

Program Committee Meeting

Meeting date: Monday, April 11, 2022

Meeting time: 5:09pm – 6:28pm

Meeting location: 2 Oak Street, Norwalk OR Zoom

<https://us02web.zoom.us/j/84344796557?from=addon>

Meeting ID: 843 4479 6557, Passcode: 282151

Recorder: Cari Williamson

Committee Members Present:

X	Katie Chieda, Board Chair	X	Lenora Minor
X	Amber Boldman, Committee Chair	X	Laura M. Wheeler
X	Julie Landoll - Zoom	X	Silvia Hernandez
X	Erin Bohne		

Board Staff Present:

X	Kristen Cardone, Executive Director	X	Ashley Morrow, Community Engagement & Resource Manager
X	Cari Williamson, Office & Fiscal Manager		

Unfinished business/updates:

- Monthly presentation
 - Ms. Kristen Cardone shared Firelands Counseling & Recovery Services will be presenting at this month's Board meeting.
- Board member training and due date reminder
 - Ms. Cardone shared June 30, 2022 is the due date for Board member's annual training. She has sent remaining hours needed to each Board member; if this information is still needed let her know.
- Terms ending 6/30/22
 - Ms. Cardone shared the following terms end June 30, 2022:
 - Julie Landoll (OhioMHAS appointment, 1 term under OhioMHAS)
 - Ms. Julie Landoll indicated she would like to renew her term. Ms. Cardone will send application this week.
 - Amber Boldman (Commissioner appointment, 1 term),
 - Ms. Amber Boldman indicated she would like to renew her term. Ms. Cardone will send application this week.
 - Ben Chaffee (Commissioner appointment, 1 term)

Discussion Items:

- Strategic Plan (email attachment, motion)
 - Ms. Cardone shared she sent the updated Strategic Plan in an email to Board members.
 - Updated mission and vision, added to values and put in alphabetical order, and some other small changes as recommended by the Board. Please take time to review if you

have not done so already prior to the Board meeting. This is a live document, so it can be changed at any point in time.

- Dinner with agencies idea
 - Ms. Cardone shared last year the Board started a Huron County Behavioral Health staff appreciation week at the end of March. This year the Board gave the staff tokens of appreciation including water bottles, pizza, and donuts.
 - Ms. Cardone shared an idea for next year's appreciation week would be having a catered dinner at a place such as Milestone to include staff from all the contracted providers and Board members. This would give the staff and Board members the opportunity to get to know each other. The seating would be intermingling the Board members and staff, allowing for more interaction amongst each other.
 - Ms. Cardone shared this could take place in March 2023, on the scheduled Board meeting date, having a short Board meeting after dinner.
 - Board members were in favor of this idea.
 - Ms. Cardone shared this would be in addition to the annual retreat, where the Board members would visit each agency, meet the staff, and learn about each agency. This will be added to the FY23 Board meeting schedule when the Board works on it next month.
- There were no questions or concerns from committee members.
- Women's House of Hope (WHOH) Monthly report (Attachment I)
 - Ms. Cardone shared monthly reporting and monthly meetings were added to WHOH's contract to go over any issues or concerns. The first meeting was held last week, and the first monthly report is attached.
 - Ms. Cardone shared the March report numbers are not current. Currently there are two women residing at WHOH, with three more moving in within the next week and a pending application received April 11, 2022. The second side for the house will be completely finished by Friday, April 15, 2022. The remaining projects will be concreting the bottom of the ramp, the roof, and blacktopping the driveway, which will be done when weather permits.
 - Ms. Amber Boldman asked where the women are being referred from. Ms. Cardone stated the jail, CBCF, and two that will be moving in soon came from Adult Probation.
 - Ms. Lenora Minor offered the help of Huron County Job and Family Services (HCJFS) new Adult Wraparound to guide the women to resources that may be beneficial to them, including gas vouchers for the House manager, Ms. Misty Hendricks.
 - Ms. Cardone stated she would connect Ms. Hendricks with Ms. Ashley Smith from HCJFS.
 - Ms. Silvia Hernandez asked what the ideal plan for the women is. Ms. Cardone responded the average length is one year, with a minimum of six months. Ms. Boldman stated there is typically a high level of turnover in recovery housing.
 - Ms. Katie Chieda shared her experience with visiting the WHOH. She suggested if you have not been there to see Ms. Cardone connect with the residents, you should. She praised Ms. Cardone's sweat and tears that have gone into making this recovery house for our county.
 - Ms. Cardone shared anyone is welcome to visit the WHOH anytime before Friday, April 15, 2022, which is when the keys will be handed over to Family Life Counseling. Any time after Friday, permission would be needed, and a 24-hour notice given.
 - Ms. Cardone shared Ms. Nora Knople also visited last week.
 - Ms. Cardone shared she spoke with two residents and they like the home, are grateful for it and appreciate the opportunity to live there.
 - Ms. Cardone shared as the Board starts to review the final invoices, there has been changes made to the original contract with Legends, called "change orders". One of the changes made was

while converting the garage to a group room, as Ms. Cardone elected to raise floor instead of installing a ramp which would have taken up a lot of room and made the room unusable for its intended purpose. Additionally, the fence was expanded to enclose bedroom windows to deter anyone from looking into windows.

