

## Athens-Hocking-Vinton 317 Board Meeting Minutes

February 2, 2026

### Meeting Was Held In-Person and Virtual

- Members Present:** Rhea Hopstetter, Chair, JoAnna Carter, Dr. Tom Davis, Dr. Ron Luce, Robert Orth, and Anne Rubin
- Members Virtual:** Maeve Gallagher, Dimitru Sabaiduc, Shei Sanchez, and Dr. Wenda Sheard
- Members Absent:** Heather Batin, Tonya Bowden, Patricia Robinette, and Robert Salizzoni
- Guests Present:** Nate Thomson, APP
- Guests Virtual:** Betsy Anderson, SG, Jordan Baily, OU Student, Kelly Madewell, MSP, Chris MacNeal, RC, Ellen Martin, HRS, and Tabitha Rippy, OU Student
- Staff Present:** Kim Crum, Svea Maxwell, Beth Mohammed, Diane Pfaff, Kim Robinson, Sherri Tyree, and Tisha Springer, Board COMCorps member volunteer

Ms. Hopstetter called the meeting to order at 6:00 p.m. and announced a Consent Agenda would be used due to board members attending virtually.

**I. Adoption of Consent Agenda Items: Agenda and Minutes**

**26:02:33**

Ms. Carter moved to approve the agenda and November 24, 2025 minutes; Mr. Orth seconded.

The motion was unanimously approved.

**II. Public Comment**

There was no Public Comment.

**III. Agency Updates**

**1. Ellen Martin, Health Recovery Services**

Ms. Martin reported that weather conditions caused disruptions to services, including canceled appointments and limited access to medication. She also discussed receiving notice of the cancellation of \$2 billion in SAMHSA funding to their organization, however the notice was rescinded the next day.

**2. Betsy Anderson, Serenity Grove**

Ms. Anderson reported that Serenity Grove currently has six residents, with two additional residents expected to join to put them at capacity. She noted that the organization is in the process of obtaining its Ohio Recovery Housing recertification. Ms. Anderson also mentioned that a peer support staff member will be leaving, and the organization plans to hire a replacement.

3. **Nate Thomson, Athens Photographic Project**

Mr. Thomson distributed a handout detailing the Hocking-Vinton expansion and transition project. He explained that community assessments have been conducted, highlighting the broader peer support needs in each county. He also reported that in Athens, the peer recovery workforce and expanded studio programs are expanding based upon what participants want to see in the program.

4. **Chris MacNeal, Recovery Connections of Southeast Ohio**

Mr. MacNeal provided an update on the organization's financials and noted ongoing efforts to research and diversify funding sources. He reported that on February 14th, they will host a "Love and All Connections" event in Vinton County. He reported on continued collaboration and partnerships in each of the counties.

IV. **Staff Updates**

1. **Sherri Tyree, Quality and Planning Director**

Ms. Tyree reported that the Board is revamping its outcomes reporting, with a new platform that allows for more efficient reporting to the Board.

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

Ms. Crum reported that the Board has signed a contract with Mikeal Van Cleave to serve as a guardian for persons with serious mental illness who need this service.

3. **Tish Springer, COMCorps Volunteer**

Ms. Springer reported that the organization received a 988 grant from the Ohio Association of County Behavioral Health Authorities (OACBHA). The grant will fund the placement of 988 informational materials on buses in Athens and Hocking Counties.

4. **Svea Maxwell, Deputy Director**

Ms. Maxwell reported that Athens County is newly requiring all employees that handled funds to complete the Auditor of State online Fraud and Spearfishing training. Board staff completed the training in December. She also said Ms. Conrath has created a two-step process to prevent fraud when a vendor requests a change to mailing address or contact information. Vendors will need to complete a form, and Board staff will verify through a separate phone call, with the original contact person/vendor. Ms. Maxwell briefly discussed the SOS funding report and the Board Assistance Review (BAR).

V. **Executive Director Report**

Ms. Pfaff reported that, in addition to the report posted on the Board's webpage, she had three updates to discuss. She began with the MODO Media communications audit, noting that she will be contracting with the firm to implement their recommendations. This approach is more cost-effective than hiring a staff member, as the firm has a team with diverse skill sets.

Ms. Pfaff also addressed the opening of a new recovery house in Athens and the number of concerns raised by neighbors. Board staff continue to forward these concerns to the Ohio Department of Behavioral Health (ODBH). She explained that staff are informing residents of the recovery house—even those from outside the Board's counties, such as Franklin County, that the Board can assist with any client rights or grievance issues. While the Board does not have a formal role in certification, Ms. Pfaff expressed to ODBH that she considers the complaints credible and believes an investigation is warranted. She also noted that the Board's attorney sent a cease-and-desist letter regarding the unauthorized use of the Board logo.

