

**MINUTES OF THE MENTAL HEALTH, ADDICTION AND  
RECOVERY SERVICES BOARD OF LORAIN COUNTY  
BOARD MEETING HELD APRIL 23, 2020  
VIA GOTOWEBINAR AND FACEBOOK LIVE**

**Board Members Present:** Tim Carrion, Chair; David Ashenhurst, Arthur Cleary, Kara Copeland, David DiTullio, Dr. Denise Eacott, Dr. Tracey Frierson, Inez James, Ted Kalo, Karen McIlwaine, Dr. Hope Moon, Regan Phillips Sandra Premura, James Schaeper, Karen Sutura, Daniel Urbin, Pamela Waite

**Staff Present:** Elaine Georgas, Interim Executive Director; Barry Habony, Business Operations Director; Clare Rosser, Communications and Community Relations Director; Patrice McKinney, Human Resources and Special Projects Director

**1. CALL TO ORDER:**

Board Chair Tim Carrion called the meeting to order at 5:30 p.m. He thanked Board members for attending today's meeting and staff for organizing the meeting. Tim also explained the meeting's logistics with Board members participating via GoToWebinar and the public viewing the meeting via FaceBook Live.

**2. ROLL CALL:**

Roll call was taken and a quorum found.

**3. MINUTES:**

Having heard no corrections, Tim Carrion stated that the 02/27/2020 Board meeting minutes would be filed accordingly.

**4. COMMITTEE REPORTS:**

a. Finance Committee, reported by Tim Carrion:

**Informational:**

1. **List of Contracts** –Attached list of *Contracts Authorized by the Executive Director on Behalf of the MHARS Board of Directors*. **(Attachment 1)** Are there any questions? There were no questions.

**Recommendations:**

1. **Approval of the MHARS Board Revised Budget for Fiscal Year 20** – The attached MHARS Board Revised Budget for Fiscal Year 20 included an increase of revenues and expenses as noted. **(Attachment 2)** Are there any questions? There were no questions. The

Executive Director **Recommended** that the Board approve the MHRS Board Revised Budget for Fiscal Year 2020.

**(Resolution 20-04-01)** Moved by Tim Carrion, seconded by Regan Phillips that the Board adopt the resolution to approve the MHARS Board Revised Budget for Fiscal Year 2020.

**Roll Call: (Aye):** Tim Carrion, David Ashenurst, Arthur Cleary, Kara Copeland, David DiTullio, Dr. Denise Eacott, Dr. Tracey Frierson, Inez James, Ted Kalo, Karen McIlwaine, Dr. Hope Moon, Regan Phillips Sandra Premura, James Schaeper, Karen Sutera, Daniel Urbin, Pamela Waite

**Carried.**

**Resolution adopted.**

2. **Approval to Hold Harmless Advanced Core Service and Wraparound Funding** – To offer relief to agencies projecting cash flow issues, an analysis of projected core service amounts was performed based on agency productivity prior to COVID-19. Projected service amounts and all wraparound funding was then advanced to non-grant funded agencies to be offset by future billing invoices. As productivity has decreased due to the current pandemic and to lessen the impact on those agencies we are recommending to hold harmless those amounts for fiscal year 20 contracts, noting that these amounts are within current contract appropriations. The Executive Director **Recommended** approval to hold harmless advanced core service and wraparound funding to agencies for Fiscal Year 2020.

**(Resolution 20-04-02)** Moved by Tim Carrion, seconded by Pamela Waite, to adopt the resolution to hold harmless advanced core service and wraparound funding to agencies for Fiscal Year 2020.

There was a question with a response about provider agency contracts and funding from the state.

