

Program Committee Meeting

Meeting date: Monday, March 8, 2021

Meeting time: 5:00pm – 6:13pm

Meeting location:

<https://us02web.zoom.us/j/83974629951>

Meeting ID: 839 7462 9951

Passcode: 216243

Dial by phone: (929) 205 6099, Meeting ID: 839 7462 9951, Passcode: 216243

Recorder: Ashley Morrow

Committee Members Present:

X	Katie Chieda, Board Chair	X	Lenora Minor
X	Julie Landoll, Second Vice Chair	X	Mike White
X	Silvia Hernandez	X	Amber Boldman
X	Laura M. Wheeler		

Board Staff Present:

X	Kristen Cardone, Executive Director	X	Ashley Morrow, Administrative Assistant
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Guest: Lauren Robinson (Firelands Counseling & Recovery Services), Mircea Handru (Sandusky, Seneca, and Wyandot County Mental Health and Recovery Board)

Unfinished business/updates:

- Youth Resiliency Capital Project Update (Attachment I)
 - Ms. Cardone shared that as of today, the main factor to determine is what organization will be the applicant for the project. Family and Children First Council (FCFC) was initially an option however they realized that FCFC work under the commissioners which can be an issue. The members involved in this project are working on identifying a new applicant. Ms. Cardone shared that possible applicants include New London School as well as The Boys and Girls Club. Ms. Cardone will keep the committee updated. The final application is due March 27th, 2021.
- SOR Innovation funding application update (Attachment II)
 - Ms. Cardone shared that the technology grant has been submitted. The final amount of funding requested was \$483,209.88. Specifics regarding the funding requests may be found in Attachment II.
- Meet MHAS section in Newsletters
 - Ms. Cardone stated Board member information is still needed for the newsletters and asked committee members to please send information when possible.
- March Presentation – David Tatro, Family Health Services
 - Ms. Cardone shared that Mr. David Tatro with Family Health Services will be presenting at the March Board Meeting.
- Reach Our Youth thank you (Attachment III)
 - Ms. Cardone shared a “thank you” received from a youth involved with Reach Our Youth.

Discussion Items:

- Recovery Housing Discussion – 5:30pm
 - Mircea Handru, Executive Director, Mental Health and Recovery Services Board of Seneca, Sandusky, and Wyandot Counties (SSW)
 - Mr. Handru shared with committee members how they have operated recovery housing in their counties. Mr. Handru stated that their Board currently owns their recovery house and contracts with local organizations for services. He stated it is a 7-bed facility for women, they are at full capacity and the women pay rent monthly. He added that the Board paid for renovations and pays utilities and if something happens and repairs are needed, the Board is responsible. Mr. Handru stated that for treatment services and other supports, they contract with local organizations in the community, however, they also include fun things for the residents too. They do activities and allow family parties or visits with children. Mr. Handru added that as far as security is concerned, residents do have a curfew, all individuals must sign in and out and there are cameras installed in common areas outside the home to monitor activity.
 - Mr. Handru stated that the benefit of owning the property is the Board has control of the project and the services implemented. Mr. Handru stated that their Board is expecting the recovery house to be self-sufficient within the next two years. When the house was purchased their Board decided to follow every best practice nationwide regarding recovery housing, they implemented every policy and procedure, and did not cut corners. Mr. Handru added that Ohio Recovery Housing is using their house as a model for other Boards around the state and their outcomes have been very good. He shared another benefit is that the Board is not in a place to make a profit, only provide services which is beneficial to the community.
 - Mr. Handru shared that they have had an experience where they did not own the building and it did not end well. They found a provider to purchase the home and perform the services, however, the Board was not satisfied with the services being provided and decided not to contract with that agency. Although the Board no longer funded services, the provider now owned the building and could continue providing services and the Board cannot monitor the services being provided to clients.
 - Ms. Cardone asked why their Board was contracting out for operations?
 - Mr. Handru shared that the first year the Board oversaw everything, however, by contracting with a non-profit or other local organization to oversee and manage the daily operations of the house it is less overhead and expense for the Board.
 - Mr. Handru added that if MHAS decides to move in the direction of owning the facility, he will share all they have done and currently do with MHAS. Mr. Handru also offered a tour of their women's facility to MHAS Board members.
 - Ms. Cardone asked who is contacted in a scenario where there is an issue but 911 is not needed.
 - Mr. Handru stated that the house manager is notified and if the problem is not resolved, he (the Executive Director) is notified.
 - Ms. Cardone and committee members thanked Mr. Handru for his insight on recovery housing.
 - Ms. Cardone shared that she viewed a few properties recently if the Board did decide to go in the direction of owning the facility. Ms. Cardone viewed both single family homes and two duplexes. Ms. Cardone shared that both single family homes were older and there are challenges that come with older homes. Ms. Cardone shared that the duplexes were better options in her opinion due to the layout and the additional amenities.
 - Ms. Cardone shared that she also reached out to other Boards in addition to SSW for feedback on how they operate recovery housing. Ms. Cardone stated she met with the Medina County Board earlier in the day and for capital funding they almost always move forward with owning, whether it is a peer center, recovery housing, etc. The guidance provided around having an organization own the building is that the Board should have a strong relationship with the agency. However, if a strong relationship does not exist, it is not recommended. Ms. Cardone suggested owning the building but contracting out for