- Ms. Boldman asked what the group room would be used for. Ms. Cardone responded for recovery meetings, house meetings, and group meals to have women from both sides of the house feel connected.
- Ms. Boldman had additional questions and Ms. Cardone shared Family Life Counseling will be presenting to the Board members in May 2022 meeting and suggested asking the questions then.
- There were no further questions or concerns from committee members.
- Onboarding Committee (potential motion)
 - Ms. Cardone shared her conversation with Ms. Sandy Hovest regarding onboarding process. Ms. Hovest felt she learned a lot from strategic plan and thought having a committee for onboarding would be beneficial to future new Board members to ensure new members are receiving all the information needed to be informed of what the Board is doing.
 - Board members agreed that having a committee would be helpful and a good idea. It would help with captioning how much the Board does and discussing terminology that is regularly used by the Board.
 - Ms. Cardone suggested the committee be made up of newer Board members and would not start until next fiscal year.
 - Ms. Cardone shared the motion would be placed under board chair report because chair can be the only one to make this type of motion.
 - There were no further questions or concerns from committee members.
- SFY 2023 RFI's (Live Binder link and email attachment)
 - Ms. Cardone shared attachments showing SFY 2023 Proposals received, SFY 2023 Request for Information (RFI) requested funding amounts and the Live Binder link to access RFI's that have been submitted.
 - All organizations are required to submit RFI's annually if they are interested in receiving funding from the Board. The RFI summary document shows the breakdown of every proposal, funding requested and amount of funding received in prior fiscal year if applicable, outcomes, number served, etc.
 - The goal at this time is not to make decisions, just be informed and ask questions. Funding decisions will be made in May.
 - Ms. Cardone shared she had a conversation with Mr. Mircea Handru, the director of Mental Health & Recovery Services Board Seneca, Ottawa, Sandusky & Wyandot (SOSW) counties. His recommendation is the max allocation of Levy reserve funds should be \$400,000, though Ms. Cardone recommends the Board allocate no more than \$200,000 of levy reserves to allow for any unexpected expenses through the fiscal year.
 - To keep Levy funding at \$200,000, the Board will need to cut approximately \$138,000 in funding. The Board will need to decide who and what they will fund and ensure the funds are being used for areas that fall specifically under the Board's umbrella.
 - Ms. Cardone shared most agencies requested for additional funding this fiscal year. The Board needs to decide how much should be funded, reference the Live Binder to review all the RFI's received for FY23. Anything shown in blue on the RFI summary document is information requested and received after submitting the RFI.
 - Committee members reviewed proposals and services provided by each agency, to determine which fall under the Board's umbrella.

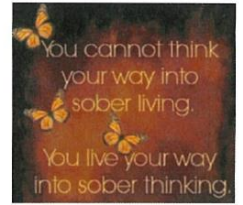
- Ms. Cardone highlighted certain areas from SFY 2023 RFI funding request attachment.
 - On-going contracts/expenses that are required are GOSH/Geisler, financial support from SOSW, Brown Consulting, and Carla Davis.
 - Firelands Counseling and Recovery Services received a significant cut in funding last year to align with their actual usage of funds in prior fiscal years.
 - Family & Children First Council includes youth prevention, they are the primary contracted prevention agency.
 - Building repairs include painting the office building and painting lines in parking lot.
 - Board administration include salaries, utilities, supplies, and anything to maintain Board operation.
 - Board operated services include outreach costs, outreach bags, Board initiatives such as Trauma Informed Community and Stepping Up.
 - National Alliance on Mental Illness (NAMI) did not request funding this year.
 - Now that the Board is funding Women’s House of Hope, discussion needs to be had regarding Miriam House funding. Miriam House does allow women with their children and women with mental health issues.
 - Ohio Guidestone did not submit proposal because they have not been able to maintain staff. They are willing to continue to try to find staff to provide these services, the Board has no other agencies that offer Early Childhood Mental Health services. If funds are not utilized, they will go back to the State.
 - Firelands Counseling and Recovery, Family Life Counseling, and Oriana House treatment payments go through the client’s insurance, then the Board’s sliding fee scale through GOSH, which allows for an income-based fee amount for client. There are certain circumstances that are automatically paid fully, such as diagnostic assessments for children under 18.
 - Crisis intervention through Firelands includes crisis hotline and people placed at One South in addition to other services.
 - Bulk of Firelands ‘other’ expenses are for group homes and transportation and this category makes up \$300,000 of their total request.
 - Levy dollars are used for Huron county residents only.
 - The past two years the Board has funded Northwest Ohio Behavior and Reporting Services (NOBARS), which is ran by Oriana House. When originally approached by Oriana House, it was stated that they needed funding for two years for the NOBARS program; FY23 would be year three. The intent was for NOBARS to obtain additional funding during those two years. This is one of the big funding expenses that has spent down Levy reserves as the Board has funded this program in an amount of over \$400,000 in the past two years.
 - Committee members reviewed and discussed the NOBARS proposal.
 - NOBARS offers day reporting for adult felony offenders referred by Huron County Common Pleas Court. It includes case management, electronic monitoring, and drug screens. They work closely with Adult Probation.
 - Decision needs to be made regarding whether these services fall under the Board’s umbrella of areas they fund. The bulk of their request are for wages, salaries, and fringe benefits; it needs to be determined if any of these positions are clinical positions.

