

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

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

**March 23, 2026**

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

- Members Present:** Rhea Hopstetter, Chair, Tonya Bowden, Dr. Tom Davis, Dr. Ron Luce, Justin Maiden, Robert Orth, Anne Rubin, Dimitru Sabaiduc, and Dr. Wenda Sheard
- Members Virtual:** None
- Members Absent:** Heather Batin, JoAnna Carter, Maeve Gallagher, Patricia Robinette, Robert Salizzoni, and Shei Sanchez
- Guests Present:** Stephen Cooke, AETNA, OhioRISE, Dr. Chris Meyer, CH, Dan Stroh, CH, and Chelsey Young, CH
- Guests Virtual:** Betsy Anderson, SG, Nancy Dotson, HRS, Mateja Holter, MHS, Kelly Madewell, MSP, Chris MacNeal, RC, Dr. Sherry Shamblin, HHC, and Stephen Thomas, TASC
- Staff Present:** Amanda Conrath, Kim Crum, Svea Maxwell, Beth Mohammed, Diane Pfaff, Kim Robinson, Tisha Springer, Board COMCorps member volunteer, and Sherri Tyree,

Ms. Hopstetter called the meeting to order at 6:01 p.m.

**I. Adoption Agenda**

**26:03:43**

Dr. Luce moved to approve the agenda and February 2, 2026 minutes; Mr. Orth seconded. The motion was unanimously approved.

**II. Approval of Minutes**

**26:03:44**

Dr. Sheard moved to approve the February 2, 2026 meeting minutes; Dr. Davis seconded. The motion was unanimously approved.

**III. Public Comment**

Mr. Cooke introduced himself and said he is with ATNEA Managed Care OhioRISE.

**III. Agency Updates**

**1. Dr. Sherry Shamblin, Hopewell Health Centers**

Dr. Shamblin reported that operations at the Plains facility are going well. Their new pharmacy opened on March 1, 2026, and is available to the public. She also noted that patients in Athens, Hocking, and Vinton counties may access pharmacy delivery services through their local clinic, with limited home delivery options available.



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2. **Nancy Dotson, Health Recovery Services**

Ms. Dotson reported that the organization is currently working on its State Opioid Response (SOR) quarterly reports and developing a grant proposal related to fatherhood.

3. **Kelly Madewell, My Sister's Place**

Ms. Madewell shared information about an upcoming training in Hocking County with Dr. Jacqueline Campbell focused on domestic violence danger assessments. She noted that the training is open to all professionals who provide services to individuals impacted by domestic violence.

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

Mr. Thomas reported that the organization is initiating a new project in collaboration with the Hocking Municipal Court. Services will include providing substance use disorder (SUD) treatment to individuals incarcerated at the new 200-bed, all-female facility, formerly the Hocking Correctional Facility.

5. **Mateja Holter, Memorial Health Services**

Ms. Holter reported on a partnership with NAMI Athens through a grant program that provides peer supporter training via Hopewell Health Centers and Integrated Services for Behavioral Health. This initiative is intended to support patients who may benefit from additional family or peer support. She also noted that Memorial Health Services hosts students from the Osteopathic Heritage College of Medicine to provide exposure to behavioral health integration within medical care settings.

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

Mr. MacNeal provided an update on several initiatives, including a free legal aid project supported by volunteer attorneys and pre-law students. He reported that the organization has been hosting an information table at the HAPCAP Marketplace in Logan to share resources and services. He also briefly discussed the Love and All Connections event held in McArthur in February. Additionally, Recovery Connections participated in Mill Fest, where they hosted a harm reduction table, distributing over 400 bottles of water and 150 harm reduction kits in partnership with Health Promotions and Ohio University's Collegiate Recovery Community. The organization plans to participate in Palmer Fest in April.

7. **Betsy Anderson, Serenity Grove**

Ms. Anderson reported that Serenity Grove successfully completed its Ohio Recovery Housing certification review on February 20, with no findings. The program currently serves seven women, with one additional resident expected to arrive this week. She also highlighted continued engagement from former residents, noting that individuals served several years ago remain in recovery and continue to view Serenity Grove as a source of support.

8. **John W. Clem House Presentation**

**26:03:45**

Mr. Stroh, Board President, introduced Chelsey Young, Executive Director, and Dr. Chris Meyer, founding member of Clem House. Ms. Young distributed an impact report.

Mr. Stroh reviewed Clem House's history and impact, noting it has served over 600 men and achieved statewide recognition, while emphasizing its reliance on Board funding. He outlined facility challenges due to the building's age and design, which have affected resident experience, and presented plans for a sub-\$1 million renovation and expansion to improve conditions without increasing capacity. To secure financing, Clem House requested a lease extension aligned with loan terms, as the current lease is insufficient. Board members

expressed general support but raised the need for financial assurance, legal review, and sustainability considerations.

Following discussion, Dr. Sheard moved to authorize Ms. Pfaff to work with the Board and Clem House attorneys to draft an agreement extending the current lease, contingent upon Clem House obtaining financing. Dr. Luce seconded. The motion was unanimously approved.