**Roll Call: (Aye):** Tim Carrion, David Ashenurst, Arthur Cleary, Kara Copeland, David DiTullio, Dr. Denise Eacott, Dr. Tracey Frierson, Inez James, Ted Kalo, Karen McIlwaine, Dr. Hope Moon, Regan Phillips Sandra Premura, James Schaeper, Karen Sutera, Daniel Urbin, Pamela Waite

**Carried.**

**Resolution adopted.**

5. **CHAIRPERSON'S REPORT:**

1. **Board and Committee Meetings** – Tim stated that he wanted to have discussion about scheduling Board meetings and meetings of the Finance, Community Review and Plan, and Nominating Committees in a safe manner using technology. There was general discussion.
2. **Strategic Planning Update** – There was discussion about next steps for the Strategic Plan.

6. **EXECUTIVE DIRECTOR'S REPORT:**

Elaine Georgas shared that NAMI Ohio and the Ohio Association of County Behavioral Health Authorities graciously provided donations of hand soap from Bath and Body Works and gloves to our county which have been shared with providers who need such. She thanked them for their generosity.

Elaine extended her appreciation to Nord Family Foundation for allowing the MHARS Board to apply to their COVID-19 discretionary grant which will subsidize rent for people living in sober homes as well as for hotel vouchers in the event an individual – who lives in a sober living home – needs to self-quarantine.

Regarding the Crisis Stabilization Center, The Nord Center is working to ensure that service capacity for the crisis rooms adhere to social distancing guidelines. They also are seeking clarification on their license from OhioMHAS to allow them to provide the substance use disorder services they will be adding. Once this is clarified, the center's development and all the details can move forward.

We continue to hold weekly calls with our provider network for a check-in and sharing between all our network providers. Providers are able to take new clients and, where possible, are using telehealth to connect with clients and continue to see clients face to face with safe, CDC measures including COVID-19 screening, temperature checks, social distancing, and sanitizing. Prevention Providers are also using telehealth and are working with our staff and the school based counselors to develop a family toolkit of resources and supports for children, teens, transitional age youth, parents and grandparents. Lorain County Public Health has expanded to a mail-out Naloxone kit format for families and individuals in need. We continue to share and assist any providers with guidance on resources that may be available to them during this time including the FTC COVID-19 Telehealth program, Payroll Protection and other federal supports available to assist them. Statewide resources continue to be shared to our network including key topics on telehealth, quarantine and isolation, support for residential, group homes and recovery houses, prevention services as essential behavioral health services, and HIPPA requirements during COVID-19. However, we are hearing that while services are continuing, new client numbers are down from pre-COVID time as well as some services are experiencing productivity issues. We are currently assessing this impact with our provider network.

We are currently co-writing the Bureau of Justice Administration's Drug Court Grant with our local specialty dockets-with a deadline of June 1<sup>st</sup>.

Ohio's Strive for 5 Initiative ([OHSTRIVE5.org](http://OHSTRIVE5.org)) is live. All were asked to take time to identify and reach out to 5 people every day to check in with them. Elaine thanked Clare Rosser for her work on developing and rolling out this initiative with OhioMHAS.

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The LCCC Student Life Real Talks will kickoff on 04/22/2020 and provide students an opportunity to virtually connect with input from staff from our provider system on key topics including depression, coping and substance use. We are proud to be a partner in this development. Elaine thanked staff as they have continue to show their dedication to our Board and its mission through this new normal with a safe, social distancing format including working from home. We

continue to engage with our providers and connect to partners with any issue or need that our clients may be facing. Target population or project specific tele-meetings continue and are spearheaded by our Clinical Team members: Arielle Edwards, Christine Robinson, Liz Wolanski and Heather Distin including reentry, specialty dockets, state hospitals, housing, and 4C meetings. The team continues to assist with any client needs that have been illuminated during this time. Clare Rosser and Jinx Mastney continue to develop and disseminate informational materials regarding behavioral health as essential services, seeking help and other key messages during this time. Keep an eye on our [facebook page](#) for regular updates. Sarah Reinhold continues to work on the data for Overdose, Warm Handoff and Quick Response Teams. You can find her projects on the [www.MHARSloraincounty.org](http://www.MHARSloraincounty.org), Learn More, Data and Statistics or: <https://insight.livestories.com/s/v2/opioid-landing-page/c468684a-f693-4eb9-8866-5b89a30d0d71>.

