

# MINUTES

## BROWN COUNTY BOARD OF MENTAL HEALTH & ADDICTION SERVICES

DATE: THURSDAY, MAY 1, 2025  
PLACE: BROWN COUNTY COMMUNITY BOARD OF ALCOHOL,  
DRUG ADDICTION & MENTAL HEALTH SERVICES  
TIME: 6:00 P.M.

### ATTENDANCE:

Lynne Barber  
Charlene Fithen  
Michael Hess  
Tammie Ogle  
Sherry Ridner

Ashley Roy  
Reverend James Settles  
Debi Shultz

Deanna Vietze, Executive Director

Stacey Holton, Executive Assistant

### ABSENT:

Lori Catron  
Emily Souder

### CALL TO ORDER

Ms. Roy called the meeting to order at 6:05 pm

Ms. Holton took roll call

### MOTION: TO APPROVE AGENDA

Shultz<sup>1</sup>, Ridner<sup>2</sup>, Motion Carried

### MOTION: TO APPROVE MARCH 6, 2025 MINUTES

Settles<sup>1</sup>, Barber<sup>2</sup>, Motion Carried

### REPORT OF CHAIRPERSON

Ms. Roy reports Ms. Woodruff resigned her position as a member due to moving out of the county.

Ms. Roy asks Ms. Vietze to give an update on board vacancies who reports we have two vacancies, both Commissioner appointments.

Ms. Shultz reports the Board needs to go into executive session for discussion regarding personnel.

MOTION: TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL

Shultz<sup>1</sup>, Hess<sup>2</sup>, Motion Carried

Lynne Barber – yea

Charlene Fithen – yea

Michael Hess - yea

Tammie Ogle - yea

Sherry Ridner - yea

Ashley Roy - yea

Reverend Jim Settles - yea

Debi Shultz - yea

MOTION CARRIED ENTERED EXECUTIVE SESSION AT 6:11 P.M.

EXITED EXECUTIVE SESSION AT 6:27 P.M.

Ms. Roy asked for motions from Executive Session to be presented

MOTION: TO INCREASE EXECUTIVE DIRECTOR, DEANNA VIETZE'S SALARY BY 3.5%, AND EXECUTIVE ASSISTANT, STACEY HOLTON'S SALARY BY 2.0% WITH THE OPTION TO PURCHASE 3 WEEKS OF VACATION TIME FOR BOTH STAFF

Shultz<sup>1</sup>, Hess<sup>2</sup>, Motion Carried

Ms. Roy asked Ms. Vietze to provide an overview of what was discussed at the Services committee meeting. Ms. Vietze reports on the effects on the county if Medicaid Expansion ends.

REPORT OF EXECUTIVE DIRECTOR

Ms. Vietze reports the fiscal year budget has passed from the House. She reports the budget is now going through the Senate. Ms. Vietze reports we are expecting a reduction in the federal funding including SAPT, SOS, and MH block grant. Ms. Vietze reports she will keep all members updated on what happens with the budget.

Ms. Vietze reports SB138 which addresses changes to ORC 340, has passed the Senate committee unanimously. She reports this will change the 120-day notice to 30 day notice for contract changes.

Ms. Vietze reports OHMHAS is working to develop a new funding formula. She reports OHMHAS gave a guarantee that FY26 funding will not be less than FY25. She reports we are still waiting to see what they present.

Ms. Vietze reports Mr. Richard Miller, a local contractor, is who Talbert House decided to use to put on a new roof. She reports Talbert House is looking at the possibility of an insurance claim. Ms. Vietze reports Talbert House liked the idea of the board paying for the roof up front and then adding it to their lease monthly to pay back the cost of the roof.

Ms. Vietze reports we have some funds that have been carried over. Ms. Vietze reports she asked for some ideas of what other boards have done with this money they received. She reports some boards have used it for repairs. Ms. Vietze recommends paying this money to Talbert House for the repairs needed to the building. Ms. Roy asked for a motion.

