

BOARD OF DIRECTORS'
REGULAR MONTHLY MEETING

Minutes – March 28, 2017
FINAL – Approved April 25, 2017

Board Members Present: Joseph P. Saporito, Board Chair; Deanna Horrigan, Board Vice Chair; John M. Williams, Secretary; Lucas M. Blower; Vivianne W. Duffrin; Elizabeth A. England; Daniel R. Flowers; Peter Goheen; Reneé Greene; Todd M. Ivan, M.D.; André Thornton, Jr.

Board Members Absent: Russell Ham; Melissa Mellinger (excused); Kathlin McCann (excused), Christine Myers (shadow) (excused)

ADM Board Staff Present: Jerry Craig, Executive Director; Jennifer Peveich, Mary Alice Sonnhalter, Aimee Wade, Fran Rudell

Other Interested Parties Present: Tracy Yaeger, Ph.D. and Sean Blake, LPCC-S, Portage Path Behavioral Health; Darletta Logan, Coleman Behavioral Health; Linda Wilkins, IBH Board Chair.

I. Call to Order

Board Chair Joseph P. Saporito (hereafter referred to as “Chair Saporito”) called the meeting to order at 5:37 p.m.

II. Approval of minutes from February 28, 2017 meeting.

After review, a MOTION was made by Elizabeth A. England, and SECONDED by André Thornton, Jr.,

To approve the minutes from February 28, 2017 meeting, as presented.

VOTE: Yes – ALL

RESOLUTION: 03-17-01

III. Board Education

Chair Saporito introduced Tracy Yaeger, Ph.D., and Sean Blake, LPCC-S, from Portage Path Behavioral Health. Mr. Blake presented on mental health services provided at Portage Path, with an explanation of the many conditions and various disorders in need of clinical attention, and treatments available. (Overview of the presentation attached.)

IV. Ownership Linkage & Accountability

A. Chair Report

- Consultant Bill Charney is scheduled for annual training on August 12th, with possible intro session for newer members on August 11th.
- Board member donations outside of ADM Board Recovery Challenge registration discussed.

B. Executive Director Report

- **Update on Quick Response Teams (QRTs)**
 - Now active in seven communities: Cuyahoga Falls, Green, Barberton, Norton, Tallmadge, Stow and Akron, with Akron connecting 1-2 citizens daily.
 - Munroe Falls to begin April 6th; upcoming discussion with Hudson and Coventry Township.
 - Board staff will be aggregating data of each jurisdiction separately as they reach quarterly benchmarks.

- **ADM Addiction Helpline report:**
 - 343 calls (326 last month)
- **Detox:**
 - New process working well. Longest wait has been one day. Currently there are open detox beds, but status changes as needs change.
- **AoD Residential:**
 - Wait list reviewed
 - Quarterly trending report to be provided in April
- **Audit of Oriana House**
 - Still in progress

V. Comments from the Public – None

VI. Consent Agenda

A. ADM Funding Awards Report for March

B. New Contracts & Authorization to sign

Mr. Craig provided listing and explanation of March contracts. After review, a MOTION was made by Joseph Saporito, and SECONDED by André Thornton, Jr.,

That the ADM Board of Directors approve the contracts for March, and, having funds available and certified by the Fiscal Officer as required by ORC 5705.41(D), the Board authorizes the Executive Director, Gerald Craig, to sign the contracts presented in the attached list on behalf of the ADM Board, in accordance with the requirements contained within ORC 340.

VOTE: Yes – ALL

RESOLUTION: 03-17-02

VII. Old Business

A. Assurance Committee

i. Policy 2.1, Treatment of Constituents

Committee Chair Dr. Todd Ivan reported on the March 20th meeting at which Policy 2.1 was reviewed regarding Major Unusual Incident (MUI) Reports.

After discussion of process, Dr. Ivan presented a recommendation from the Committee, with a MOTION by Lucas Blower, and SECOND by André Thornton, Jr.,

That the Board of Directors request ADM Board staff to provide quarterly reports on Major Unusual Incidents (MUIs) received by the ADM Board to the Assurance Committee for review, until such time as committee discerns that reports could be reviewed on a yearly basis.

