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

Benjamin asked for public comment.

David Collins introduced himself as the new Regional Director for the Morrow and Delaware offices of Southeast Healthcare. David added that Southeast has made a successful transition into the Morrow County Hospital and have recently had an open house with hospital staff to provide information and introduction between staff.

**6. Approval of Meeting Minutes:** *Benjamin Winkler, Board Chair*

Benjamin asked if there were any additions or corrections to the meeting minutes from the September 15, 2022 Board meeting. No edits were suggested, and Benjamin accepted the minutes as presented.

Benjamin asked if there were any additions or corrections to the meeting minutes from the September 15, 2022 Joint Committee meeting. No edits were suggested. Benjamin accepted the minutes as presented.

**7. October 20, 2022 Joint Committee Verbal Report:** *Benjamin Winkler, Board Chair*  
Finance Chair, Jeremiah Wagner, provided a verbal summary of the Joint Committee held directly prior to this Full Board meeting. The following motions discussed and approved in the Joint Committee were approved as a slate by the Full Board.

**Motion 23.10.03:** The Finance Committee recommends that the full Board authorize amending Helpline's FY2023 Agreement to include up to \$14,500 for leasing costs as described.

**Motion 23.10.04:** The Finance Committee recommends that the full Board authorize the renewal of the FY2023 Agreement with the Crawford-Marion ADAMH Board and Cornerstone of Hope associated with the Mid-Ohio Traumatic Loss Team as described.

**Motion 23.10.05:** The Finance Committee recommends that the full Board approve the renewal agreement for FY2023 with the Delaware County Sheriff's Office for the Maryhaven jail-based behavioral health clinician as described.

**Motion 23.10.06:** The Finance Committee recommends that the full Board approve increasing Maryhaven's FY2023 provider allocation in the amount of \$65,000 for the development of Intensive Home-Based Treatment services as described.

**Motion 23.10.07:** Jeremiah Wagner moved that the full Board adopt the slate of motions as presented from the October 20, 2022 Finance Committee, Lynnette Cook seconded, and the motion carried 10-0.

**8. Director's Reports**

Kristan Warren reviewed the Community Impact Director's report as submitted in the Full Board Packet and asked for questions. Lynnette asked if there were any updates from last month's information concerning opt out forms for school-based social emotional learning (SEL) programs. Kristan reported there were no updates, and, to her knowledge, no forms had yet been received in Morrow County Schools.

Kyle Lewis reviewed the Communications Director's Report. Kyle highlighted the work being done for marketing and drafting a new logo that would be reviewed in new business. The Board had no questions or feedback on the report.

Rhianna Mattix verbally provided the Associate Director's report. She stated that the recent CIT training completed had 24 graduates. Rhianna stated that the evaluations for the 2022 trainings are now complete, and the CIT Advisory committee is set to meet again on November 2<sup>nd</sup> to review these and to plan for training in 2023.

Deanna Brant reviewed the Executive Director's report. She stated that the Board plans to participate in the Delaware County wage study that is currently being conducted. She added that the Board may hire a consultant to provide information but believes the county study may produce more useful information. Deanna also reported on the Drug Free Delaware Coordinator contract position, difficulty in gaps with the State Opiate Response (SOR) Grant, and timely compensation to the contractor for her time and expenses. The timelines of the grant end period, application, and award dates create gaps and delay payment to the contractor through no fault of their own. As such, the Board will need to discuss in future meetings the possibility of hiring the contractor as a direct employee of the board or possibly discontinuing the contract position altogether. Deanna also reported she will be co-chairing the Super Program Committee with Medina County for the statewide board association. Deanna asked for questions on her report.

David Black asked about the note in the report of the possibility that the SOR Grant funding may be cut by 30%. Deanna stated that the Board has never fully spent the Grant award due to a variety of reasons including a delay in the award from the State in the first year. She added that the Board spending will be under even if a 30% reduction occurs. No other questions were asked about this report.

**9. DMMHR SB Crisis Community Assessment Plan:** *Rhianna Mattix, Associate Director*  
Rhianna reviewed the Crisis Community Assessment Plan as it was submitted to OhioMHAS. She described the plan as a section of the full Community Assessment Plan due to the state January 31, 2023. She stated the crisis portion was separated from the remainder of the report and due in October to compile the information for OhioMHAS to present to the General Assembly prior to the break at the end of the calendar year. Rhianna highlighted the collaborative work between providers, PartnerSolutions, and Board staff to complete the report. Rhianna asked for questions on the report. Zach and Marnie commented on the content of the report and commended Rhianna for her work on the report. No questions were asked.

