

Program Committee Meeting

Meeting date: Monday, February 8, 2021

Meeting time: 5:00pm – 6:12pm

Meeting location:

<https://us02web.zoom.us/j/85427530275>

Meeting ID: 854 2753 0275

Passcode: 353482

Dial by phone: 1 (929) 205 6099, Meeting ID: 854 2753 0275, Passcode: 353482

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

Board Staff Present:

X	Kristen Cardone, Executive Director	X	Ashley Morrow, Administrative Assistant
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Community Members Present: Laura M. Wheeler

Unfinished business/updates:

- Ms. Cardone shared an overview of Governance Committee meeting. For details please see Governance Committee meeting minutes on the Board's website.
- SOR Training funding
 - Ms. Cardone shared last month the funds for the DBT (Dialectical Behavioral Therapy) training were approved using SOR funds, in the amount of \$110,000.00, however, there will be additional costs associated with the creation of this training due to the new format and adding the opportunity for CEU's. For these reasons, Ms. Cardone shared that the total amount needed to fund this training is \$120,000.00 and therefore, a motion will be needed to approve the additional \$10,000.00 in funding. The committee did not have any questions or concerns and this motion will continue to the Finance Committee.
 - Ms. Cardone shared that due to changes in the plans for the State Opioid Response (SOR) funds, there are remaining funds that can be utilized for other programs or services. Ms. Cardone shared that through previous discussions in committee meetings regarding this funding, a drug free workplace training was agreed upon, however, when the SOR 2.0 application was submitted that program was initially cut due to not receiving all of the funding the Board requested. Ms. Cardone stated that now \$34,000.00 is remaining from the SOR funds and Ms. Cardone asked Committee members their thoughts on use those remaining funds to fund the drug free workplace training for NEDC (Norwalk Economic Development Corporation) and HCDC (Huron County Development Council).

- Ms. Lenora Minor stated it is a good idea, however, it would be beneficial to reach out to Willard Economic Development as well to see if they could utilize any of the funds. Ms. Cardone agreed and will reach out to Willard to see if there is any interest.
 - Committee members agreed on an even split of funds between the organizations who agree to be involved.
 - A motion will be added to the February Board meeting to approve.
- Zoom update
 - Ms. Cardone shared that in order to allow the public to attend Board meetings the Board could purchase and enable a webinar option which will cost \$400.00 annually. Ms. Cardone shared she feels it is the safest option.
 - Ms. Hernandez suggested doing a live version on Facebook and YouTube as another option where the community can view the meeting and still comment or call in to participate.
 - Ms. Cardone stated she will work on these options and find the best way that the public can attend and participate in the next Board meeting.
- Public Records Request update
 - As requested by Board members, Ms. Cardone shared a breakdown of the hours Board staff spent on the public records request and the amount of funds used.
 - Ashley Morrow: 75.5 hours (second public records request)
 - Kristen Cardone: 60 hours (first public records request), 27.75 hours (second public records request)
 - Ms. Cardone shared that these hours do not include meetings and discussions regarding the request.
 - Total expense on hours spent, not including benefits: \$5,219.77.
 - Ms. Minor asked if there is a way for the Board's legal representative, Mr. Randal Strickler, to discuss with the legal counsel of those submitting the public records request regarding what they are looking for so that this process doesn't take so long in the future.
 - Dr. Mike White stated that the state policy regarding public records request does restrict overly broad requests.
 - Ms. Cardone suggested perhaps having a meeting with Mr. Strickler and Board members to discuss the policy and any questions surrounding the procedures of public records request.
 - Ms. Cardone will update Board members with any updates in the future.
- FY22 RFPs
 - Ms. Cardone shared that RFP's (Request For Proposals) will be sent out next week and they are due back at the end of March 2021. Current contracted agencies will be sent an RFP and Ms. Cardone will post the RFP publicly on Facebook, the Board's website, and in the newspaper.
- FY21 120 Day Notice
 - Ms. Cardone shared that the 120 Day Notices that are required by law, will be sent out in February 2021.
- Meeting with Commissioner Boose
 - Ms. Cardone shared that she recently met with Commissioner Terry Boose to discuss some of his concerns and she stated it was a very productive conversation. One concern Mr. Boose expressed was that the Board continues to fund the same organizations each year. Another concern was he sees the SOR funding as an opportunity to expand to other agencies however the Board tends to give the funds to the same agencies. In addition, Mr. Boose was frustrated with the lack of funding for local organizations, the need for recovery housing, the need for a peer recovery community center, as well as the amount of money the Board has in levy reserves.
 - Ms. Cardone understood and acknowledged all of the expressed concerns. Ms. Cardone shared with Mr. Boose that SOR funds are federal funds that are distributed once and they are not suitable for projects or services that are not self-sustainable after the award period ends as the Board does not have funding to continue to support over \$400,000.00 of new projects. SOR

