

PCMHRB Board Meeting Minutes  
02/23/2026 6:30 PM EST to 7:30 PM EST  
Preble County Mental Health & Recovery Board  
100 E Somers Street Eaton, OH 45320

**Members Present**

David Sizemore  
Amy Raynes  
Autumn Green  
Derek Bales  
Joe Tobias  
Ashley Clark  
Miranda Armstead  
Megan Garton  
Michele Shepherd  
Maria Morgan  
Robert Wood

**Members Absent**

Tyessa McQueen  
Alana Cottingim

**I. Call To Order**

Chairman Wood called the meeting to order at 6:30pm.

**II. Roll Call**

Green took the roll call.

**III. Reading of the Mission Statement**

Miranda Armstead read the mission statement.

**IV. Additions/Deletions to the Agenda**

- A. Addition-120 Day Notices-Board Staff Report- I
- B. Deletion- Prevention-Behavioral Health Committee

**V. Recognition of Guests**

The meeting started with introductions of key guests including Kelli Ott, Jerri Lynn Stanley, Leslie Gardner, and was concluded with a presentation by Michelle Gebhart.

**VI. Gebhart Counseling Solutions Presentation**

Gebhart's presentation highlighted the provision of behavioral health services, funding sources, and impressive student support statistics.

During the guest Q&A, queries focused on the Hope Squad participation and response mechanisms for mental health disclosures.

- Guests presented questions regarding participation in Hope Squad and the management of student mental health disclosures, specifically related to depression and suicide risks.

- It was clarified that students can be part of Hope Squad without taking the class due to constraints from scheduling, as the class is only offered one semester under block scheduling.
- Mental health screenings are conducted anonymously; however, follow-up actions are taken if students express suicidal thoughts or plans, which involves notifying parents and connecting with services.
- Appreciation was expressed for the positive impact Hope Squad has on students, including cases where participation has benefited students into college and helped them assist others.

## **VII. Presentation of the December 8, 2025, and January 21, 2026, Board Meeting Minutes**

### **26.02.272 Motion**

- Ashley Clark moved to approve the minutes of the December & January meeting.
- Second - The motion to approve the December & January meeting minutes was seconded by Megan Garton.
- Decision - The motion to approve the December & January meeting minutes was passed as there were no objections.
- The minutes are adopted with the correction of the missing property address, which was added.

## **VIII. Board Staff Report**

### **A. Amy's January & February Calendar**

### **B. Board & Director Evaluations**

- The board conducts annual evaluations, which include evaluating board meetings, individual board member performance, and self-evaluation.
- Feedback is encouraged, including specific comments on board member performance, to aid growth and improvement.
- Green will compile all evaluations while maintaining confidentiality regarding self-evaluation scores.

### **C. Conflict of Interest**

- The board has a conflict-of-interest policy that needs to be updated yearly. This decision was made following a review of the COQ certification.

### **D. Farm Update**

- Update on property sales: Two pieces of property were sold for a total of \$671,732, with details on original purchase price and investments.
- Projected total earnings from property sales are expected to be just under one million dollars.
- Recent property purchases include a men's recovery house and future plans to finalize a contract for apartments at 116 E Somers
- Estimated future earnings from property purchases and sales provided.
- Final earnings may be slightly lower due to offering discounts on the farmhouse sale.

- Remaining funds aim to be allocated towards reserves and capital work improvements.
- Jill will draft a contract with additional documents provided today by Amy.
- The contract for farmhouse renovations signed; estimated renovation costs are around \$18,000.
- Renovation works, including flooring, are expected to commence shortly with a potential completion by March.

#### **E. 116 E Somers Update**

- Discussion on number and configuration of apartments at 116 E Somers property; potential restructuring is indicated.