operations. Ms. Cardone shared that the Board only needs to decide if they want to own the building or if they want someone else to own it, and details regarding who will operate the building can be discussed later.

- Ms. Boldman stated she thinks the best option is for the Board to own the property. Ms. Boldman did have the following concerns: will the home be staffed 24/7? If so, what does it look like? Who monitors the cameras? Do residents have to pay rent right away? Ms. Boldman doesn't suggest having people having to pay rent right away because many of the women will be coming in without employment or other means to pay rent. Ms. Boldman asked about possible funding for new residents for a period of time before they are required to get a job.
- Dr. Mike White stated a Board owned property would be too labor intensive and suggested maybe partnering with someone who has a passion to operate a recovery home because it is too much work for two board staff.
 - Ms. Cardone agreed but added that the Medina Board partners with their local metro to oversee the property management. There is a way for the Board to own the building and then contract with an agency to oversee all organizational operations and management of the property so that Board staff is not fully responsible.
 - Ms. Cardone reiterated what Mr. Handru had said, that the benefit is the Board would have control, the Board doesn't lose the building if something goes wrong with a provider or agency, and the Board can ensure services are done properly.
- There were no further questions or comments. This topic will be discussed further at the Board meeting.
- Translation Services
 - Ms. Cardone shared that she had reached out to Starting Point to see if they offered translation services for Board documents treatment/recovery resources. Starting Point stated they do and they can assist the Board in translating their materials. In addition, Ms. Cardone reached out to the Board's legal representative, Mr. Randal Strickler, to see if the Board was able to contract with an organization who has a representative on the Board and Mr. Strickler provided verbal approval to contract with Starting Point Outreach for translator services because the Ohio Revised Code statute regarding the Board's inability to contract with an organization that has representation on the Board pertains to behavioral health services only. Ms. Cardone shared that Board staff is moving forward with translating all Board documents and marketing materials into Spanish. No formal motion needed.
- Levy Reserve Review and Discussion (Attachment IV, motion)
 - Sustainability Discussion
 - Ms. Cardone reviewed the Levy Reserve Policy with committee members. Ms. Cardone shared an email from the Board's fiscal agent regarding the Board's levy reserves and the possible issues that may arise if the Board continues spending the way they currently are. Levy reserves are important especially as the Board discusses future capital projects that require a percentage of matching funds. Ms. Cardone shared that the reason for the policy is to ensure the Board is being fiscally responsible, able to maintain services without interruption in case state and federal funds are cut. Ms. Cardone shared that the Board is currently spending \$500,000.00 annually more than what they are bringing in which cannot continue long term.
 - Contracted vs. Actuals (Attachment V)
 - Ms. Cardone reviewed a document in Attachment V that provides an outline of the Board's agencies and their contracted amounts vs. actual spending throughout the fiscal year. Ms. Cardone pointed out that the Board is contracting for more funds than the agencies are utilizing. Ms. Cardone stated that this document can be used to identify areas where spending can be reduced and asked committee members to review the

document for further discussions as the Board reviews proposals for FY22.