funds also come with a lot of restrictions and requirements due to being federal funding and many agencies are unable to comply with all of those requirements due to the heavy administrative burden these requirements place on an agency. As far as funding local organizations, Ms. Cardone recognized that the Board's three main contracted treatment providers are based out of county, however, Ms. Cardone shared that although their main offices aren't in Huron County, these agencies do employ many local residents. Ms. Cardone informed Mr. Boose that the Board is aware of the need for increased recovery housing and in process of seeking funds to expand it. The state recently was approved for capital funds and the Board has sent in an application for funds to expand recovery housing in Huron County. Ms. Cardone also explained how the Board manages their levy reserves. Ms. Cardone shared the policy the Board currently has in place for utilizing levy reserves. In addition, Ms. Cardone informed Mr. Boose that the Board currently is contracting for \$500,000.00 more annually than what is being brought it and it was agreed that this is not sustainable long term. Ms. Cardone will continue to meet each month with Mr. Boose and will also send a monthly report to the commissioners so that they are consistently informed of what is going on in the community for mental health and addiction and how funds are being spent.

- Agency Updates
 - Ms. Cardone shared that Let's Get Real is looking into starting a Create Recovery group. This will include artistic expression opportunities, adding more pro social activities in addition to addiction support meetings.
 - Ms. Cardone shared that a lot of work is being done at the Family and Children First Council (FCFC) and prevention is really progressing. The Prevention Coalition is expanding and has created multiple committees to focus on the various areas of prevention. Ms. Cardone added that this prevention effort started from the ground but is making lots of progress.

Discussion Items:

- County IT Person
 - Ms. Cardone shared the county hired an IT person and the Huron County Commissioner's recently held a meeting to discuss the services available to county organizations. The IT person is free to anyone under the general fund, however, the Board is not under the general fund. Ms. Cardone stated that the Board could use the county's IT person but currently the Board already has their own IT person. Ms. Cardone will look further into the difference in cost and update committee members.
- Committee Chair
 - Ms. Amber Boldman volunteered to take the position of Committee Chair for the Program Committee.
- Youth Resiliency Capital Project (Attachment I)
 - Ms. Cardone shared that the state has approved additional capital funds. Ms. Cardone stated that the Board's original applications for capital funds were for a peer walk in center and recovery housing. Ms. Cardone shared that the Board withdrew their application for the peer walk in center because the Board contracted with Let's Get Real for these services and they are now in place, however, the Board's recovery housing project was resubmitted for consideration.
 - The state released a second stream of capital funds to be utilized for a youth resiliency project. This project can include a wide range of activities that build youth resiliency such as a recreation center, peer center, prevention, mentor center, etc. About a year ago, there were discussions surrounding starting a Boys and Girls club in Huron County. There were difficulties with location and costs related to renovations, however, it is still identified as a need. Ms. Cardone shared that the funding available is up to \$500,000.00 and the Board is required to do a 25% match. Ms. Cardone shared that the goal of the Boys and Girls club was to start in one location

in the county and then expand. The Governance committee suggested starting it in a location other than Norwalk. Willard currently has the Hope Center so there were discussions about potentially starting it in New London. Ms. Cardone shared that this would be a pilot project with the hope of expanding to surrounding towns. The idea of using the Boys and Girls Club is not yet decided due to the high annual expense to operate the program. Ms. Cardone stated the possibility of utilizing local organizations to operate the center and provide programming.