Finally, Ms. Pfaff reviewed the list of upcoming board meeting dates, emphasizing that the May meeting falls on Memorial Day and will be held on Tuesday. She also addressed whether the February 23rd meeting should be canceled; after discussion, it was tentatively decided to cancel that meeting unless urgent Board business arises.

## VI. Executive Committee Report

26:02:34

### Financials

1. Ms. Pfaff reported that the Executive Committee had reviewed the financials and recommended their approval. Ms. Rubin inquired whether any issues discussed in the committee meeting required the Board's attention. Ms. Pfaff provided clarification regarding payments that had been processed. Ms. Hopstetter noted that one report indicated "No Vendor Invoice Found" for a payment. Ms. Pfaff explained that this notation appears in the Munis system and stated that she would ask Ms. Conrath to provide an explanation to the Board upon her return.

Mr. Orth asked whether financial reports could be reviewed monthly instead of quarterly. Ms. Pfaff responded that the bylaws require quarterly review but indicated she would discuss the request further with Ms. Conrath. Dr. Luce then moved to accept the SFY 2026 October, November, and December financial reports as presented, and to submit them for audit. Ms. Carter seconded the motion. A roll call vote was conducted: Ms. Carter, Yes; Dr. Davis, Yes; Ms. Gallagher, Yes; Ms. Hopstetter, Yes; Dr. Luce, Yes; Mr. Orth, Yes; Ms. Rubin, Yes; Mr. Sabaiduc, Yes; Ms. Sanchez, Yes; and Dr. Sheard, Yes. The motion was unanimously approved.

### 2. Policies

Ms. Pfaff reviewed the following proposed Board Fiscal Policies:

#### A. **Policy F1-Internal Controls**

Assuring safeguards for federal funding relating to 2.CFR. Part 200 and will apply the policy to all funding under the Board.

#### B. **Policy F2-Sub-Recipient Monitoring**

Monitoring of programs and financial activities of its sub-recipients throughout the award lifecycle.

#### C. **Policy F3-Fiscal Procurement**

Provide a uniform Board procurement policy that meets compliance with state and federal requirements.

Dr. Sheard asked for clarification regarding the term "the Board," questioning whether it referred to the board members or the employees of the Board. Ms. Pfaff explained that it refers collectively to both the board members and staff, and that once the board members approve the policies, they become the official policies under which the Board operates. Dr. Sheard also inquired about the Internal Controls Policy, specifically regarding the statement that the Board will establish and implement processes and asked when this would occur. Ms. Pfaff clarified that the board members approve the policy, while the staff is responsible for implementing the procedures outlined in the policy.

Ms. Hopstetter noted that the Executive Committee had discussed voting on the policies collectively rather than individually. Dr. Sheard asked if the Internal Controls Policy could be revised to specify that the employees of the Board will establish and implement the

processes. Ms. Sanchez inquired whether the policy language had been drafted by staff. Ms. Pfaff responded that the language was provided by a firm that works with ADAMH boards across the state on policy development. Ms. Hopstetter then asked if there were any concerns about passing the policies collectively. Dr. Luce moved to adopt the three policies, and Ms. Carter seconded. Dr. Davis raised the question of whether the policies should be voted on separately, given that two of them are federal requirements, and Ms. Rubin agreed. Ms. Hopstetter confirmed that the vote would be conducted separately. Dr. Luce noted that there was an existing motion and second that needed to be addressed. Ms. Sanchez then moved to rescind the previous motion to pass the policies collectively, and Ms. Gallagher seconded. A roll call vote was taken: Ms. Carter, Yes; Dr. Davis, Yes; Ms. Gallagher, Yes; Ms. Hopstetter, Yes; Dr. Luce, Yes; Mr. Orth, Yes; Ms. Rubin, Yes; Mr. Sabaiduc, Yes; Ms. Sanchez, Yes; and Dr. Sheard, Yes. The motion was unanimously approved.

The Policies roll call votes are as follows:

**Policy F1-Internal Controls**

**26:02:35**

Ms. Rubin moved to approved Policy F1-Internal Controls; Ms. Carter seconded. A roll call vote was taken with the following results:

Ms. Carter, Yes, Dr. Davis, Yes, Ms. Gallagher, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Ms. Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes. The motion was unanimously approved.

**Policy F2-Sub-Recipient Monitoring**

**26:02:36**

Ms. Rubin moved to approved Policy F2 Subrecipient Monitoring; Dr. Davis seconded. A rollcall vote was taken with the following results:

Ms. Carter, Yes, Dr. Davis, Yes, Ms. Gallagher, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Ms. Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes. The motion was unanimously approved.