VOTE: Yes – ALL

RESOLUTION: 03-17-03

ii. Policy 2.3, Compensation and Benefits

Committee Chair Ivan reported that committee reviewed the policy and recommended guidelines for Executive Director with regard to staff salaries.

Committee will meet next on June 19, 2017, 4:30 p.m.

B. Board Development Committee

i. Policy 3.5.1

Committee member Deanna Horrigan reported on the committee's review of Policy 3.5.1 with regard to term limits of Board officers. To that effect, Committee presented a MOTION

That the ADM Board of Directors amend language in Policy 3.5, Board Officers and Elections, Item 3.5.1, fifth sentence, to read: "Officers may not serve in the same office for more than two consecutive years, absent the vote of the Board of Directors."

VOTE: Yes – ALL. Joseph Saporito abstaining

RESOLUTION: 03-17-04

ii. Policy 3.5.3C

Committee members also reported on the Committee's review regarding assessment of Board meetings, with suggestions made as to various manners of assessments to be utilized. Board of Directors will add a meeting assessment line item to future meeting Agendas.

iii. Policy 3.7, Board Committee Structure, was not reviewed, having been addressed by the Board of Directors in January.

VIII. New Business

A. Committee Report

i. Executive Director Evaluation

Committee Chair Elizabeth England indicated report would be made in Executive Session.

B. March Executive Limitations & Board Self-Monitoring Reports

Before proceeding, Chair Saporito indicated a change to the Agenda was needed due to an error on same.

A MOTION was made by Reneé Greene, and SECONDED by Deanna Horrigan,

That the ADM Board of Directors amend the Agenda to note change in policy being reviewed under New Business as Policy 2.7, Ends Focus of Grants or Contracts, rather than Policy 2.5, Financial Condition and Activities.

VOTE: Yes – All

RESOLUTION 03-17-05

i. Policy 3.6 – Board Committee Principles (Direct Inspection – no action required)

ii. Policy 2.7 – Ends Focus of Grants & Contracts

Board discussed need for review of Oriana House contract with regard to Legacy III contract for five recovery housing beds. After discussion of concerns, a MOTION was made by Joseph Saporito, and SECONDED by Lucas Blower,

That the ADM Board of Directors request ADM Board staff forward the Oriana House Contract to the Assurance Committee for review of costs for the Legacy III recovery housing beds.

VOTE: Yes – ALL

RESOLUTION 03-17-06

Discussion continued regarding overall compliance on Policy 2.7, and a MOTION was made by Dr. Todd Ivan, and SECONDED by Reneé Greene,

That the ADM Board of Directors find the Executive Director in Compliance with Policy 2.7, Ends Focus of Grants & Contracts.

VOTE: Yes – All
RESOLUTION: 03-17-07

IX. Executive Session

A MOTION was made by Dr. Todd Ivan, and SECONDED by Peter Goheen,

That the ADM Board of Directors enter into Executive Session to discuss the appointment and compensation of a public employee.

Roll Call Vote taken:

Reneé Greene – Yes	Todd Ivan – Yes	Vivianne Duffrin – Yes	Daniel Flowers – Yes
Lucas Blower – Yes	Elizabeth England – Yes	André Thornton – Yes	Peter Goheen – Yes
Deanna Horrigan – Yes	Joseph Saporito – Yes		

*Member John Williams departed the meeting at 6:15 p.m.

RESOLUTION: 03-17-08

Regular meeting adjourned to executive session at 6:45 p.m.

Regular meeting re-convened at 7:20 p.m.

A MOTION was made by Elizabeth England, and SECONDED by Reneé Greene,

That, per agreement of the Board of Directors, the Board of Directors will prepare a new contract for the Executive Director, and authorize the Board Chair to sign said contract.

VOTE: Yes – ALL
RESOLUTION: 03-17-09

X. Adjournment

With no additional business to come before the Board, Chair Saporito adjourned the meeting at 7:25 p.m.

XI. Next meeting scheduled: Tuesday, April 25, 2017 – 5:30 p.m.

Minutes as approved

April 25, 2017

Bd. Resolution: 04-17-01



John M. Williams, Board Secretary