

December 9, 2025

TO: Gallia-Jackson-Meigs Board of Alcohol, Drug Addiction and Mental Health Services Members

FROM: Mr. Tom Reed, Chairman

SUBJECT: Minutes – November 17, 2025 Board Meeting

Board Members Present:

Joe Browning
Megan Dunfee
Melissa Kimmel
Steve Ohlinger

Spencer Morgan
Gary Phillips
Mikie Strite

Board Members Absent:

Melissa Cottrell
Jonathan Mathis

Michelle Morris
Tom Reed

Staff Present:

Shannon Dalton
Robin Harris
Chris Love

Jenny Metts
Angela Stowers

1. The Board Meeting was called to order by Gary Phillips, the Board Vice Chairman, at 6:00 p.m. and he welcomed everyone.
2. Approval of Agenda – The packets were emailed to the Board Members. Mr. Phillips requested to amend the agenda to reflect that in Tom Reed’s absence that he would be running the meeting. He requested approval of the agenda with that revision.

MOTION 26:156 Mr. Ohlinger made a motion to approve the revised agenda and Ms. Strite seconded the motion. The motion carried.

3. Approval of Minutes – Mr. Phillips requested approval of the October 20, 2025 fiscal committee and board meeting minutes.

MOTION 26:157 Ms. Kimmel made a motion to accept the October 20, 2025 fiscal committee meeting minutes as presented and Ms. Dunfee seconded the motion. The motion carried.

MOTION 26:158 Ms. Kimmel made a motion to accept the October 20, 2025 board meeting minutes as presented and Mr. Morgan seconded the motion. The motion carried.

4. Executive Director’s Report – Robin Harris highlighted items on the Executive Director’s Report. Mr. Reed requested approval of the Executive Director’s Report.

MOTION 26:159 Ms. Kimmel made a motion to approve the October 21 through November 17, 2025 Executive Director’s Report as presented. Ms. Strite seconded the motion, which carried.

5. Fiscal Committee Report

a-d. Fiscal Committee Report – Steve Ohlinger reported that the Fiscal Committee reviewed and approved each report included in the fiscal packet. The reports are included in the Board packet for review and he asked for Ms. Metts to share details from the fiscal meeting.

MOTION 26:160 Mr. Ohlinger made a motion that the Board approves and accepts the fiscal packet for October 2025 to include Balance Sheets, Expenditures, Funding Grids, and Agency Distribution Reports to be filed for audit as submitted. Ms. Dunfee seconded the motion. The motion carried.

e. FY’26 Contract Revisions – Mr. Ohlinger requested approval of the following FY’26 Contract Revisions:

Health Recovery Services

-Gambling Addiction Prevention Block Grant	Up To	+	\$	25,776.00
			\$	25,776.00

MOTION 26:161 Mr. Browning made a motion to approve an FY’26 contract revision in the amount of \$25,776.00 for Health Recovery Services as presented and Ms. Kimmel seconded. The motion carried.

Hopewell Health Centers

-Crisis Services State Block Grant-Crisis Flex Funds	+	\$69,162.00
-Crisis Services State Block Grant-Crisis Infrastructure Funds	+	50,000.00
		\$119,162.00

MOTION 26:162 Ms. Dunfee made a motion to approve an FY'26 contract revision in the amount of \$119,162.00 for Hopewell Health Centers as presented and Mr. Morgan seconded. The motion carried.