- FY23 - 24 Capital Project
 - Ms. Cardone shared that the worksheets for FY23-24 Capital Projects are due April 15th. Ms. Cardone stated that this worksheet is similar to the capital projects the Board is currently working on. The board at this point does not need to agree to provide match and can submit the worksheet for the proposed project now and the state will contact the Board in the future to see if they are still interested in funding and moving forward with the project. Ms. Cardone shared two possible project options for this application:
 - Permanent supportive housing option
 - Group home
 - Ms. Cardone stated its worth it to apply and see what happens, adding that she would suggest that permanent supportive housing is the greatest need currently. Ms. Cardone stated that the Board could apply for the full \$500,000.00, however, if the project is approved the funding amount can be changed.
 - Committee members were in support of moving forward with the application.
- MLB Grant application (Attachment VI, motion)
 - Ms. Cardone reviewed a summary of the MLB Healthy Relationships Grant that the Board staff would like to apply for. Some of the programs that currently are utilizing levy funds can possibly be supplemented with this grant. Ms. Cardone asked if there are any concerns about applying.
 - Committee members were in support of applying for the grant.
- Q&A
 - There were no questions or suggestions from the committee.

Attachment I

Title of the Project: Youth Resiliency Project- Afterschool Program (Huron County)

Funding/Grant: Youth Resiliency Capital Improvement Grant (OMHAS)

Primary Grantee: Huron County Mental Health & Addiction Services Board

Project Summary:

The project will enable us to create a space for afterschool and community programming to address concerns identified in the 2020 Huron County Community Health Assessment performed by Huron County Public Health, as related to youth resiliency and early onset of substance use.

Property Title Holder:

The property title will tentatively be held by the programming entity. Alternatively, it could be held by a separate entity that contracts the space out to the programming entity. Possible title holders include: New London Schools; Boys & Girls Club of Northeast Ohio; Huron County; a local faith-based organization; or other non-profit youth serving agency within Huron County.

Primary Objective of the Project:

To create a space where youth are inspired to develop a healthy lifestyle, socially, emotionally, and physically, helping them to thrive as a member of society today and in the future. The tentative goal of the renovation is to create the following spaces: a welcome desk area; 2 office spaces; 4-5 multi-purpose classroom spaces (including a space designated for teen); restroom facilities; a teachable kitchen and an indoor multi-activity space. If available, funding will also be used to outfit the space including, but not limited to: tables, chairs, desks, appliances, computers, televisions, instructional boards, etc.).

Programming entity:

We are in the process of identifying an organization to provide the after-school programming, with intent to include: life skill development; physical activity/education activities; nutrition education; leadership skill development; healthy lifestyle programs; character development; and academic success programming. We have begun discussions with the Boys & Girls Clubs of Northeast Ohio as a possible entity to oversee programming. Other possible entities identified include: The Huron County Family & Children First Council or other county-based agency; local faith-based organizations; other youth-serving non-profit agencies within Huron County.

Other potential uses of the space: Meeting space for county-based or local programs; Reach Our Youth activities; training space for youth and/or family focused programming. The afterschool programming would have priority scheduling over other community-based programs.

Target Population & Program Schedule:

The target population and program schedule will be based on the programming entity; available space; transportation; availability of staff; and funding. Ideally, we would like to serve 2nd grade through High School, with the intent to open the program up to all Huron County youth. During the school year, we would like to see the program held Monday-Friday from 2:30 PM-6:00 PM and summer, Monday-Friday from 9:00 AM-2:00 PM.

Attachment II

Total funding request: \$483,209.88

1. Huron County Sheriff's Office

- Soter RS Body Scanner to allow for improved outcomes for inmates receiving services while in custody, allowing for an individual's time in jail to be used as a first step in their recovery and in rebuilding their life. This device will also improve the safety of the jail environment for both inmates and staff.
- Estimated number served: 1,400 (COVID), 2,000 (non-COVID)
- Huron County Sheriff's Office total funding request: \$140,000.00

2. Oriana House, Inc.

- Used Alcopro Alcomonitor to be utilized on each client when they arrive for services at Oriana House. The breathalyzer previously used can no longer be used due to health and safety concerns related to the pandemic. This device allows for the use of disposable straws, ensuring client's safety as we continue through the pandemic.
- Estimated number served: 150
- Oriana House, Inc.'s total funding request: \$2,000.00

3. Huron County IT/Xerox

- Server based document sharing and completion system, JobRouter, to improve information sharing, data collection and build integration amongst community partners serving the behavioral health community and allow clients to complete necessary documentation virtually. On-premise system to be located at the Huron County Board of Mental Health and Addiction Services office.
- Includes 300 named user licenses, unlimited processes, JobPortal module, and 4 years of maintenance and support.
- Estimated number served: 6,000
- Huron County IT/Xerox total funding request: \$329,682.88

