



TRUMBULL COUNTY  
**Mental Health and Recovery Board**

Board Meeting Minutes  
March 16, 2021 4:30 PM via Zoom

**Members Present:** Jane Boutwell, Virginia Cluse, Lance Grahn, Thomas Harwood, Carol Henderson, Cindy Klein, Louise Kline, Rachel Nader, Larry Pavone, Maria Placanica, Vince Peterson, Judy Toles, Deborah Tominey, David Spies,

**Members Absent:** Charles Baldwin, Carl Clark, John Wilson

**Staff Present:** April Caraway, Crystal Crites, Laura Domitrovich, John Myers, Valdeoso Patterson, Ilona Roth-Cohn, Patricia Shephard, Lauren Thorp

**Guests:** Vince Brancaccio, Help Network; Joe Caruso, Compass; Brendan Keating, Attorney at Law; Matt Kresic, Cadence; Gary Seech, Glenbeigh; Tammy Weaver, Coleman

### **Preliminary**

1. Thomas Harwood called the meeting to order at 4:30 PM
2. Attorney Brendan Keating administered the oath of office for new board members Louise Kline and Rachel Nader and the oath of office for newly elected Vice President, Virginia Cluse.
3. Deborah Tominey called the roll of members and certified that a quorum was present.
4. David Spies made a motion, seconded by Vince Peterson, to approve the February 16, 2021 Board meeting minutes. The motion passed unanimously.

### **Report from the Executive Director**

1. State Update – ED Caraway shared that several board and staff members had attended or were registered for the Racial Disparities Groundwater Trainings and that more registration slots were available. Several Board members who had attended spoke highly of the training and indicated they benefited greatly by participating. Virginia Cluse said the training was well worth it. Jane Boutwell found it interesting and well planned and encouraged others to attend. Carol Henderson attended as well and is using the information on her other committee work. Debbie Tominey and Cindy Klein are registered to attend. Next, ED Caraway spoke of the 2022-2023 Biannual Budget Platform contained in the board packet. The Boards have recommended some language changes to the Ohio Revised Code and additional funding for schools. She sent Representative Mike O'Brien the amendments and had a discussion with him about them as he is on the Finance Committee of the House of Representatives. Revisions are being discussed and negotiated. ED Caraway then went over the Ohio vaccination plan, now open to individuals 50 years of age and up, including a new registration form. Board staff are working closely with the Health Departments and the departments have gone to a few congregate care sites to administer the vaccinations.
2. Local Update – Lauren Thorp went over the ASAP Hotel Outreach Project. She stated that overdoses in hotels are frequently reported at Overdose Fatality Review Committee meetings. The committee is working with Recovery Ohio and OhioMHAS to promote and create resources to help. A training by Captain Tony Villanueva was held for a small group of hotels on February 18, 2021. Evaluations were positive. The committee is focusing next on getting Narcan into the hotels

and building supports for staff who may come across an overdose victim. Currently, less than 10% of hotels have Narcan on site. Next, ED Caraway gave an update on the Homeless Crisis Center being developed. A property is being sought to lease to meet requirements of a grant that is available for refurbishing and renovations. The biggest expense will be long term staffing. Lastly, ED Caraway stated that we have new brochures and that a copy of each were included in the board packets.

3. Finance Report – Patricia Shepherd, CPA, reviewed the February 2021 unaudited Revenue and Expenditure Reports. Patty stated both Revenue and Expenditure total percentages are affected by the two reimbursable grants we have. The FEMA and the SOR grants are budgeted at the full award amount but funding is reimbursed after expended. She also stated that 100% of the Regional dollars carried over from FY20 under First Step and Parkman Recovery have been spent and 90% of the K-12 Prevention Education dollars carried over from FY20 under the Special Projects & Grants section have been spent. We also had \$46,000 of FY20 Crisis Flex funds carried over for Coleman’s Housing Crisis Navigators, which have also been exhausted.

### **Committee Reports**

1. Addictions and Mental Health Program Committee - Chairperson Virginia Cluse stated there was a meeting on March 2, 2021. Minutes can be found in the handouts.
2. Budget and Finance Committee – Treasurer Maria Placanica stated there was a meeting February 23, 2021. Minutes can be found in the handouts.
3. Administrative Committee – Chairperson Carol Henderson stated there will be a meeting March 23, 2021 at 4:30 PM. On the agenda will be Board applications that have come in as well as reviewing policies that need to be amended.

### **Announcements/Community Partnerships/Information**

1. ED Caraway referred members to the handout “Dismantling Racism and Advancing Health Equity” and the article in the SCOPE Telescope, “Loneliness and Isolation in Older Adults” written by Ilona Roth-Cohn.
2. ASAP Summer Track Meet will be held at the Warren G Harding Track on July 10, 2021.
3. TCMHRB Levy fundraiser Golf Outing is at Riverview Golf Club on July 30, 2021.

### **New Business**

1. David Spies made a motion to approve the February 2021 Revenue and Expenditure Report held subject to audit. Vince Peterson seconded the motion. A roll call vote was conducted with 14 Board members still present at the meeting and the motion passed unanimously.
2. Lance Grahn made a motion to approve the recommendation by the Budget and Finance Committee to the end of fiscal year 2021 budget adjustments. Carol Henderson seconded the motion. A roll call vote was conducted with 14 Board members still present at the meeting and the motion passed unanimously.
3. Cindy Klein made a motion to approve the capital grant submission to Ohio MHAS for the Coleman Washington House II supportive living project and approval for Executive Director April J. Caraway to sign the application. Vince Peterson seconded the motion. A roll call vote was conducted with 14 Board members still present at the meeting and the motion passed unanimously.

### **Executive Session**

1. At 5:16 PM Carol Henderson made a motion to go into executive session with legal counsel regarding imminent litigation. David Spies seconded the motion. A roll call vote was conducted


with 14 Board members still present at the meeting and the motion passed unanimously.

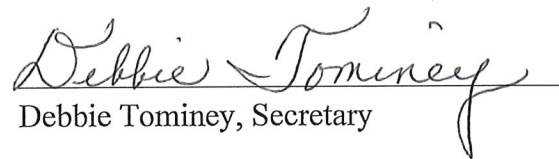
2. At 5:33 PM Carol Henderson made a motion to adjourn executive session with 13 Board members still present. Secretary Tominey had left the meeting. The motion was seconded by Cindy Klein and was unanimous. Members then returned to the original meeting room.

**Adjournment**

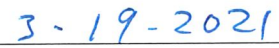
With no further business to discuss, Carol Henderson made a motion to adjourn the meeting at 5:36 PM. This was seconded by Cindy Klein.

**Next Board Meeting – April 20, 2021 at 4:30 PM**

  
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Tom Harwood, President

  
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Debbie Tominey, Secretary

  
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April J. Caraway, Executive Director

  
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Date

