

**317 Board**  
*Alcohol, Drug Addiction, and Mental Health Services Board*

**Athens-Hocking-Vinton 317 Board Meeting Minutes**

**April 28, 2025**

**Meeting Was Held In-Person and Virtual**

**Present:** Heather Batin, Chair, Jayne Darling, Dr. Tom Davis, Ralph Evans, Rhea Hopstetter, Dr. Ron Luce, Robert Orth, Dr. Anne Sessums-Rubin, Dumitru Sabaiduc, Shei Sanchez, Dr. Wenda Sheard, and Jacqueline Stobbs

**Absent:** Tonya Bowden, JoAnna Carter, Maeve Gallagher, Patricia Robinette, and Robert Salizzoni

**Guests:** None

**Virtual:** Ellen Martin, HRS, Dr. Sherry Shamblin, HHC, and Steve Thomas, TASC

**Staff:** Amanda Conrath, Svea Maxwell, Marissa McDaid, Beth Mohammed, Andrea Pierson, Board Intern, Diane Pfaff, Kim Robinson, Kim Crum and Sherri Tyree

Dr. Davis expressed his appreciation to other board members for their involvement in the strategic planning day and said it was one of the best planning processes in his experience.

Ms. Batin called the meeting to order at 6:08 p.m.

**I. Adoption of Agenda**

**25:04:65**

Dr. Luce moved to approve the agenda; Dr. Sheard seconded. The motion was unanimously approved.

**II. Approval of Minutes**

**25-04:66**

Ms. Darling moved to approve the March 24, 2025 board meeting minutes with the following corrections: Dr. Sheard stated she did not vote for the following as there was no option for abstentions: Approval of Board Meeting Agenda, Approval of the January 27, 2025 board meeting minutes, Resolution 25-03-26, Resolution 25-03-27, Board Motion 25:03:59, Board Motion 25:03:60, Resolution 25-03-28; Mr. Orth seconded. The motion was unanimously approved.

**III. Public Comment**

No Public Comment

**IV. Agency Updates**

**1. Dr. Sherry Shamblin, Hopewell Health Centers (HHC)**

Dr. Shamblin reported they are preparing for their Joint Commission review, Ohio Mental Health and Addiction services certification, and should have all their child services in one building by September.



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**2. Ellen Martin, Health Recovery Services (HRS)**

Ms. Martin reported they are preparing for their CARF Accreditation visit which is May 19<sup>th</sup>, 20<sup>th</sup>, and 21<sup>st</sup>.

**3. Chris MacNeal, Southeast Ohio Hope Center (SEOHC)**

Mr. MacNeal discussed their Hocking and Vinton County projects; a Town Hall meeting in Vinton County with NAMI Athens which included stakeholders, agencies and community members.

**4. Stephen Thomas, TASC of Southeast Ohio (TASC)**

Mr. Thomas reported on staff training and their activity related to CARF accreditation.

**V. Staff Updates**

**1. Kim Crum, Community Services Manager**

Ms. Crum discussed the Community Reinforcement and Family Training (CRAFT) that was held at the Board office on April 16<sup>th</sup> which is a training for family members who have someone close to them with a substance use disorder; trainings are being planned for Hocking and Vinton counties.

**2. Amanda Conrath, Fiscal Director**

Ms. Conrath reported on the following:

- The audit entrance conference was held on April 9<sup>th</sup> and thanked the members that attended. She said the auditors have been onsite for two weeks and work is progressing.
- Reminded members to complete the Fraud Questionnaire.
- Reviewed State Opioid and Stimulant Response (SOS) expenditures to date.

**3. Marissa McDaid, Public Affairs Manager**

Ms. McDaid reported on the following:

- A grant from the Ohio Association of County Behavioral Health Authorities (OACBHA) was used to purchase billboards promoting 988 in Athens, Hocking, and Vinton Counties.
- The Board's 2024 Annual Report.

