

Preble County Mental Health & Recovery Board  
**Board Meeting Minutes**  
April 22, 2019

Present: Anderson, C., Clark, F., McQueen, T., Meeks, B., O'Banion, L., Reimers, M., Sizemore, D., Wood, R.

Announced Absence: Elam, J., Nunn, J., Steele, A.

Absent: Allen, J.

Staff: Grubbs, M., Raynes, A.

Guests: Cook, C., Clark, C., Gebhart, M., Betscher, J., Taylor, V., Tuck, R., Esposito, B.

**Call To Order**

Fran Clark called the meeting to order at 6:38 p.m.

**Roll Call**

Roll Call was taken by Board Secretary.

**Reading of the Mission Statement**

Beth Meeks read the mission statement.

**Additions/Deletions**

Cherry Street contract deleted  
Forensics contract deleted  
Success contract added

**Recognition of Guests**

Guests present introduced themselves.

**Presentation of February 25, 2019 Board Minutes**

19-04-183 Robert Wood moved to approve the February 25, 2019 Board Minutes, with David Sizemore seconding the motion. Motion carried 7 yes, 1 abstain, 0 no. Beth Meeks abstained.

**Finance Committee Report – March 18, 2019**

Cherry Anderson gave the Finance Committee Report.

Amy Raynes shared about the PAX program being used in Ohio. Montgomery Co. ADAMHS Board asked Amy to fund TCN due to them pursuing a contract with Montgomery County ESC. The cost would be \$43,000 the first year and \$30,222 in subsequent years. At our May Board meeting, we will further discuss supporting it at Tri County North schools.

- 19-04-184 Cherry Anderson moved to approve the Revenue/Expense Statement & Balance Sheet – January 2019, with Robert Wood seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-185 Cherry Anderson moved to approve the Revenue/Expense Statement & Balance Sheet – February 2019, with Robert Wood seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-186 Cherry Anderson moved to approve the Reconciliation Detail – January 2019, with Beth Meeks seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-187 Cherry Anderson moved to approve the Reconciliation Detail – February 2019, with Melissa Reimers seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-188 Cherry Anderson moved to approve the Revenue/Expense Statement & Balance Sheet – March 2019, with Landen O’Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-189 Cherry Anderson moved to approve the Reconciliation Detail – March 2019, with Landen O’Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.

**Fiscal Year 2020 Contracts**

- 19-04-190 Robert Wood moved to approve the United Way Lease of \$200 a month plus \$45.14 phone service, no change, with Landen O’Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-191 Robert Wood moved to approve the YWCA Lease for \$200 a month, no change, with Landen O’Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-192 Cherry Anderson moved to approve Keelsra Business Services \$1,100 a month up \$100 a month (a \$50 increase for Keelsra per month and a \$50 increase for software per month), with Landen O’Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-193 Robert Wood moved to approve Carter Cleaning \$35 a week - no change, with Landen O’Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-194 Robert Wood moved to approve Bill’s Custom Mowing \$20.00 an hour for handyman work and \$35.00 each per occurrence of mowing, no change, with Landen O’Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-195 Robert Wood moved to approve Kendra Buell as an instructor for Parent Project \$1,000, no change, with Landen O’Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.

- 19-04-196 Robert Wood moved to approve Carol Avery as an instructor for Parent Project \$1,000, no change, with Landen O'Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-197 Landen O'Banion moved to approve Courtney Griffith as an instructor for Parent Project \$1,000, no change, with David Sizemore seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-198 David Sizemore moved to approve Ohio Group Home of Middletown, \$1,100 per month with a maximum of \$9,900 per individual referred, no change, with Landen O'Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-199 Landen O'Banion moved to approve Phillip A.K. Hash, \$3800, no change, with David Sizemore seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-200 Landen O'Banion moved to approve the FCFC contract for Amy's Coordinator pay for \$15,750 (revenue) with Melissa Reimers seconding the motion. Amy explained that this amount is not in addition to her salary, but the money offsets the cost of her salary for the Board. She also explained that the amount is \$15,750 one year and \$12,000 the next year, every other year. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-201 Landen O'Banion moved to approve the Butler County Success Program for \$80,872 (a \$7815 decrease), with David Sizemore seconding the motion. Amy explained that the SFSC grant monies decreased resulting in a decrease of funds for this program which is part of that grant. Motion carried 8 yes, 0 abstain, 0 no.

**Board Staff Report**

Amy highlighted the new contract. She explained that it needed to be brought up in two Board meetings in order to be approved.

- 19-04-202 David Sizemore moved to approve a corrective action for an existing policy. In the February 26, 2018 meeting #18-2-46 stated that Amy could approve contracts in the amount of \$5,000 or less. That will be changed to say, "Executive Director" instead of "Amy." Melissa Reimers seconded the motion. Motion carried 8 yes, 0 abstain, 0 no.

Amy explained that the Board's Levy dollars are based on values from 1984. She would like to do a Replacement instead of a Renewal for the November Levy which would bring the values current to 2019. She shared that it would only cost tax payers about \$1 per month more per each \$100,000 of property valuation. Robert shared about the expertise of Majority Strategies and how the firm could help the Board with marketing for the Levy. The upcoming Levy will place extra time demands for the Board staff and the Board members.

- 19-04-203 Melissa Reimers moved to submit a request for a Replacement for the Board Levy, with Landen O'Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.
- 19-04-204 Melissa Reimers moved to approve the contract with Majority Strategies for \$20,000, with David Sizemore seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.

Amy shared that she would like to add September, March, and May meetings to the Board calendar year so that Board members can plan ahead accordingly. (These meetings will be cancelled if they are not needed.) The Board decided to begin immediately by adding a meeting on Tuesday, May 28 at 6:30 PM.

19-04-205 Melissa Reimers moved to approve the House contract, with Landen O'Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no. Amy noted that John Hornbrook resigned so House will do the lawn care of the Board's properties (\$25 for every property except Cherry St., \$35 for Cherry St.) until June 30, 2019.

19-04-206 Melissa Reimers moved to approve the contract with Toni Morgan for the environmental review (\$50 per hour not to exceed \$1500), with Landen O'Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.

Amy explained that the city will be paving our alleyway and asked the Board if they wanted her to get bids for our attached parking lot. The Board agreed.

**Recommendation to go into Executive Session** at 7:58 p.m.

19-04-207 David Sizemore moved for the Board to go into executive session, with Landen O'Banion seconding the motion. Motion carried 8 yes, 0 abstain, 0 no.

Roll Call was taken by Board Secretary.

Beth Meeks left at 8:12 PM

19-04-208 Robert Wood moved for the Board to come out of executive session, with Landen O'Banion seconding the motion. Motion carried 7 yes, 0 abstain, 0 no.

**The Board came out of Executive Session** at 8:18 p.m.

19-04-209 Cherry Anderson moved for the Board to make a resolution to purchase the property at 8499 Jordan Rd in Lewisburg, OH, with David Sizemore seconding the motion. Motion carried 7 yes, 0 abstain, 0 no.

19-04-210 Robert Wood moved to approve giving permission to the Executive Director and the Board Chair (or in the absence of the Chair, the Vice Chair) to sign all closing documents related to the purchase of the property at 8499 Jordan Rd in Lewisburg, OH, with David Sizemore seconding the motion. Motion carried 7 yes, 0 abstain, 0 no.

19-04-211 Robert Wood moved for adjournment, with Landen O'Banion seconding the motion. Motion carried 7 yes, 0 abstain, 0 no.

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Board Chair

Date