



Richland County Mental Health & Recovery Services Board Meeting Minutes November 18, 2025

Present: Scott Arnold, Mike Donahue, Dr. Jay Haar, Dave Krenick, Susan Lehr, Jennifer Lemon, Lonnie McGhee, Jeff O'Brien, Crystal Shaffer, Bret Snavely, Brian White

Excused: Sherry Branham

Unexcused: Carla James

Staff Present: Carey Vogt, Angie Parker, Scott Basilone, Mike Sizemore

Guests:

CALL TO ORDER:

O'Brien called the meeting to order at 5:32 P.M.

Pledge of Allegiance

The November Board of Director's meeting was the final meeting for Treasurer Mike Donahue. Vogt recognized Donahue and thanked him for his service with the Board of Directors and presented him with a certificate of recognition. He plans to return to the Board of Directors in the future. Thank you Mike!

1. *Approval of Minutes – Jeff O'Brien

O'Brien called for a motion to approve the board meeting minutes of October 16th, 2025. Lemon motioned to approve, Lehr seconded the motion. O'Brien and McGhee abstained. There was no discussion. The motion carried.

2. *Monthly Payables – Jeff O'Brien

O'Brien called for a motion to approve the expenditures for the month of October 2025. Donahue motioned to approve, White seconded the motion. There were no abstentions or discussions. The motion carried.

3. Associate Director/CFO Report – Carey Vogt

- Cash Position - The beginning balance at the end of September 2025 was \$5,890,449.57. During October, a total revenue of \$988,913.55 was added. The total expenditures for this period were \$973,184.48, leaving the fund balance in our operating fund on 10/31/25 at \$5,906,178.64. This is an increase of \$15,729.07.

- *Revised SFY 2026 Budget – A revised SFY 2026 Contract Agency Budget consists of \$7,138,071.01, a Board Administration Budget of \$999,467.50 and a Board Monitored Community Operations and Housing Budget of \$2,621,353.28 for a total of \$10,758,891.79.

O'Brien called for a motion to approve the Revised SFY 2026 Budget. Donahue motioned to approve, McGhee seconded the motion. There were no abstentions and no discussion. The motion carried.

- SOS 4.0 Year 2 Grant – The SOS 4.0 Year 2 grant was awarded to the Board last Friday, which is very early based on previous years. The grant award amount is \$1,258,901.25. This was added to federal revenue. Vogt discussed grant allocation amounts by agency with the Board of Directors in detail.
- *2025 Calendar Year Budget Transfers – Vogt explained to the Board of Directors that there is need of revenue line transfers, but they are equal line transfers. These are transfers in the 200 MH Fund and the 520 Housing Fund. A motion is required for this. O'Brien called for a motion to approve the 2025 Calendar Year Budget transfers. Lehr motioned to approve, Donahue seconded the motion. There were no abstentions and no discussion. The motion carried.
- Other Updates - We are waiting on 2 outstanding invoices for the Capital Project upstairs. Once those are received, the grant should be complete, and we can submit for the final reimbursement from the State. A Finance Committee meeting will be scheduled in January or February 2026. The County Auditor's Office is closing around the middle of December. Much due congratulations to everyone who worked so hard on the levy! We thank you very much!

4. **Director of Information Technology** – Angie Parker

There is nothing to report currently. Please ask questions if you have any.

5. **Program Director's Report**- Scott Basilone

- Danielle's Lighthouse Ribbon Cutting -

The ribbon cutting for Danielle's Lighthouse was earlier this afternoon. It was very well attended. It will be a residential house for adults stepping down from a hospital setting and will be used as a transition support back into the community. Dr. Haar asked Basilone if there were any other houses like this in the state currently. Basilone mentioned that there are a few, but not many. Richland County is one of the few in the state with a house like this. Jeff and Donna Heck worked closely with NAMI Ohio to provide additions to the house and its property. NAMI Ohio donated \$15,000 to beautify the property. A wall mural and artwork by Danielle's sister were donated hang in the facility. The Ohio Department of Behavioral Health still has to do a final walkthrough along with further training by Coleman Health Services prior to officially opening.

6. ***Executive Director's Report** – Carey Vogt for Sherry Branham

- *Clinical Audits – Director Branham has been working with the Lake County ADAMH Board and Lake County has agreed to perform required clinical records audits for agencies contracted with the Board. A Business Associate Agreement has been created for this to allow Lake County to do these audits. The Executive Director for Lake County confirmed that they are not charging for staff time but the Board will need to cover expenses. If approved, costs for this would be paid from the Director's discretionary fund and a goal for the audit completion is within the second half of SFY 2026.

Donahue motioned to approve the Clinical Audit agreement, White seconded the motion. Lehr commented to ensure the quality of the audit taken. There were no abstentions. The motion carried.

- Culture of Quality Reaccreditation – The Association of County Behavioral Health Authorities (OACBHA) has agreed to delay our scheduled Culture of Quality (COQ) reaccreditation. The last accreditation was done 3 years ago, and it is time to get reaccredited.

7. **President's Report** – Jeff O'Brien

- Executive Committee Meeting – Board of Director's By-Laws – The next Executive Committee meeting is scheduled for January 15th. Please speak with O'Brien if you are interested in serving on the Executive Committee.

8. **Old Business** –

- The Board Meeting starting time was requested to be discussed. After discussion with the Board of Directors it did not appear that an earlier meeting time would work for everyone. The Board of Directors intends to work on the length of the meetings, however.
- The Strategic Plan is in the process of being moved to a new template along with new tasks and assignments. A Strategic Plan Committee meeting is due to be scheduled. Krenick asked who the chair of the Strategic Planning Committee was, and it was determined they would make that decision during their first meeting.

9. **New Business** –

- Lehr mentioned that the Board of Directors will need a replacement for Treasurer. This will involve an open vote for a nomination according to By-Laws. If anyone is interested in serving as Treasurer, please let the Board of Directors know.
- There is a Personnel Committee meeting scheduled for Wednesday December 3rd at 2:00 PM. The Personnel Committee meeting is to review Performance Evaluation, Contracts, and Personnel Policies and Procedures.

10. **Future Agenda Items** – None discussed

11. ***Adjournment** – O'Brien called for a motion to adjourn. Donahue made a motion to adjourn, Dr. Haar seconded the motion. There were no abstentions and no discussion. The motion carried and the meeting adjourned at 6:49 PM.

ATTESTED BY:


Jeff O'Brien, Chair


Carla James, Secretary