MOTION: TO APPROVE TALBERT HOUSE RECEIVING \$11,446.75 FOR RENOVATIONS FOR THE ROOF ON 75 BANTING DR.

Settles<sup>1</sup>, Hess<sup>2</sup>, Motion Carried

Ms. Vietze reports the Talbert House lease will end on December 31, 2025. She reports the current charge per square footage is \$0.53. Ms. Vietze reports nothing is owed on either building so anything received is profit. Ms. Vietze asked for thoughts on keeping the lease the same, as well on the length of the lease. Ms. Shultz proposed a one-year lease due to many variables right now. Mr. Hess proposed keeping the lease as is for a one-year lease. Ms. Roy asked if Ms. Vietze had a pulse on how Talbert House would feel about getting a one-year lease? After discussion Ms. Roy asked for a motion.

MOTION: TO APPROVE NEGOTIATING THE TALBERT HOUSE RENT AT A LEVEL AMOUNT FOR THREE YEARS IF THE CURRENT TERMS ARE AGREED UPON. IF CURRENT TERMS ARE NOT AGREED ON, MS. VIETZE HAS DISCRETION TO NEGOTIATE.

Fithen<sup>1</sup>, Ogle<sup>2</sup>, Motion Carried

Ms. Vietze reports Talbert House was chosen to operate the Adam & Amanda center (SOTC). She reports it is estimated that the cost of one bed is approximately \$89,000 per year and that is what our portion will be.

Ms. Vietze reports this is the time of year that the new fiscal year contracts are submitted for approval. Ms. Vietze reports we have not yet received funding allocations for FY26. She reports the State is working on a new funding formula as well as decreasing the number of line items. Ms. Vietze reports the state has guaranteed funds will not be less than FY25. Ms. Vietze reports she has proposed the contracts based on usage this year and flat funding.

MOTION TO APPROVE CONTRACT/SERVICE AGREEMENT WITH TALBERT HOUSE DBA BROWN COUNTY RECOVERY SERVICES FOR COMMUNITY BASED MENTAL HEALTH AND ADDICTION SERVICES FOR THE PERIOD OF 7/1/25 THROUGH 6/30/26 IN THE AMOUNT OF \$313,768

Ogle<sup>1</sup>, Hess<sup>2</sup>, Motion Carried

MOTION TO APPROVE TITLE XX CONTRACT WITH TALBERT HOUSE DBA BROWN COUNTY RECOVERY SERVICES FOR COMMUNITY BASED MENTAL HEALTH FOR FFY26 FOR THE FULL ALLOCATION AMOUNT (\$31,567)

Barber<sup>1</sup>, Hess<sup>2</sup>, Motion Carried

MOTION TO APPROVE A CONTRACT/SERVICE AGREEMENT WITH CHILD FOCUS INC. FOR FY26 FOR COMMUNITY BASED MENTAL HEALTH TREATMENT AND PREVENTION SERVICES IN THE AMOUNT OF \$232,239

Hess<sup>1</sup>, Shultz<sup>2</sup>, Motion Carried

MOTION TO APPROVE A CONTRACT/SERVICE AGREEMENT WITH BROWN COUNTY ESC FOR THE PERIOD OF 7/1/25 THROUGH 6/30/26 IN THE AMOUNT OF \$60,000 FOR 40 DEVELOPMENTAL ASSETS (\$40,000), PAX GBG PARTNER (\$10,000), AND COMMUNITY CONNECTORS (\$10,000).  
Hess<sup>1</sup>, Barber<sup>2</sup>, Shultz abstain, Motion Carried

MOTION TO APPROVE \$5000 FOR CHERRY RIDGE THERAPEUTIC LEARNING SUMMER CAMP  
Ogle<sup>1</sup>, Settles<sup>2</sup>, Motion Carried