6. Old Business

- a. Agency Reports & Updates - Ms. Harris shared that Field of Hope is fully into their Capital Project now. She also shared that the Children's Crisis Center, which is now called SOFA (Safe Opportunity Foster Alliance) under the direction of Children's Services agencies from ten southern counties, is now open. Hopewell staff is in there every day for clinical assessments. They recently submitted an application to the Department of Children and Youth that could further expand it to another building that is right beside it. The Counseling Center is open at their new facility in Jackson. She reported that there is a variety of services from outpatient to some residential.
- b. Update on Policy Committee Work/Minutes - Ms. Stowers acknowledged and thanked the Policy Committee (Meg Dunfee, Melissa Kimmel, Mikie Strite, and Tom Reed) who thoroughly read and made recommendations. This group convened on November 3rd and there was an unplanned motion that occurred based on feedback received from the draft documents sent out. Ms. Stowers explained when the Board did its rebranding a few years ago we created a new logo and have been going by Gallia-Jackson-Meigs Alcohol, Drug Addiction, and Mental Health Board. Officially, our name is still the Gallia-Jackson-Meigs Board of Alcohol, Drug Addiction and Mental Health Services. The feedback received was that there are name inconsistencies with both our name and with the state department also changing their name. Discussion ensued and an unplanned motion came out of the Committee for us to formally adopt the name we have been branding. They also reviewed the bylaws that had not been updated since 2019. The only change or questions raised was the name inconsistency. On the policies, there were two things specifically that resulted in changes from the draft that the Board received prior to what was sent out this week. One was in the Human Resource section under the Termination and Exit Process and that the Executive Director secure witnesses for all exit interviews that may occur. Under the Financial Management section of Budgeting and Oversight there is a section regarding Financial Reporting and Monitoring and the group agreed that the word "significant" should be removed from the last bullet. So, all three motions were made and approved by the Policy Committee and resolutions will be addressed under New Business. Ms. Stowers requested a motion to accept the minutes of the November 3, 2025 meeting and she noted the amendment concerning the organizational name.

MOTION 26:163 Ms. Kimmel made a motion to approve the Policy Review Committee Meeting minutes from November 3, 2025 with the amendment of the motion concerning the organizational name. Mr. Morgan seconded and the motion carried.

- c. Other – There was nothing to discuss under this item.

7. New Business

a. Policy Committee Action Items –

1. Adoption of New Organizational Name - Ms. Dunfee read the resolution for the adoption of a new organization name.

MOTION 26:164 Ms. Dunfee made a motion on behalf of the Policy Committee to adopt the New Organizational Name (Gallia-Jackson-Meigs Alcohol, Drug Addiction and mental Health Board) and Mr. Ohlinger seconded the motion. The motion carried.

2. Adoption of Revised Bylaws – Ms. Dunfee read the resolution for the adoption of revised bylaws.

MOTION 26:165 Ms. Dunfee made a motion behalf of the Policy Committee to adopt the Revised Bylaws and Ms. Strite seconded the motion, which carried.

3. Adoption of Revised Policy Manual – Ms. Dunfee read the resolution for the adoption of a Revised Policy Manual.

MOTION 26:166 Ms. Dunfee made a motion on behalf of the Policy Committee to adopt the Revised Policy Manual and Mr. Browning seconded the motion, which carried.

- b. Rollout of New Community Message Campaign – Shannon Ware shared that “*Your Presence Is a Present*” is a campaign the Board has done before but in reviving it, the message will extend year-round. Ms. Ware explained her vision and ideas that she is planning for the Board for a year-long campaign and shared handouts explaining the campaign in detail.

- c. Next Meeting (February 2, 2026)/CY’26 Meeting Schedule
5:30 p.m. Fiscal Committee
6:00 p.m. Board Meeting

- d. Other – Ms. Ware briefly shared there are two events going on this week. On November 20th, at the Bossard Memorial Library, from 6 to 8 p.m. will be a showing of *Screenagers “Parenting in The Digital Age”*. On November 22nd, at the Jackson Church of the Nazarene, there will be a “*Wrapped in Flannel/Wrapped in Care*” event from 12 to 2 p.m. Also, the Free Winter Movies for Older Adults series will kickoff on December 17th with screenings of holiday classic “*It’s a Wonderful Life*” at both the Silver Screen VII and Tri City Theater. The series is made possible by the GJM Suicide Prevention Collaborative, the AAA7, the Jerry Williams Memorial Fund, the Ohio Suicide Prevention Foundation, and our Board all partnering with Total Media.

- e. Opportunity for Public Comments – There was nothing to discuss under this item.

MOTION 26:167 Ms. Dunfee made a motion to adjourn and Mr. Morgan seconded the motion.
The motion carried and the meeting adjourned at 6:52 p.m.

Tom Reed, Chairman

Mikie Strite, Secretary