

February 22, 2024

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

FROM: Mr. Gary Phillips, Chairman

SUBJECT: Minutes – February 12, 2024 Board Meeting

**Board Members Present:**

Joe Browning  
Megan Dunfee  
John Ellison  
Melissa Kimmel  
Spencer Morgan

Steve Ohlinger  
Tom Reed  
Gary Phillips  
Mikie Strite

**Board Members Absent:**

Melissa Cottrell  
Jane Hughes

**Staff Present:**

Shannon Dalton  
Robin Harris  
Debbie Hill

Chris Love  
Jenny Metts  
Angie Stowers

1. The Board Meeting was called to order by Gary Phillips at 6:00 p.m. and he welcomed everyone.
2. Approval of Agenda – The packets were emailed to the Board Members. Mr. Phillips requested approval of the agenda.

**MOTION 24:188** Ms. Kimmel moved to approve the agenda and Dr. Ellison seconded the motion. The motion carried unanimously.

3. Approval of Minutes – Mr. Phillips requested approval of the November 20, 2023 fiscal committee and board meeting minutes.

**MOTION 24:189** Dr. Ellison made a motion to accept the November 20, 2023 fiscal committee meeting minutes as presented and Ms. Strite seconded the motion. The motion carried.

**MOTION 24:190** Mr. Reed made a motion to accept the November 20, 2023 board meeting minutes as presented and Ms. Dunfee seconded the motion. The motion carried.

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

**MOTION 24:191** Mr. Ohlinger made a motion to approve the November 21, 2023 through February 12, 2024 Executive Director’s Report as presented. Ms. Dunfee seconded the motion, which carried.

5. Fiscal Committee Report

a-d. Fiscal Committee Report - Melissa Kimmel 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

**MOTION 24:192** Ms. Kimmel made a motion that the Board approves and accepts the fiscal packet for November, December 2023, and January 2024 to include Balance Sheets, Expenditures, Funding Grids, and Agency Distribution Reports to be filed for audit as submitted. Dr. Ellison seconded the motion. The motion carried.

e. FY’24 Contract Revisions (HRS, Hopewell Health Centers) – Ms. Metts requested approval of the FY’24 contract revisions on handout “5e”.

***Health Recovery Services***

-COC-Community Investment-Treatment Services + 15,000.00

**MOTION 24:193** Mr. Reed made a motion to approve the FY’24 Contract Revision as presented (“5e” in the packet) for Health Recovery Services in the amount of \$15,000.00. Ms. Dunfee seconded the motion, which carried.

***Hopewell Health Centers***

-SUD Crisis Stabilization Centers-(Increase Jail Services) + 75,500.00  
-Title XX + 9,872.00  
\$85,372.00

**MOTION 24:194** Mr. Ohlinger made a motion to approve the FY'24 Contract Revision as presented ("5e" in the packet) for Hopewell Health Centers in the amount of \$85,372.00. Dr. Ellison seconded the motion, which carried.

6. Old Business

- a. Hospital Utilization Update- Ms. Harris reported that there is no printed report this evening but there are no changes. It's the typical report of averaging 9 people a day, 7 forensic and 2 civil. Our board is continuing to work with ABH and state staff and other partner boards to find options for the beds being utilized because judges request restoration services.
- b. Agency Reports & Updates – Ms. Harris informed the Board that the building on the GDC campus that has been renovated to become the new Adult Crisis Unit has now been fully certified and should be in the process of moving everything over. This will increase our capacity and could increase the kinds of services that can be done. The Children's Crisis Unit should be open by the beginning of March. Square One has secured funding through a grant to purchase a building in Middleport and one in Gallipolis. Ms. Harris also informed the Board that the Geriatric Psychiatric Unit at Holzer Health Centers is closing. As they close, our Board will be in contact to gather information in preparation to serve those who may need a similar facility.
- c. Coalition Updates – Shannon Dalton reported that the Gallia County HOPE Committee is now meeting at the OSU Extension Office. Gallia County HOPE applied for the Capacity for Prevention Funds and didn't receive it; however, the Coalition did decide regardless of receiving the award they would revive the Hidden In Plain Sight Program and bring in a new Train the Trainer opportunity. Jackson County SPARC is talking about doing an alternate plan every other month to conduct an evening meeting to engage the community and use as an education opportunity. SPARC is in need of leadership and members are working on revising bylaws and membership descriptions. Meigs County Prevention Coalition has a revival team and is starting from the ground up. The AHA Youth Mental Health Summit will be cease as a project through the Jr. Ambassadors Program at the Meigs Chamber of Commerce, but there is hope it will transition to the Meigs County Prevention Coalition being the adult allies to help lead and guide moving forward. The GJM Suicide Prevention Collaborative is working on a plan to place 988 coasters in bars/restaurants. They are also working on steps in postvention with the first part of it being a rack card with resources. They will also have care boxes at funeral homes for those impacted by suicide. Several upcoming events are listed on the Coalition Updates report included within the packets (6c.).