**4. Svea Maxwell, Deputy Director**

AEP was working on a line behind the Board office and damaged the parking lot from driving large trucks on it for two months. They will pay for repairs and begin those on April 29<sup>th</sup>.

Dr. Sessums-Rubin asked about the Hocking County Grants that were included in the Staff Updates. Ms. Pfaff explained that staff met with Athens Photographic Project (APP), Health Recovery Services (HRS), and the Hocking Hills Inspire Shelter (HHIS) to review progress to date. HRS's grant is on schedule and will be completed in June; APP and HHIS are still progressing with their grant activities.

## **VI. Executive Director Report**

Ms. Pfaff reported on the following:

- The House passed the proposed budget and now it goes to the Senate. She discussed concerns about proposed changes to Medicaid which would create barriers to treatment access for county residents. Ms. Stobbs said she read a report that 800,000 people statewide are covered by the expansion. Ms. Pfaff also said she had met with the Osteopathic Heritage Foundation (OHF) staff regarding the next partnership to have contingency funding available in case there are cuts to our system. The board has had a partnership with OHF in the past in which each organization adds a specific amount of funding to address shared priorities. The board has unallocated funds that could be used for the partnership.
- Lease agreement update with Adam Amanda House/Respite. The current agreement dates back to Tri-County Mental Health and Counseling Services and is out of date. A draft, based upon the agreement with the Clem House, has been shared with HHC who is in agreement with the changes. Cheri Gall has reviewed the agreement and made suggestions. The agreement makes HHC responsible for all of the interior of the building and the Board responsible for the exterior of the building. Dr. Luce asked about electric lines or water lines and damage to the building caused by clients or staff. Ms. Pfaff said she appreciated all the feedback and will review the suggestions and questions.
- Ms. Pfaff announced a Hocking County board member will be needed as Ms. Stobbs's term will be up on June 30<sup>th</sup>; she has served two terms which is very appreciated. Ms. Pfaff reported she has identified someone who is interested. Ms. Stobbs said she knows of someone who might be interested; and Dr. Sheard recommended Alex Adams who is the Hocking County Probate Court Administrator. Ms. Hopstetter asked if Mr. Salizzoni had been in contact. Ms. Pfaff said no, and that he might be relieved to give up his seat if a replacement is found.

## **VII. Executive Committee Report**

**25-04:67**

### **Financials.**

Ms. Conrath said the Executive Committee reviewed the financials. Ms. Conrath said there are two different versions of the reports, one old and one new and in July the new version will be used. Dr. Luce moved that the SFY 2025 January, February, and March 2025, financial reports be accepted as submitted and filed for audit; Ms. Stobbs seconded. The motion was approved with one abstention. Mr. Orth asked if the financials were being done monthly, Ms. Pfaff said they are reviewed internally every month and they are brought to the board quarterly.

## **VIII. Old Business**

**25-04:68**

### **The Woods at Dairy Lane**

1. Ms. Maxwell and Ms. Pfaff presented a PowerPoint presentation regarding the Woods on Dairy Lane project. Ms. Pfaff said the predevelopment steps include a schematic design and a grant writer for the Federal Home Loan Bank (FHLB) and that they have two grant writers that are viable options. She said she has spoken with others who have had this type of project and they recommend a consultant to assist with the details because staff do not have the required expertise. Ms. Pfaff requested approval to enter into contracts for schematic design, a grant writer for FHLB and a developer consultant.

Dr. Sheard moved to approve the executive director to enter into contracts with BDT for up to \$12, 500 for schematic design services, a grant writer up to \$10,000, and up to \$25,000 for a developer; Dr. Luce seconded. The motion was unanimously approved.

**2. Strategic Planning Retreat**

Ms. Pfaff thanked the board members for their participation in the retreat and said there will be a section on the board member page on the website for updates. There will be a draft Mission, Vision, and Values statement soon for the members' consideration.