MOTION TO APPROVE CONTRACT WITH CLARK SCHAEFER HACKETT BEGINNING 7/1/25 THROUGH 6/30/26 IN THE AMOUNT OF \$12,000 TO PROVIDE FINANCIAL CONSULTATION SERVICES.  
Shultz<sup>1</sup>, Barber<sup>2</sup>, Motion Carried

MOTION TO APPROVE CONTRACT WITH THE FAIRFIELD COUNTY ADAMHS BOARD FOR GOSH SERVICES IN THE AMOUNT OF \$12,000 FOR FY26.  
Hess<sup>1</sup>, Settles<sup>2</sup>, Motion Carried

MOTION TO APPROVE CONTRACT WITH CANTATA FOR GOSH SERVICES IN THE AMOUNT OF \$3,927 FOR A 5 YEAR TERM.  
Hess<sup>1</sup>, Settles<sup>2</sup>, Motion Carried

MOTION TO APPROVE OACBHA DUES IN THE AMOUNT OF \$7,000.  
Shultz<sup>1</sup>, Settles<sup>2</sup>, Motion Carried

Ms. Vietze reports the Adam and Amanda center (SOTC project) has been led by Warren/Clinton Board. She reports an error was made by the State and the ARPA funds will be sent to Brown County. Ms. Vietze reports in order to receive this money and pay this money to the Warren/Clinton board, an amended certificate and supplemental appropriation must be approved. Ms. Roy asked for a motion to approve the amended certificate.

MOTION TO APPROVE AMENDED CERTIFICATE FOR \$4,939,389.54 (\$3,977,400 ARPA AND \$800,000 CAPITAL PROJECT, \$127,386.70 SOS 4.0 AND \$34,602.84 FOR SOS 3.0 NCE  
Ogle<sup>1</sup>, Hess<sup>2</sup>, Motion Carried

Ms. Roy asked for a motion to approve supplemental appropriation

MOTION TO APPROVE A SUPPLEMENTAL APPROPRIATION FOR \$4,939,389.54 FOR CONTRACT SERVICES  
Ogle<sup>1</sup>, Shultz<sup>2</sup>, Motion Carried

Ms. Vietze reports this time each year we must approve the Health Officers for Brown County. Ms. Vietze reports the clinicians, and their agency are on the paper in your packet. She asked for any questions. After no questions, Ms. Roy asked for a motion to approve the health officers for Brown County.

MOTION TO APPROVE THE FOLLOWING HEALTH OFFICERS FOR BROWN COUNTY:

TALBERT HOUSE STAFF: CHRISTINE FINITZER, LAURA OSBORNE COFFEY, SUSAN BOVE, TERI WESLEY, DEBBIE OTTEN, AMBER KELCH, ANGELA NACE, STEVE HAEFLING, ANGEL CASNELLIE, EMILY VAN DYKE, MICHAEL DOYLE.  
CHILD FOCUS STAFF: ANNE WISE, BONNIE OLDS-CARSON, CATHY MCCLAIN, JAIME COX, DR. LAURA STITH, SUSAN SHAFER

Hess<sup>1</sup>, Settles<sup>2</sup>, Motion Carried

Ms. Vietze reports the policies members received immediately after the March meeting are for review. She reports each member also received a draft policy for virtual meetings. Ms. Vietze reports on the requirements for virtual meetings. Members shared their concerns and asked that the discussion be tabled.

Ms. Vietze states included in each member's packet is the Profit and Loss statement through February 2025. She reports that the Finance Committee reviews every voucher that has been paid since the last meeting. Ms. Vietze reports each member receives copies of the Budget vs Actuals, the reconciliation for March, and the county report showing balances in the county. Ms. Vietze reports providing these reports show that the numbers in our system match the county auditor's system. Ms. Vietze asked if there were any questions. After no questions, Ms. Roy asked for a motion to approve the profit and loss statement.

MOTION: TO APPROVE THE PROFIT AND LOSS STATEMENT FOR JULY 1, 2024 THROUGH MARCH 31, 2025

Fithen<sup>1</sup>, Barber<sup>2</sup>, Motion Carried

Ms. Vietze reports we will be receiving \$6,000 in rent, \$2,500 for trainings, \$3,500 for the cost of insurance for the machine as well as the program to track the data of the machine from the Harm Reduction collaborative.