Patrice McKinney has continued to keep abreast on the relevant federal personnel policies that have been developed related to COVID-19 and provides updates and supports to staff as needed. Barry Habony and the Business Operations team including Peggy Baron, Rhonda Heginbotham, Jeanette Hinkle and Carrie Wykrent continue to process enrollments, provider claims, IT support and financial process (accounts payable, receivables, reporting and analysis, budget projections) to support our work. Vinaida Reyna continues to assist in a variety of administrative support including inventory, filing, tracking and collecting provider reports and correspondence and system record assistance. We are sharing Rhonda Heginbotham's time to assist the Lorain County Auditor's office to process payments as they have been faced with limited staff. The need of our system and others to have these payments continue to be processed during this time was something easy to offer assistance with. Jeanette Hinkle has been our tech guru building and teaching all of us how to use the GoToMeeting and GoToWebinar formats for our use. The Clinical and Business Operations teams along with Patrice continue to analyze the details for the SFY 21 provider services to provide recommendations to the Board. We have an integrated provider contract ready for SFY 2021. Elaine stated she missed many other important details of staff work, but she wanted to make Board members aware of some of our efforts during this time.

Elaine was honored to be on a call this past Thursday with Senator Rob Portman to learn more about the upcoming federal stimulus investments that may be of use to our behavioral health network. We requested federal consideration to phone service providers to expand cell phone minutes for those accessing telehealth from behavioral health providers. We were also able to share our community concerns about potential spikes in overdoses as have been experienced in Montgomery and Franklin Counties. Recently, we have seen a minor uptick in overdoses locally, and we are working with our health partners on this. The Harm Reduction (i.e. syringe exchange program) was slated to open in April, but is on hold until possibly early June.

Elaine participated on a call with our association and OhioMHAS regarding the State Opioid Response new grant and regarding K-12 prevention investments. The state has extended deadlines for schools to work on their self assessments and action plans to the summer months due to COVID-19. Three times weekly our state association holds calls where we also have access to Governor DeWine's Recovery Ohio Team, OhioMHAS team members and sharing best practices across Boards during COVID-19

A few webinars Elaine recently participated on including: "Serving Families Affected by SUD/MH during COVID-19" by the Center on Addiction and the Partnership for Drug Free Kids

and SAFE Project, and “Sustaining Resilience during COVID-19” from Leadership to the Front Line (through the College for Behavioral Health Leadership). We learned about a national Resilience Circle for healthcare workers which we have shared with our network and to our healthcare providers. We are also researching resilience approaches, relapse support and looking ahead finding solutions to address the secondary trauma that may come from COVID-19 (illness, job loss, loss of family member).

Elaine stated that she hoped Board members and their families are well and are able to navigate this new way of life. We look forward to resuming our regular meetings.

Are there any questions? There was some general discussion.

7. **UNFINISHED BUSINESS:**

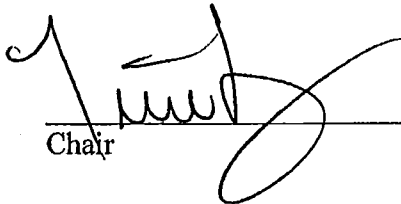
There were questions with responses provided updating Board members about permanent supportive housing, the Community Services Director position, and the merging of the Board offices from two to one location.

8. **NEW BUSINESS:**

None.

9. **ADJOURNMENT:**

The meeting adjourned at 6:05 p.m.

