

**MENTAL HEALTH RECOVERY BOARD SERVING  
WARREN & CLINTON COUNTIES  
BOARD MEETING  
April 21, 2020  
Via Conference Call**

**BOARD MEMBERS PRESENT**

Marsha Wagstaff  
Pat Prendergast  
Sharon Woodrow  
Rachel Sams  
Shelley Stanforth  
Jonathan Westendorf  
Kristin Taulbee  
Rahul Gupta  
Jenni Frazer  
Sarah Kirby  
Tiffany Mattingly

**STAFF PRESENT**

Colleen Chamberlain

**GUESTS**

Christina Shaynak-Diaz

**ABSENT**

Ken Houghtaling  
Tina Fischer

**CALL TO ORDER**

The board meeting for Mental Health Recovery Board (MHRB) Serving Warren & Clinton Counties was called to order by chairperson, Marsha Wagstaff with a roll call at 5 p.m.

Marsha Wagstaff - here  
Pat Prendergast - here  
Sharon Woodrow - here  
Rachel Sams - here  
Shelley Stanforth - here  
Jonathan Westendorf - here  
Kristin Taulbee - here  
Rahul Gupta - here  
Jenni Frazer - here  
Sarah Kirby - here  
Tiffany Mattingly – here  
Colleen Chamberlain – here  
Christina Shaynak Diaz - here

**BOARD MEETING MINUTES**

**20-24** To approve the March 11, 2020 board meeting minutes.

Motion: Westendorf      Second: Woodrow    No opposition.    Motion carried.

## **OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES PURCHASING**

To secure the purchase of personal protective equipment and other needed COVID-19 supplies at reduced costs, The Ohio Department of Administrative Services (DAS) has secured vendors and state pricing for many products. By entering into a purchasing agreement, MHRB will be able to purchase through DAS vendors for any necessary products.

DAS requires a membership for counties and political subdivisions in order to purchase products from approved vendors at bulk state negotiated prices. This membership is usually required prior to the first purchase; however, the pre-purchase requirement was waived in order to speed up the process to acquire PPE and other needed items quickly. MHRB was able to purchase a large amount of hand sanitizer that was unlocatable on the open market. The sanitizer was distributed to providers and a second order is being made.

The attached resolution is required by DAS in order to continue with future purchases. The membership cost is \$235.

**20-25** To approve the DAS resolution to become a member of the purchasing group as is stated in the attached resolution (Attachment #1).

Motion: Prendergast Second: Gupta No opposition. Motion carried.

## **FORENSIC SERVICES AGREEMENT**

Ohio State law mandates that boards provide treatment and compliance monitoring for residents placed on conditional release commitment. A forensic monitor acts as a liaison between the court and treatment providers, completes assessments and provides reports and testimony to the court. Montgomery County ADAMHS has the mandate to provide such services to residents of Montgomery County. Montgomery County board has a client who needs forensic monitoring but is residing in Warren County.

Mental Health Recovery Board Serving Warren and Clinton Counties' (MHRB) forensic monitor, JCA Forensics LLC, is willing and able to provide the necessary monitoring function as required by state law. A service agreement is signed between MHRB and Montgomery County ADAMHS for the period of January 1, 2020 to December 31, 2021. Montgomery County ADAMHS will reimburse MHRB for the forensic monitoring that JCA Forensics, LLC provides for the Montgomery county resident, up to \$20,000 during this two-year agreement.

MHRB's current service agreement with JCA Forensics, LLC is for Warren and Clinton County residents only. A service agreement addendum with JCA Forensics, LLC is needed through June 30, 2020 due to the contract agreement between MHRB and Montgomery County ADAMHS. Effective July 1, 2020 these services will be combined to our regular service agreement with JCA Forensics, LLC.

**20-26** To authorize the executive director to sign a service agreement amendment with JCA Forensics, LLC not to exceed \$5000 for the forensic monitoring services for a Montgomery county resident during fiscal year ending 6/30/2020 and to authorize billing and reimbursement with Montgomery County ADAMHS of overall expenditures, not to exceed \$20,000 for the time period of 01/01/2020 -12/31/2021.

Motion: Westendorf Second: Kirby No opposition. Motion carried.

## **EXECUTIVE SESSION**

**20-27** To move into Executive Session to conference with the board's attorney about pending or imminent court action.

Motion: Wagstaff      Second: Woodrow

Roll Call Vote:

Marsha Wagstaff    yes  
Pat Prendergast    yes  
Sharon Woodrow    yes  
Rachel Sams        yes  
Shelley Stanforth    yes  
Jonathan Westendorf    yes  
Kristin Taulbee     yes  
Rahul Gupta        yes  
Jenni Frazer        yes  
Sarah Kirby        yes  
Tiffany Mattingly    yes

**20-28** To adjourn from Executive Session.

Motion: Westendorf      Second: Woodrow

Roll Call Vote:

Marsha Wagstaff    yes  
Pat Prendergast    yes  
Sharon Woodrow    yes  
Rachel Sams        yes  
Shelley Stanforth    yes  
Jonathan Westendorf    yes  
Kristin Taulbee     yes  
Rahul Gupta        yes  
Jenni Frazer        yes  
Sarah Kirby        yes  
Tiffany Mattingly    yes

## **ADJOURNMENT**

**20-29** To adjourn the April 21, 2020 board of directors meeting.

Motion: Westendorf      Second: Stanforth      No opposition. Motion carried.

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Secretary

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Chairperson