**Policy F3-Fiscal Procurement**

**26:02:37**

Ms. Rubin moved to approve Policy F3 Fiscal Procurement; Ms. Carter seconded. A roll call vote was taken with the following results:

Ms. Carter, Yes, Dr. Davis, Yes, Ms. Gallagher, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Ms. Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes. The motion was unanimously approved.

**VII. Old Business**

**1. Woods at Dairy Lane**

Ms. Pfaff provided an update on staff preparation for a February 5<sup>th</sup> Ohio Housing Finance Agency (OHFA) application deadline. The required Phase 1 environmental review of the property, was completed with no findings. The January 8<sup>th</sup> Experience and Capacity review was completed. Board staff held meetings with six different firms; two were confirmed through the OHFA process, and one submitted a proposal to partner with the Board. Staff also worked with attorney David Mott on site control and zoning matters, and the Athens Planning Commission collaborated with staff to ensure all site control and zoning requirements would be addressed in time for the grant.

While all this progress was achieved, the development partner withdrew at the end because they did not have the capacity to own the property, develop it, and then sell it back to the Board. As a government entity, the Board was not eligible to lead on the application, nor could the Board sign agreements with OHFA funding which are awarded as a loan with interest. The Board's authority is limited to financing the acquisition of property and does not extend to constructing buildings. Ms. Pfaff indicated that, despite this setback, the Board has two million dollars committed to the project and can begin site preparation and construction of some units. Staff will meet with the architect and provide an update to the Board at a future meeting.

## VIII. New Business

### A. SFY 2026 Budget Amendment Resolution

26:02:38

#### Resolution 26-02-11

Ms. Pfaff explained the changes in the FY 2026 budget amendment resolution. Dr. Sheard moved to approved Resolution 26-02-11; Ms. Sanchez seconded. A roll call vote was taken with the following results:

Ms. Carter, Yes, Dr. Davis, Yes, Ms. Gallagher, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Ms. Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes. The motion was unanimously approved.

### B. Contract Authorization Resolution

26:02:39

#### Resolution 26-02-12

Ms. Pfaff explained the Authorization. After a brief discussion Ms. Carter moved to approve Resolution 26-02-12; Dr. Luce seconded. A roll call vote was taken with the following results:

Ms. Carter, Yes, Dr. Davis, Yes, Ms. Gallagher, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Ms. Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes. The motion was unanimously approved.

### C. 120 Day Contract Expiration Notice

26:02:40

#### Resolution 26-02-13

Ms. Pfaff explained the requirement to provide a 120-day notice to certified providers for any substantial changes to agency contracts. She noted that after this year, such notices would no longer be required. Ms. Pfaff reviewed the notice. Dr. Sheard moved to approve the resolution; Dr. Davis seconded. A roll call vote was taken with the following results:

Ms. Carter, Yes, Dr. Davis, Yes, Ms. Gallagher, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Ms. Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes. The motion was unanimously approved.

### D. CY 2026-2028 Community Plan

26:02:41

Ms. Tyree reviewed plan. Ms. Sanchez moved to approve the CY 2026-2028 Community Plan; Ms. Gallagher seconded. A roll call vote was taken with the following results:

Ms. Carter, Yes, Dr. Davis, Yes, Ms. Gallagher, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Ms. Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes. The motion was unanimously approved.

**E. Serenity Village-Target Population Change**

**26:02:42**

Ms. Pfaff discussed the Serenity Village apartments, which are affiliated with HUD Homeless Funding. Vacancies are filled by persons referred from the Region 17 prioritization list. Due to evictions over the past year, staff determined that the program is not adequately meeting the needs of current residents. Ms. Pfaff recommended moving away from the HUD program and partnering with My Sister's Place to make the apartments available for persons who have stayed at the shelter and need permanent housing. The HUD program had previously included rental assistance, which would no longer be available with this change. New residents would be placed on the Section 8 waiting list and, where possible, also receive a homeless voucher. In response to Dr. Davis's question regarding the origin of residents, Ms. Madewell reported that approximately 85–90% are from Athens, Hocking, and Vinton counties. Dr. Luce moved to approve the Serenity Village change in population; Dr. Sheard seconded. A roll call vote was taken with the following results:

Ms. Carter, Yes, Dr. Davis, Yes, Ms. Gallagher, Yes, Ms. Hopstetter, Yes, Dr. Luce, Yes, Mr. Orth, Yes, Ms. Rubin, Yes, Mr. Sabaiduc, Yes, Ms. Sanchez, Yes, Dr. Sheard, Yes. The motion was unanimously approved.

**XI. Other**

There was no other business to come before the Board.

**XIII. Adjournment**

The meeting adjourned at 7:36 p.m.

Submitted by:

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Diane Pfaff  
Executive Director

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Rhea Hopstetter  
Chair