  
Chair

  
Secretary

**Contracts Authorized by the Executive Director on Behalf of the MHARS Board of Directors**

**April 23, 2020**

<b>Provider/Vendor</b>	<b>Service Provided</b>	<b>Contract/Budgeted Amount</b>
*Pathways	MH Counseling and Therapy Services additional \$30,000	Supersedes current contract from \$72,000 to NTE \$102,000 for 7/1/19 - 6/30/20
**Safe and Reliable Cab & Limo	Provide transportation services for client care	NTE \$200 for 2/26/20
Holly Heritage, President, Burning River Digital Media, LLC	Integrate features of two existing websites into one redesigned and functional website	NTE \$4,500 for 9/4/19 - 6/30/20 (Supersedes current contract to extend contract date from 12/31/19 to 6/30/20)
Anago Cleaning Systems	Weekly cleaning service for all buildings adjusted to \$1,295/month for remainder of contract (original contract @ \$895/month)	NTE \$10,740 for 7/1/19 - 6/30/20
Anago Cleaning Systems	Weekly cleaning service for all buildings adjusted to \$550 until further notice (revised contract @ \$1,295/month)	NTE \$10,740 for 7/1/19 - 6/30/20
Anago Cleaning Systems	Deep clean and sanitize Amy Levin Center and Gathering Hope House	NTE \$1,498
**William A Cannata, Jr.	Provide Autism First Responders Training	NTE \$2,000 for 2/17/20 - 6/30/20 (total amount split between 3 agencies, MHARS Board cost is \$500)
**Jimmy Donohoe	Provide Autism First Responders Training	NTE \$2,000 for 2/17/20 - 6/30/20 (total amount split between 3 agencies, MHARS Board cost is \$500)
*Pathways	Provide funding for IT to provide emergency telehealth services	NTE \$11,000
* Contract authorized by the Executive Director per MHARS Board of Director's By-Laws Article IX Section 3.A.1. and the Ohio Revised Code Section 340.041 as an emergency contract for clinical services.		
** ISP Contract for which the MHARS Board is the Fiscal Agent		

Mental Health, Addiction and Recovery Services Board of Lorain County  
Revised Budget for FY20

	Original Budget FY20	Prior Approved Revisions FY20	Proposed Revisions FY20	Revised Budget FY20
Estimated Beginning Cash Balance - Board Levy	\$ 16,548,673			\$ 16,548,673
Estimated Beginning Cash Balance - Unrestricted	129,644			129,644
Estimated Beginning Cash Balance - Board Allocations & Grants	132,921			132,921
Estimated Beginning Cash Balance - ISP	2,238,183			2,238,183
Estimated Beginning Cash Balance - TOTAL	<u>19,049,421</u>			<u>19,049,421</u>
<b>Revenues:</b>				
Levy	11,347,976	-	-	11,347,976
Local Grants	1,000	6,566	15,500	23,066
State Allocations & Grants	1,976,804	1,848,365	55,624	3,880,793
Federal Allocations & Grants	3,975,194	190,770	-	4,165,964
Pass-Through Grants	400,502	-	-	400,502
Integrated Services Partnership	1,466,922	209,458	-	1,676,380
Miscellaneous	249,250	(61,850)	-	187,400
<b>Total Revenues</b>	<u>19,417,648</u>	<u>2,193,309</u>	<u>71,124</u>	<u>21,682,081</u>
<b>Expenses:</b>				
Personnel - Salary and Benefits	1,842,069	44,352	-	1,886,421
Operating	570,042	88,880	(9,355)	649,567
Board Governance	5,000	-	-	5,000
Auditor & Treasurer Fees - Levy	188,000	-	9,355	197,355
Integrated Services Partnership	1,494,080	268,622	-	1,762,702
Pass-Through Grants	-	400,502	-	400,502
Agency & Community	3,539,889	1,219,849	71,124	4,830,862
Network Agency Contracts	15,994,815	397,502	-	16,392,317
<b>Total Expenses</b>	<u>23,633,895</u>	<u>2,419,707</u>	<u>71,124</u>	<u>26,124,726</u>
<b>Net Income</b>	<u>(4,216,247)</u>	<u>(226,398)</u>	<u>-</u>	<u>(4,442,645)</u>
Estimated Ending Cash Balance - Board Levy	12,380,237			12,200,853
Estimated Ending Cash Balance - Unrestricted	129,644			141,794
Estimated Ending Cash Balance - Board Allocations & Grants	112,268			112,268
Estimated Ending Cash Balance - ISP	2,211,025			2,151,861
Estimated Ending Cash Balance - TOTAL	<u>\$ 14,833,174</u>			<u>\$ 14,606,776</u>

