



TRUMBULL COUNTY
Mental Health and Recovery Board

Board Meeting Minutes
May 16, 2023 4:30 PM

Members Present: Virginia Cluse, Carol Henderson, Lance Grahn, Louise Kline, Thomas Harwood, John Hugley, Rachel Nader, Larry Pavone, Maria Placanica, Kevin Stringer, David Spies, Deborah Tominey, Julia Wike, John Wilson

Members Absent: Carl Clark, Laura Green, Judith Toles

Staff Present: April Caraway, Katie Cretella, Crystal Crites, Laura Domitrovich, Carol Holmes-Chambers, John Myers, Valdeoso (Bud) Patterson, Patty Shepherd, Lauren Thorp*

Guests Present: Joe Shorokey*, Alta; Heather Craver*, Cadence Care; Catherine Chudakoff*, Coleman; Joe Caruso*, Compass; Vince Brancaccio*, Help Network

*Denotes Virtual Attendees

Preliminary

1. President Virginia Cluse called the meeting to order at 4:30 PM.
2. Pledge of Allegiance.
3. President Virginia Cluse called the roll of members and certified that a quorum was present.
4. Kevin Stringer made a motion, seconded by Carol Henderson, to approve the April 18, 2023 Board meeting minutes. The motion passed unanimously.

Report from the Executive Director

1. State Update – ED Caraway stated that advocacy work continues for the Biennial Budget. She asked Board members to contact Senator O’Brien to advocate for our behavioral health platform as described in her email. ED Caraway then stated that we recently had the exit interview for the HUD audit and no findings were indicated.
2. Local Update – ED Caraway highlighted all of the activities underway for Mental Health Month. John Myers and Katie Cretella accepted a proclamation at the Commissioner’s meeting. ED Caraway also announced that two commercials featuring the Board staff are currently airing. Other marketing campaigns include public service announcements on Spotify, the Summit, and local radio stations; social media posts about 211 and 988; an ad on a new electronic billboard at the mall; and print ads in the Business Journal and UAW newsletter. ED Caraway then asked members to review the Board member training spreadsheet in the Board packet and reminded members that at least one training needs to be done each fiscal year. ED Caraway then called attention to the TC Family and Children First Council Annual Report contained in the Board packet. She spoke briefly about FCFC, our role as administrative agent, and the function of the council. Katie Cretella then spoke about the Unmute the Uncomfortable event. She thanked all that were able to attend as part of the nearly 360 attendees. She shared that the majority of the evaluations were positive. Lauren Thorp then spoke on the recent Operation Empty Medicine Cabinet event. She reported that 30 ½ pounds of medication was collected in 3 hours and Deterra bags were distributed. Next ED Caraway spoke of the Friends of TCMHRB Levy fund. The 10-year levy can be put on the ballot in

May of 2024. ED Caraway said she recently participated in a training for MHR Boards and the Commissioner's Association about the levy process. A Resolution of Necessity will be done by the TCMHRB and then the County Auditor will certify the levy and millage. The commissioners will then provide a resolution to proceed. ED Caraway reminded the Board that John Wilson is currently our Treasurer for the levy, but would like to step down at the end of the fiscal year. Tom Harwood has indicated his willingness to be the new Treasurer and he thanked John Wilson for his more than 10 years of service. ED Caraway then reported that the FY23 Community Plan was approved by OhioMHAS and it is on our website. A newspaper article about the Women's Federation featuring a photo of Louise Kline was shared. ED Caraway then announced that the OneOhio Foundation released funding amounts per region. Region 7 will receive close to \$3 million annually for 18 years unless additional money is withheld by the OneOhio Foundation for statewide projects. This funding is not received nor directed by Mental Health and Recovery Boards.

3. Finance Report – Patricia Shepherd, CPA, reviewed the April 2023 unaudited Revenue and Expenditure Reports. Shepherd discussed the budget and also gave an update on the Crossroads renovation. Shepherd also noted that we received a letter from the SAR Auditors regarding SEFA variances. Shepherd stated that she'll be providing a written response and believes the variances are due to the Board running on a fiscal year and the County running on a calendar year.
4. Election of Officers at June meeting – President Virginia Cluse announced elections will happen next month. Cluse then went over the rules for elections and encouraged everyone to consider serving as an officer.

Committee Reports

1. Addictions and Mental Health Program Committee – President Cluse provided a brief overview of the meeting that took place on May 2, 2023 at 4:30pm.
2. Budget and Finance Committee – Lance Grahn provided an overview of the meeting that took place on May 10, 2023. Treasurer Grahn noted that we received a SAR letter that same day and Patricia Shepherd is working on a response. Grahn also noted that FY23 Budget adjustments were reviewed by line item and the committee recommends the revisions contained in the board packet.
3. Administrative Committee – Rachel Nader provided a brief overview of the meeting that took place on April 25, 2023. Policy revisions, as recommended by the COQ surveyors, were completed, board applications were reviewed, and staff cost of living increases, minus the Executive Director, are recommended.

Announcements/Community Partnerships/Information

1. The ASAP Drug Summit will be held May 26, 2023 at KSU Trumbull, and if anyone still needs to register, please do so now.
2. The ASAP Summer Track Meet will be July 15, 2023. Laura Domitrovich provided ASAP Track Meet flyers.
3. The Friends of the TCMHRB Golf Outing will be held on July 28, 2023.
4. Staff will participate in the African American Achievers Health Fair on the Square June 3, 2023 and the PRIDE in the Valley Festival on June 17, 2023.

New Business

1. Deborah Tominey made a motion to approve the April 2023 Revenue and Expenditure Report held subject to audit. David Spies seconded the motion, which passed unanimously.
2. Thomas Harwood made a motion to approve the recommendation of the Administrative Committee to grant 4% cost of living increases to TCMHRB staff, not including the Executive Director. The

increased cost of \$36,326 salary/benefits will be effective July 1, 2023. Maria Placanica Seconded the motion, which passed unanimously.

3. Lance Grahn made a motion to approve the recommendation of the Administrative Committee to adopt new policies V-A. 43, V-A.46 and VII-F.5. Carol Henderson seconded the motion, which passed unanimously.
4. Louise Kline made a motion to approve the recommendation of the Budget and Finance Committee's fiscal adjustments to the FY23 Budget. Kevin Stringer seconded the motion, which passed unanimously.

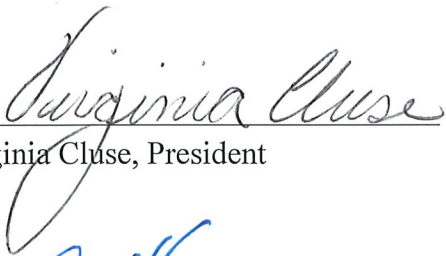
Adjournment

Virginia Cluse opened the floor to anyone with other items to discuss.

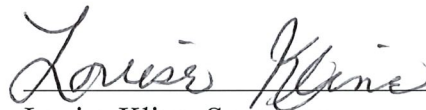
April Caraway gave an update on Judi Toles and asked for prayers for Judi's family during this time.

With no further business to conduct, the meeting was adjourned at 5:25 PM on a motion by Maria Placanica, seconded by Rachel Nader.

Next Board Meeting – June 20, 2023 at 4:30 PM



Virginia Cluse, President



Louise Kline, Secretary



April J. Caraway, Executive Director

6-27-2023

Date