- d. OACBHA Legislative/Budget Update – Ms. Harris reported that the Boards did not have the Legislative Day that they typically have in January or February because of the election and the fact that there’s not much happening with the legislature currently. The only thing pending in the legislature is Senate Bill 105, which is sponsored by Senator Johnson who is trying to carry the language through again on contracting and 120 day notices.
  - e. Board Member Recruitment – Ms. Harris announced that Dr. John Ellison and Melissa Kimmel will be terming out in July so this leaves Jackson and Gallia County Commissioners appointments. We also still need a Meigs County Commissioner appointment. The Board is currently full on OMHAS appointments.
  - f. 2024-2026 Strategic Plan Update – Angela Stowers reminded the Board when the 2024-2026 Strategic Plan was developed it was agreed that the Board would conduct quarterly reviews. This will be a verbal review like it was in October. She explained that there is a staff member responsible for each strategy. A copy of the 2024-2026 Strategic Plan Implementation Outline and Review was distributed within the packets. Staff members gave a brief overview of their responsible strategy, outcome indicator, expected outcome, and expected date of completion.
  - g. Other – There was nothing to discuss under this item.
7. New Business
- a. Crisis Landscape Analysis Project– Ms. Harris reported that copies of a letter went out to partners in the community that explains the Crisis Landscape Analysis. Our Board was included in a grant that the Athens-Hocking-Vinton ADAMH Board applied for to bring in a consulting firm, TBD Solutions. The state has placed a heavy emphasis on upgrading the behavioral health crisis system. She stated that this seems like a great opportunity for us to bring in someone to analyze the way we deal with behavioral health crisis and provide recommendations to improve the system. We also hope to hear other ideas of how things are handled in other parts of the country and give us solid data that we can use when requesting support or funding. One of the consultants will be here at the end of the month and she is currently scheduling interviews with community partners and stakeholders. We will analyze the strengths and weaknesses from those meetings.
  - b. OMHAS Leadership Change- Ms. Harris reported receiving short notice in November that the OMHAS Director Lori Criss was taking a new job with Ohio State. The new director is Leeann Cornyn from the Governor’s Office. She has worked with Ms. Cornyn on Committee that met

concerning Family and Children First and kids programs. Ms. Cornyn has already convened a meeting of all the Appalachian Boards in Athens. Ms. Harris also shared that last week we received a letter from the Administrative Assistant to the Director at OMHAS stating that she has been reassigned to a different part of the department and the new Administrative Assistant to the Director is coming from the Governor's Office.

- c. Audit – Ms. Metts informed the Board that a new audit will begin on March 14 – 15, 2024.
- d. Conversion Plan- Ms. Harris explained at the end of each calendar year this Board by policy buys out any excess vacation that an employee may lose due to Gallia County Policy. This conversion plan is to allow those hours bought to be counted toward the employee's retirement.

**MOTION 24:195** Mr. Browning made a motion to accept the Conversion Plan as presented and Ms. Dunfee seconded the motion. The motion carried.

- e. 120 Day Notices (HRS, TASC, W4C, HHC, GC FCFC)- Ms. Harris stated in keeping with the law, the first of March agencies listed will have to receive a letter. Copies of the letter are included within the packets of information. It has been developed by the OACBHA attorney to make sure Boards are in compliance with the law.

**MOTION 24:196** Mr. Reed made a motion that the Board sends a 120 day notice letter to Health Recovery Services. Ms. Kimmel seconded the motion, which carried.

**MOTION 24:197** Ms. Dunfee made a motion that the Board sends a 120 day notice letter to TASC of Southeast Ohio. Dr. Ellison seconded the motion, which carried.