**IX.**

**New Business**

**1. Executive Director Evaluation**

**25-04:69**

Ms. Batin called for a motion to go into Executive Session to discuss the executive director's compensation based on the board members, staff, and agencies surveys. Ms. Sanchez moved to go into executive session; Mr. Sabaiduc seconded, a roll call vote was taken with the following results: Ms. Batin, Yes, Ms. Darling, Yes, Dr. Davis, Yes, Mr. Evans, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Dr. Sessums-Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes, and Ms. Stobbs, Yes. The motion was unanimously approved. Executive Session began at 7:11 and ended at 7:34.

**25-04:70**

Ms. Hopstetter moved to approve a 1.4% salary increase for the executive director retroactive to January 1, 2025; Mr. Sabaiduc seconded. The motion passed with one abstention. Ms. Stobbs asked for clarification on when the state-level salary surveys would be updated. Dr. Davis said the data comes from the Board Association and Ms. Pfaff stated it will be updated this May or June.

**2. Nominating Committee**

Ms. Batin explained the Chair-Elect nomination process which includes the current Chair nominating a committee to select the next year's Chair Elect. Ms. Batin appointed Dr. Davis to chair the committee, Ms. Sanchez, Dr. Luce, and Mr. Sabaiduc all accepted the appointment.

**3. Governance-Virtual Meeting Policy**

**25:04:71**

Ms. Pfaff reviewed the policy requirements. Dr. Sheard questioned the 48 hour notice and Ms. Pfaff explained the 48 hour notice is in the law and reviewed the definition of "emergency" in the policy. Dr. Davis moved to approved the Virtual Meeting Policy; Ms. Sanchez seconded. The motion was unanimously approved.

**4. Personnel Policy Workers Compensation Policy Revision**

**25:04:72**

Ms. Pfaff said the County has a new Workers Compensation Policy and the Board personnel policy has been revised to reflect those changes. Dr. Sheard moved to approve the revision to the Personnel Policy Workers Compensation policy; Mr. Sabaiduc seconded. The motion was unanimously approved.

**5. SFY State 2025 Budget Amendment**

**25:04:73**

**Resolution 25-04-29**

Ms. Conrath explained the budget amendment resolution. Mr. Orth asked about the \$50,000 for Addiction Treatment Program and the reason there are no expenditures. Ms. Conrath explained that the page in reference is for revenues and because it was carry-over there would be no more payments to the Board in SFY 2025. Dr. Luce moved to approve Resolution 25-04-29 SFY State 2025 Budget Amendment; Mr. Sabaiduc seconded. The motion was unanimously approved.

**6. TBD Solutions Contract Approval**

**25:04:74**

Ms. Pfaff requested approval to enter into a contract with TBD Solutions for services for a federal grant received for Behavioral Health Disaster planning. Ms. Maxwell explained there is a 9-month grant period for \$56,000 with the budget being \$55,000 for TBD Solutions and \$1,000 for HHC for staff time. The grant includes funding to facilitate a needs assessment and gap analysis for Athens, Hocking, and Vinton counties to update and enhance the county preparedness plan with regards to behavioral health. Ms. Maxwell explained the process of soliciting and interviewing three different consultants in partnership with local stakeholders before making the decision. Ms. Stobbs moved to approve the executive director to enter into a contract with TBD Solution's consultant for the Behavioral Health Disaster Planning grant; Mr. Sabaiduc seconded. The motion was unanimously approved.

**7. Appropriation Increase**

**25:04:75**

**Resolution 25-04-30**

Ms. Conrath explained the appropriation is for expenses at the SAMI Housing apartments. Ms. Stobbs moved to approve the appropriation increase; Ms. Sanchez seconded. The motion was unanimously approved.

**X. Adjournment**

**25:04:76**

Ms. Stobbs moved to adjourn the meeting; Mr. Sabaiduc seconded. The motion was unanimously approved. The meeting adjourned at 7:54 p.m.

Submitted by:

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Diane Pfaff  
Executive Director

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Heather Batin  
Chair