

**BOARD OF DIRECTORS'**  
**REGULAR MONTHLY MEETING**

Minutes – February 28, 2017

Oriana House, Inc. – Glenwood Campus

FINAL as approved March 28, 2017

**Board Members Present:** Joseph P. Saporito, Board Chair; Deanna Horrigan, Board Vice Chair; Lucas M. Blower; Vivianne W. Duffrin; Elizabeth A. England; Peter Goheen; Reneé Greene, Russell T. Ham; Todd M. Ivan, M.D.; Kathlin McCann; Melissa Mellinger; André Thornton, Jr.; Christine Myers, Board Shadow.

**Board Members Absent:** Daniel R. Flowers (excused); John M. Williams (excused)

**ADM Board Staff Present:** Jerry Craig, Executive Director; Jennifer Peveich, Doug Smith, M.D., Aimee Wade, Fran Rudell

**Other Interested Parties Present:** Tammy Jensen, Oriana House, Inc.; Deborah Foster-Koch, IBH Addiction Recovery Center; Becky Dempster, Sandy Myers, Coleman Professional Services; Tracy Yaeger, Ph.D., Sean Blake, Portage Path Behavioral Health; Dawn Glenny, Greenleaf Family Center; Fred Frese, Ph.D., NEOMED; Leslie Powlette Stoyer, NAMI Summit County; Candy Pallante, Portage Path Behavioral Health – PES.

**I. Call to Order**

Board Chair Joseph P. Saporito (hereafter referred to as “Chair Saporito”) called the meeting to order at 5:32 p.m. Chair Saporito thanked Jim Lawrence, Dr. Garry Thrasher, Tammy Jensen and Oriana House staff for hosting the meeting and providing tours of the ADM Crisis Center and Halfway House.

**II. Approval of minutes from January 24, 2017 meeting.**

After review, a MOTION was made by Peter Goheen, and SECONDED by André Thornton, Jr.,

**To approve the minutes from January 24, 2017, meeting, as presented.**

VOTE: Yes – ALL, with Reneé Greene abstaining.

**RESOLUTION: 02-17-01**

Chair Saporito announced that the Agenda would be modified to allow Donna Skoda, Summit County Health Commissioner, to address the Board of Directors regarding the Summit 2020 Quality of Life Project and the inter-governmental agreement between the Summit County levy funded agencies.

After the presentation by Ms. Skoda and discussion by Board members, a MOTION was made by Joseph P. Saporito, and SECONDED by Reneé Greene,

**That the ADM Board of Directors, in accordance with Policy 2.5, Item 7, Financial Condition and Activities, authorize the Executive Director to execute a purchase commitment for the expenditure of an amount in excess of \$50,000 as follows:**

**\$65,000 for the Summit 2020 Quality of Life Project in the form of an inter-governmental agreement between the County of Summit, through the County of Summit Department of Job and Family Services, Summit County Combined General Health District, Summit County Children Services, County of Summit Board of Developmental Disabilities and the County of Summit ADM Board; for the period January 1, 2017 – December 31, 2018**

**Upon approval, funds will be appropriated from budget account 20704-5335-47200 and itemized in budget monitoring data disclosed to the Board of Directors.**

VOTE: yes – ALL

**RESOLUTION: 02-17-02**

### **III. Board Education**

Chair Saporito introduced Tammy Jensen, Program Manager at Oriana House/Crisis Center, and Dr. Garry Thrasher, Chief Clinical Officer, Oriana House, who presented an overview of services provided at Oriana House and the Crisis Center, and statistics for 2016 and 2017 as to number of clients served, and wait list times at both IBH and RAMAR. (Presentation available for review.) The presentation followed tours of the Crisis Center and Halfway House operated by Oriana House.

### **IV. Ownership Linkage & Accountability**

#### **A. Chair Report**

- Consultant Bill Charney has been contacted regarding August training session. Board will be polled as to availability for a Saturday session.
- ADM Board of Directors members were asked to consider a contribution towards a board sponsorship of the ADM Recovery Challenge.
- ADM Board staff currently has contributions to the ADM Recovery Challenge from 60% of staff. The ADM Support Committee would like to report that the Board of Directors and ADM Board staff contributed at 100% level as it approaches providers and community organizations for sponsorships.

#### **B. Executive Director Report**

Jerry Craig, Executive Director reported on the Summit County Opiate Task Force (OTF) strategic planning session, the implementation of Quick Response Teams (QRT) throughout the county, the ADM Addiction Help Line status, Residential Wait List and Detox update, OACBHA's Legislative Day, Audit of Oriana House, and on April 12<sup>th</sup> events featuring Sam Quinones, author of "Dreamland."

### **V. Comments from the Public – None**

### **VI. Consent Agenda**

#### **A. ADM Funding Awards Report for February – NONE**

#### **B. New Contracts & Authorization to sign**

Mr. Craig presented the listing of February contracts. After explanation of Beck Institute contract for trainings for agency dissemination, a MOTION was made by Peter Goheen, and SECONDED by André Thornton, Jr.,

**That the ADM Board of Directors approve the contracts for February, 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: 02-17-03**

## VII. Old Business

### A. Assurance Committee

Will meet in early March regarding TABLED Policy 2.1 (access to services), and TABLED Policy 2.3, Compensation and Benefits.