4. Firelands Counseling & Recovery Services

- Virtual platform licenses for 17 employees for 7 months. This will enable the employees to provide services virtually if requested by the client as their preferred delivery of treatment. Having the option of providing services virtually can decrease barriers to the clients who have concerns about transportation or concerns about in person services during the pandemic. Potential clients may also have clinical concerns that influences them to prefer services virtually.
 - \$48/month per employee
 - \$816/month for 7 months
- Estimated number served: 97
- Firelands Counseling & Recovery Services total funding request: \$5,712.00

5. Family Life Counseling & Psychiatric Services

- Three laptop computers for residents of House of Hope Recovery House. Due to changes in service delivery and the majority of Adult Wraparound services being provided virtually, additional computers are needed for the residents of House of Hope to establish and sustain the resident's recovery. The new

technology will allow for participation in telehealth counseling services, vocational services, recovery supports, and connecting with other medical services needed as a part of their recovery.

- Cost per laptop \$599.00
- Total expense: \$1,797.00
- Estimated number served: 15
- One mobile hotspot is needed for Family Life Counseling's Recovery Navigator, based out of their Norwalk Office and serving the Huron County area. Huron county has spotty Wi-Fi coverage which impedes on the Recovery Navigator to be able to connect with clients and for them to connect with her. A mobile hotspot can deliver a strong, fast and secure online connection most anywhere. The hotspot will enable her to be able to carry out her important job functions more effectively.
 - Cost for device: \$100.00
 - Monthly cost for data: \$70.00
 - Total annual data expense: \$840.00
 - Total expense: \$940.00
 - Estimated number served: 50
- Family Life Counseling total funding request: \$2,737.00

6. Huron County Family Dependency Treatment Court

- Two laptops and two mobile hotspots for Family Dependency Treatment Court participants to utilize to connect with services including counseling, DJFS, attend court when not held in person. This will help increase access to services needed to support their recovery.
 - Cost per laptop \$599.00
 - Total expense for laptops: \$1,198.00
 - Cost per hotspot: \$100.00
 - Total expense for hotspot devices: \$200.00
 - Monthly cost for data for hotspot: \$70.00
 - Total annual data expense per hotspot: \$840.00
 - Total annual expense for both hotspots: \$1,680.00
- Estimated number served: 6
- Huron County Family Dependency Treatment Court total funding request: \$3,078.00

Attachment III

I purchased a pair of wrestling shoes this month with the Extra-Curricular money that MHAS provides. The recipient wrote a sweet thank you note that I thought you both would appreciate as well. It's attached.

Thank you so much for allowing us to do this!

Sarah

Dear ROY, thank you so much for the wrestling shoes. I've been in need of wrestling shoes for the whole season so it was perfect that I was able to get them before this years sectionals. I promise to put them to work and wrestle hard in them.

Attachment IV

FISCAL RESPONSIBILITY

PURPOSE

To establish a policy for the Board to maintain adequate reserves and cash flow to assure continuation of its programs and services.

POLICY

It is the policy of the Board to assure financial responsibility and discharge its financial obligations in a timely manner. The Board shall maintain Board Levy Reserved Funds for future operating expenses.

ACCOUNTABILITY

Finance Committee, Executive Director

PROCEDURE

1. The Board may utilize the Board Levy Reserved Funds to minimize interruptions in the provision of behavioral health services and/or for any special community projects to cover current behavioral health system gaps.
2. Any consideration of the use of the Board Levy Reserved Funds shall be a balance between the need to meet current demands for services and the fiscal responsibility required to maintain service stability in the future years.
3. Annually at the January Board meeting, the Board will review and approve a required reserve amount based on the following formula:

BOARD LEVY RESERVED FUND BALANCE

NO LESS THAN: Average monthly expenditures x 6 months BUT

NO MORE THAN: Average monthly expenditures x 12 months

Average monthly expenditures are calculated taking in consideration the last three calendar years. Example: (At the January 2021 Board meeting, the Board will review the CY2020, CY2019 and CY2018 average monthly expenditure).

FORMULA TO CALCULATE AVERAGE MONTHLY EXPENDITURE:

Total expenditures for the last three calendar years /36 months = Average monthly expenditure

4. The reserve fund balance shall be determined in the sound discretion of the Board on an annual basis, or less than annually, if the facts and circumstances so dictate.

CY2018 Expenditures: \$1,479,541.24

CY2019 Expenditures: \$1,589,025.92

CY2020 Expenditures: \$2,367,505.66

Average monthly expenditure (last 36 months) = \$151,002.02

As you can see, the expenditures really went up in CY2020 compared with the previous years. I project that CY2021 will be similar to CY2020; therefore, it will significantly increase the average monthly expenditure amount next year.