#### IV. Staff Updates

##### 1. Amanda Conrath, Fiscal Director

- **Financial Reporting Update.**

At the February 2nd Board meeting it was discussed receiving the financials monthly, rather than quarterly. Ms. Mohammed has been posting monthly financials to the website as they are completed. Ms. Conrath invited board members to contact her with any questions. Formal Board action will continue at quarterly Executive Committee meetings.

- **FY 2024 Board Assistance Review.**

The 317 Board was selected as part of a three-year cycle to undergo a Board Assistance Review for FY 2024, conducted by an audit team from the Department of Behavioral Health. This review is required under the Code of Federal Regulations. The review began on January 5, 2026. The objectives of the audit are to verify that funds provided by the Department were used in accordance with applicable laws, rules, contract agreements, and regulations, and that they were properly identified, recorded, and reconciled. The audit team has been provided with electronic copies of meeting minutes, fiscal policies and procedures, general ledger transactions, and monthly reconciliations. The review is currently in its final stages, with an exit interview expected in the coming weeks.

- **2025 Audit (AOS).**

The entrance conference for the Auditor of State (AOS) annual audit for the calendar year ending December 31, 2025, was held on March 9, 2026. During this meeting, the audit manager reviewed the audit's objectives, scope, and approach with staff and Board members. Copies of the agenda were emailed to Board members in early March, along with the required Fraud Risk Assessment Questionnaire. All Board members are required to complete this questionnaire.

- **SOS Update.**

Timely agency expenditures are being reported for the current grant cycle, which ends September 30, 2026. At the Department's request, payments to The Gathering Place are being temporarily held until its certification status is updated. The timing of the renewal for Mike's Bridge House coincided with a high volume of applications at the Ohio Department of Behavioral Health, resulting in processing delays. An expedited review has been offered.

- **LGOC Conference.**

Ms. Conrath attended the Auditor of State's Local Government Officials Conference in Columbus. Notable sessions included cybersecurity, spear phishing, and check interception. A key takeaway is the importance of maintaining a high level of skepticism in today's environment. All vendor address or banking change requests

should be treated as potentially fraudulent and verified through multiple independent methods before being processed

2. **Svea Maxwell, Deputy Director**

- **Records Commission Meeting.**

Ms. Maxwell reported that the Public Records Commission met on February 19<sup>th</sup>. The commission reviews any changes in the public records and retention schedule, public records requests, and public records destruction logs.

- **Office Insurance.**

Ms. Maxwell and Ms. Conrath have been working with a local insurance agent to obtain quotes for updated Board policies. The recent claim at The Plains location has been closed, and policy renewals are scheduled between April and June. This renewal period provides an opportunity to evaluate coverage options across insurers and ensure that Board properties are adequately insured based on current replacement costs.

- **COMCorps.**

Ohio University has accepted the Board's application to serve as a site host for the COMCorps program for the upcoming year, contingent upon grant funding awarded to the university.

- **Respite Parking Lot.**

A small hole has developed in the parking lot due to drainage issues. Estimates will be obtained to address and repair the problem.

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

- **EMDR Training.**

Eye Movement Desensitization and Reprocessing (EMDR) is a specialized therapeutic approach that requires extensive training and supervision. Thirty clinicians are being trained.

- **Motivating Behavioral Change Training.**

Ms. Crum invited the members to attend the training on March 30<sup>th</sup> and offered flyers.

- **Responding to Provider Trauma, Grief, and Loss Following Unintentional Lethal Overdose Training.**

Ms. Crum discussed the training and asked members to share the information.

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

- **NOVA Training.**

Ms. Tyree and Ms. Springer attended a 24-hour National Organization for Victim Assistance (NOVA) Basic Training, which focuses on crisis response, victim assistance, and trauma-informed support. A follow-up training session is scheduled for September.

- **Hocking Valley Community Hospital.**

The Director of Emergency Services attended a 40-hour Crisis Canine Training course through the Ohio Peace Officers Training Academy. Crisis canines are therapy dogs with advanced training to support individuals during high-stress and traumatic situations. The hospital plans to introduce a limited schedule for the program to provide

staff with mental health breaks. The program has demonstrated overwhelmingly positive results.

**5. Tisha Springer, COMCorps Volunteer**

- Ms. Springer reported that she staffed a table at Millfest. College students were familiar with NARCAN, and approximately 150 kits were distributed during the event.

**V. Executive Director Report**

• **OACBHA Governor Candidate Session**

Ms. Pfaff, Ms. Maxwell, and Dr. Davis attended an Ohio Association of County Behavioral Health Authorities (OACBHA) Governor Candidate Session in Columbus. Dr. Amy Acton presented her background, qualifications, and vision for the state. Vivik Ramaswami was invited but was unable to attend.

• **FY 2027 Planning.**

Board staff are actively working on fiscal year 2027 processes, including person-centered funding and strategies for effective management. The Smartsheet platform has proven to be a valuable tool for collaboration with agencies.