- Ms. Cardone is meeting with NOBARS and Judge Conway to discuss what exactly are the staff doing, does it fall under the Board's umbrella, and what are the plans for obtaining funding.
 - Ms. Cardone will email Board members after the meeting.
 - From a sustainability standpoint, the NOBARS proposal stated they would ask the Judge's permission to apply for a grant that would begin in FY24.
 - If it is determined that the services provided under NOBARS do not fall under the Board's umbrella and are not clinical services, Ms. Cardone's recommendation is to cut the requested amount in half.
 - Committee members agreed.
- Ms. Cardone shared her recommendation on the additional agencies RFI's is to fund the same amount they received last year, except for Family Life Counseling do to now overseeing the WHOH.
 - There were no further questions or concerns from committee members.
- LEVY 2024
 - Ms. Cardone shared the Board's Levy is up for renewal in 2024.
 - Decision needs to be made whether the Board will be asking for a renewal or additional funds.
 - Promoting, marketing, and campaigning will start in 2023.
 - Hancock County creating posts of county agencies such as Sheriff, Commissioners, Fire Chief, Police Chief, and Board members, and community members, sharing their personal experiences and why they support MHAS.
 - Continuing to reach out to all communities in Huron County is critical.
 - There were no further questions or concerns from committee members.
- Additional information
 - 988 mental health crisis number is coming. Nord Center is Huron County's provider along with ten other counties.
 - 211 coming back for whole county. This gives access to resources within the county.
 - Next month's meetings will focus on funding and decisions on funding.
 - There were no further questions or concerns from committee members.

Attachment I



**Women's House of Hope;
Sober Living Residence**
15 Adams Street, Units A & B
Norwalk, Ohio 44857



Monthly Report; March 2022

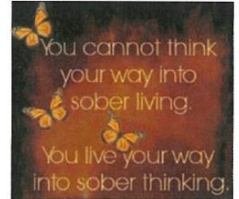
Women's House of Hope Statistic; 02/14/2022 to 03/15/2022		
Total Inquiries	Number	Percentage of Total
Huron Co. Inquiries	1	20%
Out of Co. Inquiries	4	80%
Accepted by HoH	5	100%
Not Accepted by HoH	0	0%
Did Not Qualify/Did not Pursue	0	0%
Accepted by HoH; Applicant Declined	0	0%
Participant Left HoH	0	0%
Participants Pending (Release from Jail/CBCF)	2	40%
Current Participants	3	60%

<u>Inquiry</u>	<u>Result</u>
• Number of unique residents served:	0
• Resident relapses:	0
• Successful recovery housing graduates to independent living:	0
• Resident employment status	1
• Have you made adjustments to the project and, if so, what adjustments have been made and why?	
○ Currently, no adjustments have been made to the program.	
• How are you linking residents with local community and treatment services as needed?	
○ Current residents are meeting with our Case Manager to determine unique, individualized needs within the community. Treatment services will be determined upon clinically assessing each individual resident. These assessments are pending.	
○ For residents linked with treatment services, please provide the following information:	
▪ Number engaged in services at Firelands: Pending	
▪ Number engaged in services at Oriana House: Pending	
▪ Number engaged in services at Family Life: Pending	
• How are you evaluating the success of your program? Are you evaluating outcomes? Please describe program outcomes.	
○ Residents who are clients of FLC will complete treatment Outcomes every 90 days. All residents, regardless of treatment status, will create and update goal/progress sheets every 30 days.	






**Women's House of Hope;
Sober Living Residence**
15 Adams Street, Units A & B
Norwalk, Ohio 44857



- Please describe successes/challenges/trends.
 - We are successfully assisting our 3 current residents in adjusting to sober living within the house. All report they are happy in the home and feel supported. A mandatory house meeting is held weekly and girls are given the opportunity to openly and privately discuss concerns, issues, stressors, etc.
 - We continue to work with the residents to address any questions or concerns they present with on an individualized basis. We are committed to working through the challenges which accompany starting a new location/program.

- Provider is required to obtain Ohio Recovery Housing Certification no later than 02/14/2023.
 - Certification is currently pending.
- Provider is required to meeting monthly with the Board to review progress of the program.
 - Meetings will occur on the first Tuesday of every month at 2pm. This day/time is variable and pending with the Board.


Jessica Dickman, MS-LPCC-S
Women's House of Hope Program Manager
Family Life Counseling & Psychiatric Services
(419) 512-0811

3-23-22
Date