#### **F. Maintenance Update**

- Maintenance priorities have been organized with exit plan completed projects highlighted, such as projects for 120 Cherry.
- There are three contractors currently being awaited on for pricing regarding the maintenance projects.
- Estimates for one of the projects are in progress, with the highest current estimate being \$27,000.
- Discussion on potentially replacing one main door with a glass structure and using steel for other doors as a cost-saving measure.
- Estimate increased to \$27,000 - \$25,000 for the latest progress on maintenance projects.
- There is a focus on addressing maintenance at 120 Cherry with expected costs potentially around \$35,000 total for certain projects.
- An imperative focus on bathroom remodel due to safety concerns, with current listed cost at \$19,000.
- Action Item - Waiting clarification on pricing for bathroom remodeling potentially reducing costs through Gilman's labor.
- The city contractors and other third party have been contacted regarding paving projects; initial cost estimate was \$60,000.
- Action Item - Joe needs to replace gravel that was mistakenly removed during snow day, and there's consideration to pave the parking lot instead.
- Need for door replacement at 225,000 based on aluminum and glass material costs and priority adjustments for safety reasons.
- Low priorities such as newer windows at 225,000 are deferred, pending higher priorities and cost implications.

#### **G. EMA Snow Removal Grant**

- A grant application has been submitted to cover extra costs incurred by local businesses for snow removal due to inclement weather at the end of January and early February.
- The grant, applied for by Susie at EMA, has not been approved yet, but there is a good chance that it will cover some of the snow removal costs.

#### **H. Special Olympics**

- The board members are invited to a Special Olympics event on March 17 and are encouraged to participate and support the event.

## **I. 120 Day Notices**

- Discussion on the requirement to give providers a 120-day notice regarding contractual changes has occurred. The law has changed, but it is still part of the contract for this last year.
- The removal of the 120-day notice is recognized as a substantial change, alongside a 50-day non-renewal notice, a 30-day advance notice for early termination, an appeal process, and contact for clinical services transition.
- A draft contract has been created to align with the new rules and sent out, and it includes language addressing potential impacts on contracts and services due to financial changes.
- Action Item - Approval is needed to send these notices out for major programs.

### **26.02.273 Motion**

- Miranda Armstead moved to approve the 120-day notices.
- Second - The motion to approve the 120-day notices was seconded by David Sizemore and carried.
- Decision - The motion to approve the 120-day notices was passed as there were no objections.

## **IX. Finance- For items where no action is needed, the information can be found in the packet.**

### **A. FY26 Budget Update**

- Budget updates were discussed, indicating shifts made after the finance meeting.
- Unexpected expenses, such as lease terminations and prorated rents, were identified, impacting the budget.
- Adjustments were made to the maintenance category, and corrections are in progress.
- Utility expenses were under-budgeted due to an oversight, now corrected to \$48,000 which includes \$25,000 for general utilities and \$23,000 for tenant utilities.
- Revenue discovered from the BH disaster preparedness grant was allocated to utilities.
- Incorrectly budgeted realtor fees were removed from the professional services line-item.
- Budget adjustments were made for insurance and utility expenses.

### **26.02.274 Motion**

- David Sizemore moved to approve the FY26 Budget Update.
- Second - The motion to approve the FY26 Budget Update was seconded by Miranda Armstead.
- Decision - The motion to approve the FY26 Budget Update was passed as there were no objections.

### **B. December-January Financials**

Financial approvals and adjustments mark pivotal steps towards fiscal stability, with emphasis on updating unexpected expenses and utility budgets.

**26.02.275 Motion**

- David Sizemore moved to approve the December-January Financials.
- Second - The motion to approve the December-January Financials was seconded by Miranda Armstead.
- Decision - The motion to approve the December-January Financials was passed as there were no objections.

**X. Behavioral Health- For items where no action is needed, the information can be found in the packet.**

The Behavioral Health Committee's substantial progress carves the path for enhanced community support through grants and planned events.

- The Behavioral Health Committee met and completed actions related to the Board of Excellence Prevention with \$6000
- A resident has been successfully placed in transitional living in Warren County.
- HUD funding was discussed, including the security of a \$5000 Community grant.
- Upcoming programs and events include March for Meals at the Senior Center, Shoe for the Shoeless on March 8th, Parents Night Out, and Youth Mental Health First Aid going remote in October.

**XI. Board Member Open Forum**

- An invitation for discussion highlighted significant achievements among the board, though no comments were made.


**XII. Chairperson's Remarks**

- The chairperson acknowledged the achievement of acquiring two pieces of property, with one remaining.

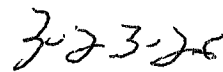
**XIII. Adjournment**

**26.02.276 Motion**

- Ashley Clark moved to adjourn the meeting.
- Second - The motion to adjourn was seconded by David Sizemore.
- Decision - The motion to adjourn was approved with all in favor.



Board Chair



Date