With regard to Policy 2.3, a MOTION was made by Reneé Greene and SECONDED by André Thornton,

**That Policy 2.3 be UNTABLED only to allow a vote on Compliance by the Executive Director in January monitoring.**

VOTE: Yes – ALL

RESOLUTION: 02-17-04

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

**That the ADM Board of Directors find the Executive Director in Compliance with Policy 2.3, Compensation and Benefits, as evidenced in the January 2017 Monitoring Reports.**

VOTE: Yes – ALL

RESOLUTION: 02-17-05

### B. Board Development Committee

Committee will meet in March regarding Policy 3.5.3C regarding Term Limits for Officers.

### C. Ends Discussion

#### i. Recidivism in Ends – language recommendations

With regard to Policy 1.0, Ends/Priority Results, a MOTION was made by Reneé Greene and SECONDED by André Thornton,

**That Policy 1.0 be UNTABLED for review.**

VOTE: Yes – ALL

RESOLUTION: 02-17-06

After explanation by Mr. Craig of recommendations to amend Policy 1.0 to remove Item 1.1B with regard to a reduction in episodes of care (i.e. recidivism), a MOTION was made by Russell Ham and SECONDED by Reneé Greene,

**That the ADM Board of Directors amend Policy 1.0, Ends/Priority Results, by striking Item 1.1.B in its entirety.**

VOTE: Yes – ALL

RESOLUTION: 02-17-07

#### ii. Item 1.2 – Lifestyle changes – (TABLED in January)

Executive Director Craig proposed that rather than asking the Board to address the lifestyle changes referred to in the policy, the Board allow the Executive Director to submit recommendations with his Monitoring Report, and subsequently determine reasonableness as part of the monitoring process. Review to remain TABLED at this time.

iii. **Ends Monitoring Schedule**

After explanation by Aimee Wade, Associate Director of Clinical Services, of proposed schedule of information dissemination throughout 2017, with final policy review in December 2017, a MOTION was made by André Thornton, and SECONDED by Reneé Greene,

**That the ADM Board of Directors approve the proposed information reporting schedule for Ends throughout 2017, as provided at the January 24, 2017 meeting.**

VOTE: Yes – ALL

RESOLUTION: 02-17-08

**D. Board Education Agenda for remainder of 2017**

Mr. Craig presented monthly education topics, and off-site provider visits, with Board members offering comments and suggestions as to format to use for presentations.

**VIII. New Business**

**A. Committee Reports**

- i. Assurance –  
As previously reported, Committee will meet in early March.
- ii. Executive Director Evaluation and Contract  
Committee Chair Elizabeth England reported on the results of Committee's February 20<sup>th</sup> meeting. Complete report will be presented in Executive Session.
- iii. Summit County ADM Support Committee –  
Committee met on January 27<sup>th</sup> and reviewed status of funds available and plans for 2017 Recovery Challenge.

**B. February Executive Limitations & Board Self-Monitoring Reports**

- i. Policy 3.2 – Board Job Description – (Direct Inspection – no action required)
- ii. Policy 4.1 – Unity of Control – (Direct Inspection – no action required.)
- iii. Policy 2.5 – Financial Condition and Activities – Internal inspection

After review and discussion of Policy 2.5 with regard to open Purchase Orders and dates for closure, a MOTION was made by Reneé Greene, and SECONDED by André Thornton,

**That the ADM Board of Directors find the Executive Director in Compliance with Policy 2.5, Financial Condition and Activities.**

VOTE: Yes – ALL

RESOLUTION: 02-17-09

**IX. Executive Session**

A MOTION was made by Peter Goheen, and SECONDED by Vivianne Duffrin,

**That the ADM Board of Directors enter into Executive Session to discuss the appointment and compensation of a public employee, and to include Board Shadow, Christine Myers,**

**Roll Call Vote taken:**

Renee Greene – Yes	Elizabeth England – Yes	Andre Thornton – Yes	Peter Goheen – Yes
Deanna Horrigan- Yes	Joseph Saporito – Yes	Melissa Mellinger – Yes	Kathlin McCann - Yes
Russell Ham	Todd Ivan – Yes	Vivianne Duffrin - Yes	

\*Member Lucas Blower departed the meeting at 7:00 p.m.

Regular meeting adjourned to executive session at 7:20 p.m.

A MOTION was made by Renee Greene, and SECONDED by Melissa Mellinger,

**That the ADM Board of Directors return to regular session.**

**Roll Call Vote taken:**

Renee Greene – Yes	Elizabeth England – Yes	Andre Thornton – Yes	Peter Goheen – Yes
Deanna Horrigan- Yes	Joseph Saporito – Yes	Melissa Mellinger – Yes	Kathlin McCann - Yes
Russell Ham - Yes	Todd Ivan – Yes	Vivianne Duffrin - Yes	

Regular meeting re-convened at 7:55 p.m.

**X. Adjournment**

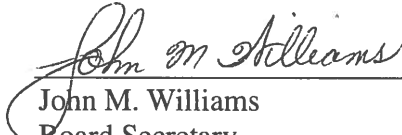
With no additional business to come before the Board, Chair Saporito adjourned the meeting at 7:58 p.m.

**XI. Next meeting scheduled: Tuesday, March 28, 2017 – 5:30 p.m.**

**Minutes as approved**

March 28, 2017

**Bd. Resolution: 03-17-01**

  
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 John M. Williams  
 Board Secretary