



Board Meeting Minutes | September 14, 2023
Delaware Area Chamber of Commerce | 2 Troy Road, Delaware, OH 43015

1. Call to Order: *Marnie Whaley-Buckel, Board Chair*

The meeting was called to order at approximately 7:04 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, Crystal Mazza, Zachary (Zach) Miller, Mallory Sribanditmongkol, Samuel Stahl, Trevor Thomas, Marnie Whaley-Buckel, and Benjamin Winkler

Board Members Excused: Jeremiah Wagner

Board Members Unexcused: None

Board Guests: Susan Hanson, Laura MacDade, Suzanne Pingry, Nathan Bonofiglio, Jessica Cimino, Julie Erwin-Rinaldi, John Matthews, Amber Scott, Robin McNeal Sarah Malich (Virtual), and Wendy Williams (Virtual)

Staff Present: Kim Bood, Steve Brown, Deanna Brant, Lisa Dooley, Ian Ferguson, Bailey Gano, Robert Hatcher, Rhianna Mattix, Karen Mohr

3. Agenda: *Marnie Whaley-Buckel, Board Chair*

Marnie Whaley-Buckel asked if there were any additions or corrections to the agenda. Deanna Brant stated none from the staff.

Motion: 2023/09/01: The Board agrees to approve the Board Meeting Agenda as presented.

The motion was adopted by unanimous consent.

4. Public Comments: *Marnie Whaley-Buckel, Board Chair*

Marnie Whaley-Buckel asked if any members of the public, both attending in-person or virtually had any comments. Hearing none, the Board moved on to the next agenda item.

Lynnette requested a motion to approve the motions passed in the Joint Committee as a single slate.

Motion: 2023/09/05: The Full Board approves the verbal report and adopts the slate of motions from the September 14th, 2-23 Joint Committee Meeting.

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

c. 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 Lisa Dooley's successful writing and acceptance of a grant from the state of Ohio for \$12,000 to be used for Overdose Awareness Day educational materials and supplies; Overdose Awareness Day was well attended and was well received by members of the community including the director of Recovery Ohio – Aimee Shadwick. Rhianna additionally stated that Crisis Intervention Training (CIT) Week was upcoming in the first week of October, which they have a full roster for. She also spoke about how CIT Week takes place in May and October every year – once in Delaware County and the other time in Morrow County. She noted that the training is in high demand and highlighted the importance of the training for everyone involved, and the range of topics it covers, including upcoming programs and resources. Marnie Whaley-Buckel then asked for any further questions, and hearing none, the board moved on to the next agenda item.

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

Deanna Brant noted that Kristan Warren was in Scotland, and therefore not present at the meeting; although her report could be found in the board packet. She then stated that she could take any questions related to Kristan's report. Hearing no further questions, the board proceeded to the next agenda item.

e. Communication Director's Report – Steve Brown – Communication Director

Steve Brown noted that this was his first report for the board, and that his report was included in the board packet. He gave a few highlights from his report, including his attendance at several key meeting with community leaders, such as an Opioid Workgroup, and a Legislators Meeting. He also plans to create and distribute Press releases in the near future concerning the work that is being done; as well as creating and posting lists of licensed Opiate Treatment Providers in the Board's service area, as required by House Bill 33. Marnie Whaley-Buckel then asked for any further questions, and hearing none, the board moved on to the next agenda item.

f. Community Impact Coordinator's Report – Bailey Gano – Community Impact Coordinator

Bailey Gano stated that her report was present in the Board Packet distributed to all members. She gave a few highlights from her report, beginning with the fact that she had

Motion: 2023/09/07: The Board agrees to accept the CY2023 Appropriations Revised Budget Recommendation, as presented.

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

C. DMMHRSB Policies and Procedures Review - *Deanna Brant, Executive Director*

Deanna Brant explained that the board's draft policies and procedures had been uploaded to the board website for all board members to review, and were separated into numbered sections, per Culture of Quality standards. Although the policies themselves are on the board website, board members are able to give their feedback through one centralized link set up by Bailey Gano. Lynnette Cook explained that the policies could be reached through Board login button at the bottom of the Public Meetings page. Deanna also noted that if any board members experienced problems, they could reach out to her directly and give feedback to Bailey Gano directly also.

D. DMMHRSB IT Security Policies - *Deanna Brant, Executive Director*

Deanna Brant explained that the Board's new IT Security Policies were being considered separately from the other policies and had also been uploaded to the Board page on the website and were being proposed by the Board's IT vendor: IP Pathways. She also noted that this was in light of an increase in phishing attempts through board email addresses, particularly targeted at newer employees. Benjamin Winkler stated that he believed policy number 6, Access Control could be a quality of life and security issue for employees, as it required passwords to be changed every 90 days; which may actually make new passwords less secure. Deanna replied that as long as Board Counsel David Moser approves removing the provision to change passwords at regular intervals, she was fine with the change.

David Black asked a question regarding the Bring Your Own Device (BYOD) Policy (#9), specifically what devices outside of personal employee cell phones were being considered under the policy? Deanna replied that this primarily applied to personal cell phones, which were in the policy to cover the possibility of a public records request. Benjamin Winkler noted that appendix A of the BYOD policy listed many possible devices, but not all of them, so it could not be considered an exhaustive list as is, particularly if it had not been updated in a while. David Black asked if this policy would include personal laptops, and Trevor Thomas noted that he uses his personal Mac for business purposes on a regular basis, so this policy may allow that for the Board as well. Given the remaining questions, Marnie Whaley-Buckel proposed tabling the BYOD Policy. Lynnette Cook asked if this applied to Policy 6 as well, because of the previous discussion over regularly changing passwords. Deanna suggested the Board consider adopting Policy 6 with the revision noted, along with all the other IT policies other than number 9, with the understanding that password language may be changed per Counsel review.

Motion: 2023/09/07: The Full Board agrees to adopt the DMMHRSB IT Security Policies, excluding number 9: Bring Your Own Device, and including the revised Number 6: Access Control pending Counsel review.

Respectfully submitted:

Ian Ferguson, Administrative Assistant

Accepted:


Marnie-Whaley-Buckel, Board Chair