Ms. Vietze reports the OACBHA Mental Health & Addiction conference will take place June 9th and 10<sup>th</sup>. Ms. Vietze invited all board members and asked them to let her know if they are interested in attending.

Ms. Vietze reports she received pictures of the SOTC project and the completed work. She shared pictures of the ARPA Adam/Amanda center with all members during the meeting.

Ms. Vietze reports it is challenging for herself and Ms. Holton to get things prepped for board meetings on Thursdays. She reports Ms. Holton has been more involved in helping with Prevention Point. Ms. Vietze is proposing changing meeting nights. Members shared possible other nights. Ms. Vietze reports a poll will be sent out to all members.

NEW BUSINESS

None

Ms. Vietze reported the next meeting would be June 26, 2025, at 6pm.

Motion: To Adjourn at 8:20 pm

Shultz<sup>1</sup>, Barber<sup>2</sup>, Motion Carried

Date	Vendor	Amount
4/30/2025	CHARTER COMMUNICATIONS	\$255.04
4/30/2025	TREASURER STATE OF OHIO	\$36.59
4/30/2025	DUKE ENERGY	\$212.83
4/30/2025	DEBORAH ANDREWS	\$100.00
4/30/2025	CHILD FOCUS, INC.	\$9,615.80
4/30/2025	TALBERT HOUSE BCRS	\$26,066.67
4/30/2025	FLEXPRINT INTERMEDIATE LLC	\$132.47
5/14/2025	PROTECTIVE LIFE INSURANCE COMPANY	\$706.80
5/14/2025	CLARK SCHAEFER HACKETT & CO	\$1000.00
5/14/2025	GEORGETOWN UTILITIES	\$211.62
5/14/2025	DEANNA VIETZE	\$50.22
5/14/2025	TALBERT HOUSE BCRS	\$5,605.79
5/14/2025	AMERICAN EXPRESS	\$778.24
5/14/2025	STACEY L HOLTON	\$96.42
5/14/2025	HONDA FINANCIAL SERVICES	\$400.06
5/28/2025	CHARTER COMMUNICATIONS	\$255.00
5/28/2025	BROWN COUNTY HEALTH DEPT	\$5,000.00
5/28/2025	DUKE ENERGY	\$163.14
5/28/2025	TALBERT HOUSE BCRS	\$14,911.60
5/28/2025	CHILD FOCUS, INC.	\$32,853.92
6/4/2025	EMILY FUMAROLA	\$260.00
6/4/2025	CHILD FOCUS, INC.	\$9,064.43
6/4/2025	PINPOINT BEHAVIORAL HEALTH SOLUTIONS LLC	\$300.00
6/4/2025	WARREN COUNTY OH	\$3,977,400.00
6/4/2025	TALBERT HOUSE BCRS	\$3,356.04
6/4/2025	DEBORAH ANDREWS	\$100.00
6/4/2025	OACBHA FOUNDATION	\$7,000.00
6/18/2025	POSTER COMPLIANCE CENTER	\$169.90
6/18/2025	CHILD FOCUS, INC.	\$87,902.92
6/18/2025	FAIRFIELD COUNTY ADAMH BOARD	\$3,500.00
6/18/2025	CLARK SCHAEFER HACKETT & CO	\$1,000.00
6/18/2025	SPECIAL HAZARD FIRE PROTECTION	\$180.00
6/18/2025	GEORGETOWN UTILITIES	\$249.93
6/18/2025	DUKE ENERGY	\$147.73
6/18/2025	TALBERT HOUSE BCRS	\$47,412.46
6/18/2025	AMERICAN EXPRESS	\$390.89
6/18/2025	HONDA FINANCIAL SERVICES	\$400.06
6/18/2025	CANTATA HEALTH SOLUTIONS LLC	\$385.00