Preble County Mental Health & Recovery Board
Board Meeting Minutes
August 25, 2025
6:30 p.m. In Person/Teams

Meeting Called By: Robert Wood, Board Chair
Type of Meeting: Regular Board Meeting
Attendees: All Board Members and Public

Mission Statement
To ensure that quality mental health and addiction services and supports are available to all Preble County residents.

Present: Robert Wood, Miranda Armstead, Megan Garton, Ashley Clark, Tyessa McQueen

Announced Absence: David Sizemore

Unannounced Absence: No unannounced absences

Staff: Amy Raynes, Autumn Green, Maria Morgan

Call To Order: Chairman Wood called the meeting to order at 6:35 PM

Roll Call: Roll Call was read by Board Staff; Autumn Green

Reading of the Mission Statement: Miranda Armstead read the mission statement.

Additions/Deletions to the Agenda- No additions or deletions at this time.

Recognition of Guests- Jerri Lynn Stanley, Kelli Ott

Oath of Office- Derek Bales, Michele Shepherd, and Alana Cottingim were sworn in as board members by Judge Overmeyer.

Derek Bales, Michele Shepherd, and Alana Cottingim enter.

Presentation of the June 23, 2025, Board Meeting Minutes
25.08.736 Armstead motioned to approve the June 23, 2025, Board Meeting Minutes with Garton Seconding. Yes-5 No-0 Abstain-3

Board Staff Report
Amy's July & August Calendar-Director Raynes presented her recent calendars to the board. No questions at this time.
Application for Funding Meeting for Providers-Director Raynes presented the agenda for the provider meeting that will take place in the spring of FY26. Armstead asked if this will be a requirement in order to apply for funding? Director Raynes stated that she thinks it will be easier to include this in the quarterly meetings.
Director Approved Contracts Director Raynes stated that she approved increasing the prevention rates for Recovery and Wellness in hopes to help with staff turnover. This increases the contract by less than $10k. Raynes stated she did not increase the budget but will reevaluate at the end of the year.
Guest -Allison enters at 6:50pm.
FY26 Budget Update-Director Raynes presented the new FY26 Budget with changes to the SFSC, SOS Grant, and Gambling, Access to Wellness, Landlord Mitigation in the revenue line. Raynes stated that the board received the final budget for the transitional living facility and was increased to 165k. Raynes stated the ribbon cutting will be October 10th at 10AM in Warren County. Raynes stated that the mortgage for the farm will need to be moved, and the board hopes to transfer it to units for Recovery Housing. Raynes stated that board staff salary needed increased to include raises and a possible new position.
25.08.737 Armstead motioned to approve FY26 Budget Update with Garton seconding. Yes-8 No-0 Abstain-0.
Public Records Policy-Director Raynes stated that when the Policy and Procedure manual was redone the Public Records Policy was removed, and it needs to be put back in for our COQ in February. No questions at this time.
25.08.738 Armstead motioned to approve Public Records Policy with Garton seconding. Yes-8 No-0 Abstain-0.

Finance- For items where no action is needed, the information can be found in the packet.
Balance Sheet, Revenue/Expense Statement, & Reconciliation Detail FY25 June and FY26 July- Armstead presented to the board with no questions at this time.
25.08.739 Armstead motioned to approve Balance Sheet, Revenue/Expense Statement, & Reconciliation Detail FY25 June and FY26 July with Garton seconding. Yes-8 No-0 Abstain-0
Contracts- Director Raynes explained each contract to board members. No questions at the time.
-Haven Behavioral Health $48,000,00 (Expense)
-Domestic Violence Shelter $30,000.00 (Expense)
25.08.740 Armstead motioned to approve Contracts with Clark seconding. Yes-8 No-0 Abstain-0

Maintenance Position-Added new document- Armstead stated that finance committee discussed how much money in contracts the board usually uses. Armstead also stated that finance wanted to know if the new staff member would use their own vehicle for travel. Raynes stated that this position would also take over HQS inspections and monthly inspections for the board. Cottingim was concerned with the amount of funds allocated for a maintenance position. Raynes stated that a phone would be purchased so that he would be on call 24/7. Raynes stated this job would be more flexible when it comes to hours of operation based on need. The board members discussed the job description.

25.08.741 Armstead motioned to approve maintenance position as presented with Garton seconding. Yes-8 No-0 Abstain-0

iPad purchases for SBHI-Armstead stated the committee discussed purchases iPads for mobile crisis. The board would like to purchase 3 iPads.

25.08.742 Armstead motioned to approve iPad purchases for SBHI with Clark seconding. Yes-8 No-0 Abstain-0

Behavioral Health- For items where no action is needed, the information can be found in the packet. -Garton presented the board the OAD campaign and the Boards of Excellence in Prevention. Green stated that she will be attending a two-day learning session at the end of September. No questions at this time.

Board Member Open Forum-
Derek Bales introduced himself to the board.
Alana Cottingim introduced herself to the board.
Michele Shepherd introduced herself to the board.

Chairperson's Remarks- Chairman Wood welcomed the new members.

Adjournment

25.08.743 Armstead motioned to adjourn Board Meeting with Clark seconding. Yes-8 No-0 Abstain-0

Board Chair

9.22.25

Date