

BOARD OF DIRECTORS'
REGULAR MONTHLY MEETING

Minutes – February 23, 2016
FINAL, approved March 22, 2016

Board Members Present: Joseph P. Saporito, Board Vice Chair; Deanna Horrigan, Board Secretary; Elizabeth A. England; Reneé L. Greene, Todd M. Ivan, M.D.; Kathlin McCann, Patrick A. McGown; Melissa Mellinger, Christopher T. Teodosio, André Thornton, Jr., John M. Williams

Board Members Absent: Peter Goheen (excused); Phillip J Montgomery (excused)

ADM Board Staff Present: Jerry Craig, Executive Director; Beth Kuckuck, Darlene Migas, Jennifer Peveich, Christine Smalley, Doug Smith, M.D., Aimee Wade, Fran Rudell

Other Interested Parties Present: Katie Kline, Akron Marathon/Board Shadowing Program; Deborah Walsh, Ph.D., Summit Psychological Associates; Tammy Jensen and Patrick White, ADM Crisis Center/Oriana House; Don Finn, IBH Addiction Recovery Center; Fred Frese, Ph.D., NEOMED; Becky Dempster, Coleman Professional Services; Cheyene Boyd and Karla McDay, Summit County Children's Services.

I. Call to Order

In the excused absence of Board Chair Phillip J. Montgomery, Vice Chair Joseph A. Saporito (hereafter referred to as "Chair Saporito") called the meeting to order at 5:35 p.m.

Mr. Craig introduced three new ADM Board staff members: Jennifer Peveich, Associate Director of Operations, Christine Smalley, Care Management and Compliance Coordinator, and Darlene Migas, Administrative Assistant for Clinical Services.

II. Approval of minutes from January 19, 2016.

After review, a MOTION was made by Elizabeth England, and SECONDED by Patrick McGown,

To approve the meeting minutes from January 19, 2016, meeting, as presented

VOTE: Yes – ALL Reneé L. Greene, abstaining

RESOLUTION: 02-16-01

III. Board Education

A. Presentation on Transition Aged Youth

Beth Kuckuck, Children's Program Coordinator at the ADM Board, and Cheyene Boyd, Independent Living/Emancipation Resource Specialist at Summit County Children's Services, presented on the Young Adult Transition Team (YATT) in Summit County and how it affects and helps youth ages 18-25; the challenges faced, and the services and programs available to them after emancipation.

B. Agency Forum Discussion

After discussion regarding format and content, members agreed that Forum will be moved to an April date, with Board and Provider Agencies being surveyed to better inform planning. Several options were presented as to forum structure.

IV. Ownership Linkage & Accountability

A. Acting Chair Report

Chair Saporito reported on the following:

- ADM Recovery Challenge Sponsorship – hoping for 100% participation from Board members and Board staff. Letters/pledge forms are forthcoming.
- Upcoming community events

B. Executive Director Report

Mr. Craig reported on the following:

- Ohio Attorney General's Community Event scheduled for Feb. 24th. Over 250 registered.
- Reiterated ADM Recovery Challenge sponsorship by Board and ADM staff, with goal of 500 participants this year. He noted that many volunteer opportunities are available.

V. Comments from the Public

Dr. Fred Frese thanked Mr. Craig for his presentation to NAMI Summit County's Board of Directors, and announced that the keynote speaker at NAMI's Annual luncheon in May will be Cook County (IL) Sheriff Tom Dart. Registration is now open.

VI. Old Business

A. Funded Activities – Added Agenda Item

Chair Saporito asked that a report on ADM Funding Awards be added as a standing agenda item. A MOTION was made by John Williams, SECONDED by Reneé Greene,

That a report on ADM Funding Awards be added to future agendas of the Board's Regular Meetings.

VOTE: Yes – ALL

RESOLUTION: 02-16-02

B. Global Ends

Board reviewed and discussed the Ends Interpretation provided by Mr. Craig to determine if it captured the intent of the Board. Board was asked to approve the policy with the caveat that the interpretation could be further modified, particularly with respect to wait list language, but captured the board's policy intent as presented.

A MOTION was made by Patrick McGown, and SECONDED by Renee Greene,

That the Board adopt Policy 1.0, Ends, in its entirety as presented, (shown below) and approves of the interpretation by Mr. Craig.

The County of Summit Alcohol, Drug Addiction and Mental Health Services Board exists to ensure for citizens of Summit County a healthy community in which a continuum of care supports mental wellness and freedom from addiction, with outcomes optimizing use of available resources. Further:

1. There is effective and timely treatment for people affected by addictions and/or mental health conditions.
 - A. There is a full continuum of care for affected persons and their families in Summit County.
 - i. Reduction of youth involvement with drugs and alcohol
 - ii. Minimize opiate related dependency, deaths and overdoses.
 - iii. Elimination of daily living barriers
 - B. There is a reduction in episodes of care (i.e. recidivism)
2. Residents are aware of and engage in lifestyle behaviors that minimize risk and add protective factors.

3. Residents are aware of available resources and services for prevention, treatment, and recovery supports for addictions and mental health conditions.
4. Summit County providers are highly skilled and effective.
5. Summit County's addiction and other mental health services and supports are addressed in a coordinated fashion.

VOTE: Yes – ALL

RESOLUTION: 02-16-04

C. Second Street Property Report

Mr. Craig updated the Board on the purchase of property from the Summit Developmental Disabilities Board (Summit DD) in Cuyahoga Falls. The completion of the transfer will be authorized by action of County Council, after submission of appropriate ADM Resolution.

