



Minutes for Meeting Book - SC ADM Board of Directors Monthly Meeting

02/28/2023 | 05:30 PM - 12:00 AM - (GMT-05:00) Eastern Time (US & Canada)

SCPH Board Room

Attendees (10)

Todd M. Ivan, MD; Lucas M. Blower; Vivianne Duffrin; Elizabeth A. England; Marvin Ferguson; Margaret J. Halter; Kimberly Huff; James E. Merklin; Christine Myers; Marc Lee Shannon

Board Members Absent

Daniel R. Flowers, Irving B. Sugerman

ADM Board Staff Present

Aimee Wade, Executive Director; Carrie Marceric, Manager of Administrative Compliance; Kimberly Patton, Associate Director of Clinical Services; Jennifer Peveich, Associate Director of Operations; Dr. Doug Smith, Chief Clinical Officer; Olivia Warther, Administrative Assistant; Amy Woodland, Manager of Communications

Other Parties Present

Karen Talbott, Child Guidance & Family Solutions; Katherine McKinley, Diversity on Board/Stark State College; Cassi Galloway, Child Guidance & Family Solutions; Dr. Elizabeth Menefee, Child Guidance & Family Solutions; Chip Billow, Child Guidance & Family Solutions; Jackie Kautenberger, CHC Addiction Services; Brigid Hilmuth, PNC Financial Services Group; Tammy Jenson, Oriana House; Dr. Tracy Yaeger, Portage Path Behavioral Health; Michael Mosely, Leadership Akron; Chris Richardson, CHC Addiction Services

Call to Order

With a quorum present, Chair Dr. Todd Ivan called the meeting to order at 5:33p.m.

Approval of minutes from January 24, 2023 Board Meeting

With a motion from James Merklin and a second from Marvin Ferguson a vote was called for the approval of the January 24, 2023 Meeting Minutes.

MOTION: James Merklin

SECOND: Marc Lee Shannon

That the SC ADM Board of Directors approve the minutes of the January 24, 2023, meeting of the Board of Directors as presented.

VOTE: Verbal Vote - Motion Passed

RESOLUTION: 02-23-01

Board Education

- Cassi Galloway and Dr. Elizabeth Menefee were invited to speak to the Board of Directors about the various services that Child Guidance & Family Solutions provide.
- Ms. Galloway, Chief Clinical Officer, began their presentation by noting that Child Guidance & Family Solutions has been in practice for over 80 years. They serve children as young as 3 years old and clients into adulthood. To ensure ease of mind for their clients, CGFS staff will meet their patients where they are to provide services. They'll meet their clients at home, in school, or wherever they feel most comfortable.
- CGFS also provides group services which focus on different skills. One type of group Ms. Galloway mentioned was to help children reduce aggressive behaviors and encourage positive behaviors.
- CGFS additionally provides programs which are not only based on prevention and treatment, but they are also focused toward refugees in Summit County. They have a cultural broker who works with these families.
- CGFS also provides prevention programs to their clients. These programs range from working with toddlers and preschoolers up to helping teachers learn how to best assist their students.
- Dr. Menefee spoke about 2 other specialty services CGFS provides. The FIRST Program is a treatment program for those who have experienced their first episode of psychosis. This program began around 2009 and CGFS has collaborated with Community Support Services and NEOMED to assist in making this program a success. The First Program team meets weekly to ensure that everyone is on the same page, and they are able to properly support their clients.
- The second program Dr. Menefee introduced to the Board was their C-CAN program which offers a special approach to those who are at a high risk of a psychotic episode. They wanted to explore if it is possible to intervene before someone has the first episode of psychosis. CGFS provides psychiatry, individual therapy, and family therapy.

- CGFS has been acknowledged at a national level for this program and have found that less people transition to a first episode of psychosis after going through this program.

Ownership & Linkage & Accountability

A. Chair Report - Dr. Todd Ivan

- Chair Ivan began his report by giving acknowledgement to our special guests:
 - Michael Mosely, guest of Board Member, Kimberly Huff, works at First Energy and is a member of Diversity on Board, Class 7.
 - Catherine McKinley, also a guest of Ms. Huff, and is a member of Diversity on Board, Class 7.
 - Brigid Hillmuth was also recognized as a guest of Board Member, James Merklin.
- Chair Ivan also gave acknowledgement to the service of John Williams, the ADM Board's immediate past chair, and presented the plaque that will be given to Mr. Williams in recognition of his service.
- Chair Ivan reminded the Board that the OACBHA foundation is hosting Ohio's 2023 Opiate and Other Drug Conference in Columbus Ohio. This will be a 2-day conference, and they are opening registration soon. Board members were instructed to reach out to Dr. Ivan and Executive Director Wade if they are interested in attending. The dates of this conference will be June 5th and June 6th.
- Chair Ivan continued that Govern for Impact hosted in Richmond, Virginia on June 15th and June 16th. The ADM Board has set aside funds for Board Members to attend this conference. Please notify Dr. Ivan and Director Wade if you are interested in attending.
- Board Members were all instructed to take out their calendars and mark October 18th as the Annual Board Training date. Staff from OACBHA will attend in the morning to present on Roles, Rules and Responsibilities and the State of the State, and afternoon will be reserved for continued cultural competency training.
- As a result of feedback from board members, the following board education has been scheduled for 2023: April, CHC Addiction Services; June, Victim Assistance (off-site); September, Oriana House (offsite).
- Chair Ivan finally requested that Mr. Merklin provide an update from the ADM Support Committee, as the Board of Directors representative.
- Mr. Merkin reported that through the engagement of a legal consultant, it was determined that the Support Committee is a 501(c)4 organization, which was

founded to help provide funding for the ADM Board Levy campaign, is not a necessary legal structure for this purpose.