Increase Local Grants revenue and Agency & Community expense \$5,500 for Suicide Prevention Coalition grant from OSPF  
 Increase Local Grants revenue and Agency & Community expense \$10,000 for Housing Assistance grant from Nord Family Foundation

Increase State Allocations & Grants revenue and Agency & Community expense \$36,000 for Psychotropic Drug Reimbursement from OMHAS  
 Increase State Allocations & Grants revenue & Agency & Community expense \$19,624 for additional Northeast Ohio Collaborative Crisis funding

Shift \$9,355 from Operating expense to Auditor & Treasurer Fees - Levy expense for additional levy fee expense

Local Grants revenue	(5,500 + 10,000 = 15,500)
State Allocations & Grants revenue	(36,000 + 19,624 = 55,624)
Agency & Community expense	(5,500 + 10,000 + 36,000 + 19,624 = 71,124)

## BUDGET REVISION NOTES

<b>PRIOR APPROVED REVISIONS FY20</b>
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### REVENUES

DATE	CATEGORY	AMOUNT	EXPLANATION
09/19/19	Local Grants	82	Increase for Cleveland Indian ticket sales donation
09/19/19	Local Grants	4,484	Increase for Vicarious Trauma Training Grant from Community Foundation of Lorain County
09/19/19	State Allocations & Grants	19,612	Increase for rollover of unused funds in FY19 for Central Pharmacy
09/19/19	State Allocations & Grants	1,000,000	Increase for OMHAS Lorain Crisis Stabilization - Crisis Services operating allocation
09/19/19	Federal Allocations & Grants	(75,354)	Decrease for Circle of Recovery Grant recorded on both MH and SUD budgets
09/19/19	Integrated Services Partnership	190,000	Increase for Behavioral Health and Juvenile Justice (BHJJ) Grant
09/19/19	Miscellaneous	(75,000)	Decrease for OMHAS Community Investment allocation recorded on both MH and SUD budgets
10/17/19	State Allocations & Grants	325,000	Increase for OMHAS Criminal Justice Services - Addiction Treatment Program allocation
10/17/19	State Allocations & Grants	5,374	Adjustment to OMHAS CoC Community Investment allocation
10/17/19	State Allocations & Grants	50,000	Increase for OMHAS Criminal Justice Services - Community Transition Program allocation
10/17/19	State Allocations & Grants	25,000	Increase for OMHAS Addiction Services Partnership with Courts - Community Transition Program allocation
10/17/19	Federal Allocations & Grants	19,458	Increase for Substance Abuse Block Grant (SABG) - Adolescent Treatment Services
10/17/19	Federal Allocations & Grants	97,430	Adjustment to State Opiod Response (SOR) Recovery Housing
10/17/19	Federal Allocations & Grants	150,000	Adjustment to State Opiod Response (SOR) Family Housing
10/17/19	Integrated Services Partnership	19,458	Increase for System of Care SUD Allocation from MHARS Board
10/17/19	Pass-Through Grants	80,000	Increase for OMHAS Subsidized Docket Support - Specialized Docket Payroll Subsidy Project
10/17/19	Miscellaneous	12,150	Increase for 5K race revenues
12/05/19	Pass-Through Grants	(80,000)	Decrease for OMHAS Subsidized Docket Support - Recorded on incorrect line item
12/05/19	State Allocations & Grants	80,000	Increase for OMHAS Subsidized Docket Support - Recorded on incorrect line item
12/05/19	State Allocations & Grants	9,393	Increase for OMHAS Access to Success allocation
12/19/19	State Allocations & Grants	433,986	Increase for OMHAS K-12 Prevention Education allocation
12/19/19	Federal Allocations & Grants	(764)	Decrease for decreased funding of Title XX
01/23/20	Local Grants	1,000	Increase for CIT Peer Review
01/23/20	State Allocations & Grants	125,000	Increase for OMHAS Subsidized Docket Support - Specialized Docket Payroll Subsidy Project
01/23/20	State Allocations & Grants	(225,000)	Decrease for OMHAS Crisis allocation sent directly to ADAMHS Board of Cuyahoga County
01/23/20	Miscellaneous	1,000	Increase for CIT Reimbursement
<b>NET REVENUE CHANGE</b>		<b>2,192,309</b>	<b>OVERALL AMOUNT REVENUES INCREASED / (DECREASED)</b>