In addition, Huron Board is projected to spend approximately \$500,000 more in levy than what the Board collects (FY2021).

It appears that the cash balance (at the end of FY2021) should be around \$2,334,216.21. After all contracts are paid and with the calculated projected revenues. I am projecting low (worst case scenario). Consider this amount as your reserve balance.

Huron Board is still in very good shape financially, but if the current trend continues for another 3-5 years the situation will not be the same.

Attachment V

Agency	FY19 Contract	FY19 Actual	%	FY20 Contract	FY20 Actual	%	FY21 Contract	FY21 Actual	%
AAS	\$25,000.00	\$3,850.00	15.40%	25,000.00	17,740.25	70.1	\$25,000.00	\$13,186.25	52.7
FCFC	\$12,000.00	\$4,222.00	35	\$85,000.00	\$46,661.00	54.9	\$85,000.00	\$43,954.88	51.7
Firelands	\$1,141,528.71	\$673,508.02	59	\$1,261,508.67	\$819,852.10	65	\$1,235,514.58	\$222,580.01	18
FLC	\$250,694.00	\$50,628.73	20.2	\$119,681.80	\$115,351.94	96.4	\$306,524.38	\$47,195.65	15.4
FLC/NEDC DFCA	\$65,420.00	\$34,069.61	52	\$101,750.00	\$69,639.11	72	\$86,706.00		
HCJC	\$71,167.00	\$71,167.00	100	\$32,026.00	\$32,026.00	100	\$30,646.43	\$30,646.43	100
House of Hope	\$50,000.00	\$37,592.64	75.2	\$71,617.00	\$34,935.90	48.8	\$104,097.00	\$20,441.88	19.6
Let's Get Real				\$35,708.00	\$28,348.94	79.4	\$207,421.96	\$51,415.00	24.8
LOSS				\$16,212.66	\$3,585.00	22.1			
Miriam House	\$45,000.00	\$23,035.91	51.2	\$70,000.00	\$42,624.91	60.9	\$45,000.00	\$19,653.62	43.6
NAMI				\$3,120.00	\$1,261.00	40.4	\$9,360.00	\$3,185.00	34
Norwalk Police Dept				\$3,000.00	\$3,000.00	100	\$3,000.00	\$3,000.00	100
OhioGuidestone							\$19,998.00	\$0.00	0
Oriana House				\$339,128.00	\$255,155.81	75.2	\$376,005.69	\$243,363.70	64.7
Reach Our Youth				\$40,000.00	\$39,319.24	98.3	\$40,000.00	\$16,667.14	41.7
Services for Aging	\$20,516.00	\$17,824.56	86.9	\$20,516.00	\$5,271.00	25.7	\$20,516.00	\$0.00	0
totals:	\$1,681,325.71	\$915,898.47	0.544748	\$2,224,268.13	\$1,514,772.20	68.1	\$2,594,790.04	\$715,289.56	27.6

Attachment VI

MLB Grant Overview

Healthy Relationships Community Grants

Up to \$50,000.00 award

Due Date: June 1st, 2021

Major League Baseball and the Major League Baseball Players Association are launching the Healthy Relationships Community Grants initiative to address positive relationship health, with self and others. The initiative will focus on three distinct areas: supporting programs that build and improve mental health resiliency among vulnerable populations, improving relationship skills of the next generation, as well as programs designed to strengthen and provide critical services to survivors of domestic violence today.

Healthy Relationships Community Grants - Key Areas

Organizations may apply for funding in one or more of the following categories: Mental Health Resiliency, Relationship Skills, and Survivors of Domestic Violence. Funds may be used to support general operating or programmatic expenses, that aim to:

Build and improve relationship skills of the next generation as a prevention strategy. Organizational efforts may include, but are not limited to, the following:

- Educate the public (with a preference for youth populations) on the difference between healthy and unhealthy relationships as it relates to inter-personal violence (e.g., intimate partner, family, or teen dating violence) as part of prevention and awareness efforts (e.g., Create, produce, and distribute PSAs with relevant content and call to action, Conference/events with a focus on education)
- Support existing or introduce new programming on how to break the cycle of violence

Build and improve mental health resiliency for vulnerable populations. Organizational efforts may include, but are not limited to, the following:

- Provide greater access to quality mental health services and wellness programs
- Preventative programs designed to reduce suicide, suicidal ideations, and self-harm
- Training programs for mental health professionals working with vulnerable populations
- School or community-based interventions for vulnerable populations