- The committee will meet again in April to determine the future structure of the committee.
- Mr. Merklin also reminded the Board that May 20th is the official date of this year's Recovery Challenge and encouraged everyone to attend.

B. Executive Director Report - Aimee Wade

- Executive Director Wade began her report by reminding the Board that even if they do not want to run, there are many ways to volunteer for the ADM Recovery Challenge if they're interested in being involved.
- Director Wade instructed the Board to look in their meeting books as there is a one pager with agency budget adjustment talking points they can use when out in the community. These talking points revolve around the right-sizing of our FY24 agency budgets base on agencies most recent billing history and the ADM Board's commitment to maintain open dialogue and increased funding base on increased service volume. This document will also be housed in the library in Board Effect for easy access.
- Director Wade continued that also in their meeting books, is a list of acronyms frequently used in our system for easy reference. This will also be housed in the library in Board Effect for easy access.
- The Board of Directors was informed that on May 3rd, there will be a virtual Groundwater training from 9am - 12pm. The ADM Board is hosting this training for its network of provider, staff and ADM Board of Directors. The link to the training will be sent out as soon as registration is open.

C. Chief Clinical Officer Report - Dr. Doug Smith

- Dr. Smith began his report by announcing that the FDA has approved at home test kits that will be able to detect COVID-19 and Flu A and Flu B.
- Dr. Smith continued that the Energy Department is looking to find where COVID-19 originally started. They have so far determined that it began in China unintentionally.
- With the impact of COVID-19, Dr. Smith also reported on the economic loss, which was about one million Americans, and 3.6 trillion dollars.
- However, Dr. Smith also reported, on a positive note, that if pregnant women got the vaccine in 2 doses, 95% of fetuses were reported safe from the Delta Variant of COVID-19.
- Dr. Smith concluded his report with an overview on a recent study on cannabis, monitoring the effects with varying levels of THC and CBD

Comments from Public and Announcements

None

Consent Agenda

- A. ADM Funding Awards Report
- B. New Contracts & Authorization to Sign

MOTION: Dr. Margaret Halter
England

SECOND: Elizabeth

That the SC ADM Board of Directors approve the funding awards for February 2023 and having funds available and certified by the Fiscal Officer as required by ORC 5705.41(D) the Board authorizes the Executive Director 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: Verbal Vote - Motion Passed

RESOLUTION: 02-23-02

Unfinished Business

None

Committee Reports

A. Assurance Committee - Dr. Margaret J. Halter, Chair

- The Assurance Committee met on February 7th and Dr. Smith presented on the current Suicide and Overdose data.
 - Dr. Smith reported that in 2021 and 2022, we have seen an increase in opiate overdoses.
 - Between 1983 and 2014, Summit County saw an average of 75 deaths by suicide each year, however in 2015, that number unexpectedly jumped up to 110, and we are still unsure as to why.
 - This past year, we saw 80 individuals in Summit County die by suicide, so the number is falling back in the right direction.
- Chair Halter concluded her report with an update on the current marijuana legislation. It will be on the ballot on November 7th. The Committee plans to have more in depth conversations about this in their upcoming meetings and report back to the full board.

B. Executive Compensation Committee - Vivianne Duffrin, Chair

- Chair Duffrin reported that the Executive Compensation Committee met on January 27th to discuss the Executive Director's contract. They decided to ask Organizational Architecture (OA) to do a wage comparison study for Executive Director positions in the area so they are well equipped to advise the Board. Their next meeting is on March 28th, and they should have the report back from OA at that time.

C. Fiscal Oversight Committee - James Merklin, Chair

- Chair Merklin reported that the Fiscal Oversight Committee met on February 13th. They did a deep dive review of ADM's quarterly financial statements, and it showed about what they had expected. Revenue was higher than budgeted due to a couple of issues such as increases in property taxes, and a higher number of Medicaid eligible people. This resulted in less levy dollars being spent.
- A few agency directors have expressed concerns about cutting their budgets for FY24, however it was reiterated that their budget adjustments were based on their historical spending. Keeping unused funds tied up in agency contracts only contribute to the increasing fund balance.
- Chair Merklin stated that if agencies have need for more dollars by bringing in more clients, we are here to support them and we can provide them with more funding.
- Chair Merklin also reported that this committee reviewed ADM's Fiscal Standard Operating Procedures, and they all look strong.
- Chair Merklin concluded his report by stating that ADM staff is working hard to develop financial dashboards to enhance the finance information in pictorial fashion to more easily demonstrate how we are doing financially.

New Business

A. Executive Limitations & Board Self-Monitoring

1. Policy 2.5 Financial Conditions & Activities
 - a. Vote on Compliance

MOTION: Chrissy Myers

SECOND: James Merklin

That the SC ADM Board of Directors find the Executive Director in compliance with Policy 2.5 Financial Conditions & Activities.

VOTE: Verbal Vote - Motion Passed

RESOLUTION: 02-23-03

Executive Session

NONE - Executive Session has been moved to March's Agenda

Adjournment

The next regularly scheduled meeting of the SC ADM Board of Directors will be Tuesday, March 28th, 2022, at 5:30 pm in the SCPH Board Room.

MOTION: James Merklin

SECOND: Kimberly Huff

That the SC ADM Board of Directors move to adjourn this regularly scheduled meeting of Tuesday, February 28th, 2023.

VOTE: Verbal Vote - Motion Passed

RESOLUTION: 02-23-04

The meeting was adjourned at 6:42pm

Margaret J. Halter - ADM-SC Board of Directors
Approved on 4/22/2023 8:42AM EDT