**MOTION 24:198** Mr. Ohlinger made a motion that the Board sends a 120 day notice to Warriors4Christ. Ms. Strite seconded the motion, which carried.

**MOTION 24:199** Dr. Ellison made a motion that the Board sends a 120 day notice to Hopewell Health Centers. Mr. Reed seconded the motion, which carried.

**MOTION 24:200** Ms. Kimmel made a motion that the Board sends a 120 day notice to Gallia County Family and Children First Council. Mr. Ohlinger seconded the motion, which carried.

**MOTION 24:201** Ms. Dunfee made a motion that the Board sends a 120 day notice to Stepstone Initiatives, LLC. Mr. Reed seconded the motion, which carried.

- f. Executive Session (Consider Employee Compensation) – Mr. Phillips requested a motion to go into Executive Session to discuss employee compensation.

**MOTION 24:202** Ms. Kimmel made a motion to go into Executive Session for the purpose of discussing employee compensation. Mr. Reed seconded the motion. Chris Love conducted a roll call vote at 7:45 p.m.

Joe Browning - Yes  
Megan Dunfee - Yes  
John Ellison - Yes  
Melissa Kimmel - Yes  
Spencer Morgan- Yes

Steve Ohlinger - Yes  
Gary Phillips - Yes  
Tom Reed- Yes  
Mikie Strite- Yes

**MOTION 24:203** Mr. Reed made a motion to come out of Executive Session at 8:10 p.m. Mr. Browning seconded the motion. Chris Love conducted a roll call vote.

Joe Browning - Yes  
Megan Dunfee - Yes  
John Ellison - Yes  
Melissa Kimmel - Yes  
Spencer Morgan- Yes

Steve Ohlinger - Yes  
Gary Phillips - Yes  
Tom Reed- Yes  
Mikie Strite- Yes

**MOTION 24:204** Ms. Kimmel made a motion to nullify the 2/21/2018 agreement entitled “Repayment of Overpayment by Gallia County, Ohio on January 9, 2015” signed individually by Gallia-Jackson-Meigs ADAMH employee Deborah Hill. In lieu of said agreement, the Board shall consider the \$1,198.08 paid on January 9, 2015 to have been a one-time supplemental pay. There shall be no sick leave or vacation accrued as a result of this payment. Ms. Dunfee seconded the motion. The motion passed unanimously.

**MOTION 24:205** Dr. Ellison made a motion to nullify the 2/21/2018 agreement entitled “Repayment of Overpayment by Gallia County, Ohio on January 9, 2015” signed individually by Gallia-Jackson-Meigs ADAMH employee Robin Harris. In lieu of said agreement, the Board shall consider the \$1,825.32 paid on January 9, 2015 to have been a one-time supplemental pay. There shall be no sick leave or vacation accrued as a result of this payment. Mr. Ohlinger seconded the motion. The motion passed unanimously.

**MOTION 24:206** Ms. Strite made a motion to nullify the 2/21/2018 agreement entitled “Repayment of Overpayment by Gallia County, Ohio on January 9, 2015” signed individually by Gallia-Jackson-Meigs ADAMH employee Jennifer Metts. In lieu of said agreement, the Board shall consider the \$1,508.84 paid on January 9, 2015 to have been a one-time supplemental pay. There shall be no sick leave or vacation accrued as a result of this payment. Ms. Dunfee seconded the motion. The motion passed unanimously.

**MOTION 24:207** Ms. Kimmel made a motion to nullify the 2/21/2018 agreement entitled “Repayment of Overpayment by Gallia County, Ohio on January 9, 2015” signed individually by Gallia-Jackson-Meigs ADAMH employee T. Christine Love. In lieu of said agreement, the Board shall consider the \$1,299.60 paid on January 9, 2015 to have been a one-time supplemental pay. There shall be no sick leave or vacation accrued as a result of this payment. Ms. Strite seconded the motion. The motion passed unanimously.

g. Next Meeting – The next meeting will be on March 18, 2024.  
5:30 - Fiscal Committee  
6:00 – Board Meeting

h. Other – There was nothing to discuss under this item.

**MOTION 24:208** Mr. Ohlinger made a motion to adjourn and Ms. Dunfee seconded the motion. The motion carried and the meeting adjourned at 8:15 p.m.

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Gary Phillips, Chairman

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Megan Dunfee, Secretary