• **Resource Documents.**

New documents related to the legislative history of the Board and the importance of local levies are posted on the Board's website resource page for Board member reference.

**VI. Contracts and Construction Report**

- Ms. Pfaff reported that she has signed the annual contracts for landscaping, mowing, and office cleaning services. There were no rate increases for any of the contracts.
- Ms. Pfaff also reported that she has signed a contract with Sunday Creek Horizons in the amount of \$8,000 for the Woods at Dairy Lane project.

**VII. Old Business**

**1. Woods at Dairy Lane**

**26:03:46**

Ms. Pfaff provided updates on the project. A public hearing has been held regarding rezoning of the property. Ms. Maxwell and Greg Polzer attended, and no public comments were made in opposition.

Ms. Pfaff reported that of the estimated \$4–5 million project cost, \$2 million has been secured, but an additional \$1 million from Ohio DBH will not be available as anticipated. In response, Ms. Pfaff said she negotiated a 2-month contract Sunday Creek Horizons, a lobbying firm with a strong track record, to pursue legislative funding requests totaling \$1.5 million within the two-week deadline. Ms. Pfaff said she negotiated a lower monthly fee and an additional provision related to building relationships with elected officials—which is part of the strategic plan. Ms. Pfaff reported Sunday Creek Horizons asked for a 12-month contract for the work, but Ms. Pfaff said she wanted Board approval before entering into a long-term contract. The \$48,000 annual cost would be covered by funds already set aside for the project. Board members discussed budget implications, potential for success, contract language, and broader concerns about lobbying.

Because a decision is not needed at this meeting, Dr. Sheard moved to defer the decision regarding a 12-month contract with Sunday Creek Horizons until the April meeting; The motion passed with one abstention.

## **VIII. New Business**

### **A. Policies**

Ms. Pfaff reviewed the following proposed Board Fiscal Policies:

#### **1. Risk Management**

Ms. Pfaff reported that the Risk Management policy was not finalized prior to the meeting, so this will be deferred to the April board meeting.

**26:03:47**

#### **2. Policy F-4 Federal Cost Principles Policy**

Ms. Pfaff briefly reviewed the policy and stated it has been reviewed by an attorney experienced with federal laws and ADAMH Board operations. Ms. Bowden moved to approve Policy F-4 Federal Cost Principles; Mr. Orth seconded. The motion was unanimously approved.

**26:03:48**

#### **3. Policy R-4 Cybersecurity**

Ms. Pfaff noted the Ohio Revised Code 9.64 became effective September 30, 2025 and requires all political sub-divisions to develop policies to protect against cyber-attacks, and said the policy has been reviewed by an attorney. Ms. Conrath said that, based on recent training, public records requests were previously used to assess organizations' cybersecurity protections, but such requests are now not permissible in public records requests. Dr. Davis moved to approve Policy R-4 Cybersecurity; Ms. Bowden seconded. The motion was unanimously approved.

### **B. SFY 2026 Budget Amendment Resolution**

**26:03:49**

#### **Resolution 26-03-14**

Ms. Conrath explained the changes in the FY 2026 budget amendment resolution. Dr. Sheard requested that the resolution be further amended to specify the source of the additional funding. Mr. Sabaiduc moved to approve the amended Resolution 26-03-14 FY 2026 Budget Amendment; Dr. Sheard seconded. The motion was unanimously approved.

### **C. Contract Authorization Resolution**

**26:03:50**

#### **Resolution 26-03-15**

Ms. Pfaff reported that the Board received a nearly \$175,000 OCJS grant for crisis services, but due to delays and staffing challenges, only \$1,000 has been used by Hopewell Health Centers (HHC). After a meeting with the grant manager, a revised plan now allocates funds to support a crisis case manager for Hocking and Vinton counties and proposes contracting with Ascend Innovations to implement a data integration system that enables real-time emergency department alerts and identifies individuals with frequent system contact to improve coordination and proactive outreach. The Washington, Fairfield and Muskingum Boards are already using the system, and this grant funding enables the Board to launch the system without having to spend local levy funding. Board members discussed sustainability, privacy, and concerns about potentially stigmatizing terminology and data use. Staff emphasized that the system

operates within HIPAA guidelines, and supports voluntary, trauma-informed interventions. Board members shared both support for the approach and concerns about labeling and long-term implications. Mr. Sabaiduc moved to approve Resolution 26-03-15, FY 2026 Contract Authorization; Ms. Bowden seconded. The motion was approved with one abstention.

**D. Fraud Questionnaire**

Ms. Conrath explained the fraud questionnaire and noted that if all questionnaires are not received, state auditors may issue a finding for deficiencies in internal controls. The questionnaire was included in members' folders, and Ms. Pfaff requested that members complete the form and return it to Ms. Conrath.

**XI. Other**

There was no other business to come before the Board.

**XIII. Adjournment**

Dr. Luce moved to adjourn the meeting; Ms. Bowden seconded. The motion was unanimously approved. The meeting adjourned at 7:38 p.m.

Submitted by:

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Diane Pfaff  
Executive Director

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Rhea Hopstetter  
Chair