### EXPENSES

DATE	CATEGORY	AMOUNT	EXPLANATION
06/27/19	Personnel - Salary and Benefits	44,352	Increase for expected vacation payout for Executive Director resignation
06/27/19	Agency and Community	26,000	Increase in Federal PATH Grant local match
06/27/19	Network Agency Contracts	40,000	Increase for carryover amount for OMHAS Prison Re-Entry Grant
09/19/19	Agency and Community	82	Increase for Cleveland Indian ticket sales donation
09/19/19	Agency and Community	4,484	Increase for Vicarious Trauma Training Grant from Community Foundation of Lorain County
09/19/19	Agency and Community	1,000,000	Increase for OMHAS Lorain Crisis Stabilization - Crisis Services operating allocation
09/19/19	Agency and Community	(75,354)	Decrease for Circle of Recovery Grant recorded on both MH and SUD budgets
09/19/19	Integrated Services Partnership	190,000	Increase for Behavioral Health and Juvenile Justice (BHJJ) Grant
09/19/19	Operating	20,000	Increase for litigation attorney fees related to merger
09/19/19	Agency and Community	(75,000)	Decrease for OMHAS Community Investment allocation recorded on both MH and SUD budgets
10/17/19	Integrated Services Partnership	59,164	Increase for unspent Multi-System Youth funds rolled over from prior fiscal year
10/17/19	Integrated Services Partnership	19,458	Increase for System of Care SUD Allocation from MHARS Board
12/05/19	Agency and Community	9,393	Increase for OMHAS Access to Success allocation
12/19/19	Agency and Community	433,986	Increase for OMHAS K-12 Prevention Education allocation
12/19/19	Operating	28,800	Increase for Board approved strategic plan consulting
01/23/20	Agency and Community	1,000	Increase for CIT Peer Review
01/23/20	Agency and Community	125,000	Increase for OMHAS Subsidized Docket Support - Specialized Docket Payroll Subsidy Project
01/23/20	Agency and Community	(225,000)	Decrease for OMHAS Crisis allocation sent directly to ADAMHS Board of Cuyahoga County
01/23/20	Agency and Community	1,000	Increase for CIT Reimbursement
01/23/20	Operating	40,080	Increase for Board approved Executive Director search
01/23/20	Pass-Through Grants	400,502	Increase per adjustment to equal revenue budget
01/23/20	Agency and Community	94,258	Increase per Community Relations & Plan Committee
01/23/20	Network Agency Contracts	257,502	Increase per Community Relations & Plan Committee
01/23/20	Agency and Community	(100,000)	Decrease per Community Relations & Plan Committee
01/23/20	Network Agency Contracts	100,000	Increase per Community Relations & Plan Committee
<b>NET EXPENSE CHANGE</b>		<b>2,419,707</b>	<b>OVERALL AMOUNT EXPENSES INCREASED / (DECREASED)</b>

**NET OVERALL CHANGE** **(227,398)** **OVERALL AMOUNT ENDING BALANCE INCREASED / (DECREASED)**