A MOTION was made by Joseph Saporito, and SECONDED by Todd M. Ivan,

That the County of Summit Alcohol, Drug Addiction & Mental Health Services Board request the County of Summit approve and proceed with a transfer of the property located at 1770 Second Street, Cuyahoga Falls, Ohio, from the County of Summit DD Board to the County of Summit Alcohol, Drug Addiction & Mental Health Services Board.

VOTE: Yes – ALL

RESOLUTION: 02-16-03

A certified copy of the Board resolution will be provided to County Council.

VII. New Business

A. Committee Reports

i. Assurance Committee

Committee Chair Joseph Saporito reported that Committee had reviewed suggested changes to Policy 2.2, Treatment of Staff, adding language to address any grievance against the executive director. Committee recommended approval of suggested changes.

A MOTION was made by John Williams and SECONDED by André Thornton, Jr.,

That the Board of Directors approve Policy 2.2 – Treatment of Staff, as presented (shown below):

With respect to the treatment of employees and volunteers, the Executive Director will not cause or allow conditions that are inequitable, undignified, disorganized, or unclear.

Pertaining to employees, the Executive Director will not:

1. Operate without ensuring employees are provided written personnel rules, reviewed by qualified legal counsel, which clarify personnel rules for employees, and provide for effective handling of complaints/grievances.
2. Allow employees to be unaware of these governing policies, including but not limited to this Treatment of Staff policy, along with the Executive Director's interpretations of their protections under this policy.
3. Retaliate or allow retaliation against an employee for non-disruptive, internal expression of dissent or for reporting to management or to the BoD (per the process for handling of grievances in the Personnel Manual) acts or omissions by ADM Board personnel, the Executive Director, management, or the BoD that the employee believes, in good faith and based on credible information, constitutes a violation of state or federal law or a governing policy of the BoD

A Employees may not be prevented from grieving to the BoD when (1) internal

grievance procedures outlined in the Personnel Manual have been exhausted, *and* (2) the employee alleges that BoD policy has been violated.

B Employees may not be prevented from grieving to the BoD when the grievance pertains to the Executive Director.

4. Allows employees to be unprepared for reasonably foreseeable emergency situations.

VOTE: Yes – ALL

RESOLUTION: 02-16-05

Committee is researching companies to provide Engagement Survey for Board staff.

ii. Ad hoc Executive Director Evaluation

Committee Chair Elizabeth England reported on extension of deadline for submission of evaluations sent to Board members. Preliminary details to be presented in Executive Session.

iii. Board Development

Committee Chair Christopher Teodosio reported on current and upcoming vacancies. Committee reviewed and identified several candidates and will contact individuals as to continued interest and availability. Committee also reviewed and discussed Torchbearers' "Shadow" program, with recommendation to the Board to proceed for a 12 month period.

A MOTION was made by John Williams and SECONDED by André Thornton,

That the Board approve participation in the Shadow Program for a period of 12 months.

VOTE: Yes – ALL

RESOLUTION: 02-16-06

Ms. Katie Kline, Torchbearers' Class of 2015, was introduced and will participate as a Board Shadow, taking part in all Board functions/discussions, without voting authority.

iv. ADM Support Committee

Committee met on February 5th. Mr. Craig reported that Jen Peveich was appointed as Treasurer for the ADM Support Committee, with Dawn Glenny and Peter Goheen also appointed to the committee. Committee discussed investment of funds and best vehicle with assurance of liquidity.

B. February Executive Limitations Monitoring Reports

i. Policy 2.5 Financial Condition & Activities – Quarterly Internal Review

With no comments presented, a MOTION was made by Joseph Saporito, and SECONDED by Todd M. Ivan,

That the Board find the executive director to be in compliance with Policy 2.5, Financial Condition & Activities.

VOTE: Yes – ALL

RESOLUTION 02-16-07

ii. Policy 3.2 Board Job Description – Annual Board self-monitoring

iii. Policy 4.1 Unity of Control – Annual Board self-monitoring

With no comments or concerns noted, a MOTION was made by Christopher Teodosio, and SECONDED by Renee Greene, to approve annual review of Policies 3.2 and 4.1.

VOTE: Yes – All

RESOLUTION 02-16-08

VIII. Executive Session

Per the Agenda, a MOTION was made by John Williams, and SECONDED by André Thornton,

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

ROLL CALL VOTE:

Reneé Greene – Yes	Elizabeth England- Yes	Christopher Teodosio – Yes
André Thornton, Jr. – Yes	Melissa Mellinger – Yes	Todd M. Ivan, MD – Yes
Kathlin McCann – Yes	John Williams – Yes	Patrick A. McGown – Yes
Deanna Horrigan – Yes	Joseph A. Saporito – Yes	

RESOLUTION: 02-16-09

The regular meeting was adjourned to executive session at 7:22 p.m. Executive Director Jerry Craig joined the Executive Session at 7:47 p.m.

The regular meeting was re-convened at 8:00 p.m. and with no additional business to come before the Board, Chair Saporito adjourned the meeting at that time.

**IX. Next meeting scheduled: Tuesday, March 22, 2016 - 5:30 p.m.
Summit County Public Health Board Room
1867 West Market Street, Suite B2,
Akron, OH 44313**

**Minutes as approved
March 22, 2016
Bd. Res. 03-16-01**



Deanna Horrigan, Board Secretary