**10. DMMHR SB Re-Branding Guide:** *Kyle Lewis, Communications Director*  
Kyle reviewed the drafts for Branding including drafts for a new Board Logo, themes that could be utilized for marketing and social media, and options for the Board slogan. The Board unanimously supported the logo of the tree with leaves and roots. Kyle explained that keeping the colors similar to what is currently being used will allow for the continued use of some board items and materials while the versatility of the logo will allow for alterations to accommodate seasons, affinity groups, and various campaigns. Zach stated this style would fit well with the Board's Meadow Center project in Morrow County. Benjamin stated he liked the slogan 'Wellness. Hope. Transformation' while Zach stated he liked the slogan to be more about what the Board does. He felt 'Support. Build. Transform.' fit better with the Board's role in the community. Kyle stated he would work with a graphic designer to get the correct format for images as discussed and could work with the Board's architectural firm to integrate new material into the capital project design.

**11. DMMHRSB Board Resolution:** *Deanna Brant, Executive Director*

Deanna reviewed the Meadow Center renovation and expansion project to say that the project will be breaking ground in the coming months. Due to volatility in the market and in the materials supply chain, it will be likely that as the project progresses that there will need to be changes made in the building orders. In an attempt to simplify the process, Deanna presented a resolution that would authorize the Infrastructure and Facilities Committee (IFC) to approve change orders rather than taking them to the full board. This authority would allow for more flexibility in the process and would prevent interruptions in construction throughout the project. As presented, the resolution would allow changes up to \$50,000 to be approved by the IFC. David asked if the allowance could be set at 10% of the total project estimate to have a cap to the allowance for authorization and recommended it be set at 10% of the overall budget for the project. Deanna stated that at last estimate, the project would be approximately \$6.5 million which would set the allowance for changes to be \$65,000 and the cap for the resolution at \$650,000. David said the Board would have to ensure the Auditor's Office would be okay with this resolution and to consult board counsel again in order to draft the resolution as discussed. As such, Benjamin moved to table the resolution until the next Board meeting.

**12. DMMHRSB Board Policy Review:** *Deanna Brant, Executive Director*

Deanna presented the Purchasing with Credit Card Policy as reviewed and edited by board counsel. The previous, red line version along with the newly drafted version by counsel were included for Board review and questions. In the draft the total limit for cards listed will be an aggregate total not to exceed \$15,000 rather than having individual limits on each card. Zach asked if all changes suggested in last month's meeting were added to this final draft to which Deanna confirmed they were.

**Motion 23.10.8:** Lynnette Cook moved that the full Board adopt the Purchasing with Credit Card Policy as presented. Crystal Mazza seconded, and the motion carried 10-0.

Deanna presented the Records Retention & Disposal policy for board review. She noted that minor changes were made to the purpose statement which necessitated the review and approval of the full Board. Deanna stated the policy is compliant with open meetings and public records law.

**Motion 23.10.9:** Ruchelle Pride moved that the full Board adopt the Records and Retention and Disposal Policy as presented. David Black seconded, and the motion carried 10-0.

**13. Executive Session:** *Benjamin Winkler, Board Chair*

Benjamin asked for an adjournment and roll call vote to move into Executive Session for the matters of consideration of employment or dismissal of a public employee, and the employment or compensation of a public employee pursuant to ORC 121.22(G)(1). Rhianna read the roll, and all were excused save the Associate Director for the session.

Rhianna read the roll to return to the Full Board meeting from Executive Session.

**Motion 23.10.10:** Zach Miller moved that the full Board approve amending the contract with the Executive Director to set their annual salary at \$125,000. Marnie Whaley-Buckel seconded, and the motion carried 10-0.

Board members thanked the Executive Director for her continued service. Deanna thanked the board. Lynnette thanked Deanna directly and encouraged her to use vacation time.


Benjamin asked if there any other business the Board wished to conduct and hearing none, the meeting was adjourned at approximately 8:00 p.m. by unanimous consent.

Respectfully submitted:

---

Rhianna Mattix, Associate Director

Accepted:

  
~~Benjamin Winkler~~, Board Chair  
Marnie Whaley - Buckel

---

Lynn Stacy, Board Secretary