- Dr. White stated it is a great idea and Ms. Minor agreed and liked the idea of starting in New London.
 - Dr. White suggested the possibility of using the National Police Athletic League where police officers volunteer to help operate and run local programs. The committee agreed this would help the community and reduce stigma. Ms. Minor suggested the possibility of using coaches as well who are not coaching due to off season to volunteer.
 - Ms. Minor asked if a location has been identified or if it would be possible to rent a location. Ms. Cardone stated that there is no set location but will confirm with the state if rent is possible as then the Board would only submit for renovations. Ms. Minor suggested renting a place such as the school that already has things in place such as basketball courts and other rooms and then maintenance and renovations would be minimal.
 - Ms. Boldman asked about transportation for kids outside the location of the youth center. Ms. Cardone stated that is a conversation that will need to be had. Ms. Minor shared that funds could possibly be used to pay the school for the operation of an afterschool program.
 - Ms. Cardone will reach out to the state and see what is possible, how funding can be used, and identify any restrictions.
 - Ms. Cardone confirmed with the state that the funds are only able to be utilized on a building that is owned by the applicant and cannot be used on locations that are being rented.
 - Ms. Minor suggested reaching out to Wakeman and see if they are interested as they are currently renovating their parks. Ms. Minor added that the Fyre program and ROY would benefit greatly by coordinating the services and utilizing multiple streams of funding. Ms. Cardone agreed and said that this is also an opportunity to add additional prevention programs that do not add an additional burden on the schools.
 - This topic will be sent to the Finance Committee for approval.
- Use of Innovation for Integrated Behavioral Health Systems
 - Ms. Cardone shared that an opportunity came through recently from the state called “Use of Innovation for Integrated Behavioral Health System of Care. The goal is to fund organizations for web applications, technology, etc. to improve the quality of care for clients with co-occurring disorders that are being served. Ms. Cardone reached out to Department of Job and Family Services (DJFS) and the Huron County Jail to find out if these funds would be beneficial for their organizations. Ms. Cardone shared that no match is needed for this funding and proposals due by Feb 26th.
 - Ms. Minor asked Ms. Cardone to reach out to EHOVE to see if they are interested.
 - Dr. White asked if the jail was interested in this technology and Ms. Cardone stated they are very willing to help with any need’s inmates have in the jail.
 - Ms. Minor added DJFS is working with the jail and inmates to ensure they have employment when they leave the jail and will be implementing a program to provide wraparound services regardless of diagnosis.
 - Committee members were in support of applying for this funding.
 - Meet MHAS section in Newsletters.
 - Ms. Cardone shared she will send out an email asking for a picture and brief bio from each Board member.

- Q&A
 - No questions or concerns from committee members.

Attachment I

Community Resiliency Project Work Sheet Ohio Mental Health & Addiction Services (OhioMHAS)

1. ADAMHS Board Name:

2. Board Contact Person

E-Mail

Phone

3. Applicant (proposed owner of property) Name:

4. Applicant Contact Person

E-Mail

Phone

5. Type of project (check all that apply):

- Program Space: Recreation Center
- Peer Recovery Center
- Program Space: Drop-In Center
- Program Space: Prevention
- Program Space: Mentorship
- Program Space: Career Exploration
- Program Space: Behavioral Health Treatment
- Other _____
- Other _____

6. Demographic to be served:

- Middle School Students
- High School Students
- Other _____

7. Project Description:

- New Construction
- Purchase/Renovation
- Addition to Existing
- Renovation only
- Purchase only

Estimated Project Cost:

Purchase Cost	\$
Construction	\$
Equip./Furnish	\$
Architect	\$
Project Fees	\$
Miscellaneous	\$
 Total Cost	 \$

8. Funding for Capital Project:

a. OhioMHAS Assistance Required (up to 75% of total cost up to a maximum of \$500,000) \$

b. Amount of Non-OhioMHAS Funds (minimum of 25% of total cost): \$

c. Source of Non-OMHAS Funds: select all that apply

- Community Organization - Amount
- Community Foundation - Amount
- Applicant Contribution - Amount
- Local Government Funds - Amount
- Other: _____ - Amount

9. Has Capital match funding already been awarded? Yes No

Describe status of local matching funds. If funds have already been awarded, please indicate the award date.

10. Operating Funds:

a. Annual Total Operating Costs: \$

b. Source(s) of Operating funds: select all that apply

- Community Contributions
- Revenue from Services
- County/Local Government Funds
- Other (describe):
- Other (describe):
- Other (describe):

11. How did youth, family members, providers, ADAMHS Board, and community partners participate in the planning of this project?

12. Proposed Project Partners:

13. Please provide a project development timeline that includes project start and estimated completion dates along with other significant milestones.

14. Provide description (no more than one page single spaced, at least font size 11) of the proposed Community Resiliency Capital Project. In addition to the type of project, the description should indicate the targeted population/sub-population (e.g., young persons with severe mental illness, young people who are homeless, young persons impacted by addiction, young people with criminal justice involvement, transition-aged youth, young people recovering from addiction), service/services to be provided, and should address the roles of key players to the project.

15. Date this Work Sheet was reviewed by ADAMHS Board Staff: _____/_____/_____

ADAMHS Staff Name: _____