



HURON COUNTY BOARD OF MENTAL HEALTH AND ADDICTION SERVICES

2 Oak Street
Norwalk, Ohio 44857

April 21st, 2020 BOARD MEETING AGENDA

Location: Zoom

<https://zoom.us/j/5853755182?pwd=eXhUUGhPNDhCekZHcWJFNHFZWjJoUT09>

Meeting ID: 585 375 5182, Password: 44857

To call in: (929) 205-6099, Meeting ID: 585 375 5182, Password: 44857

Rules for the Public

- You are only permitted to listen, not participate (until any scheduled public comment time).
- Your phones/computers must be muted during the meeting.
- If you are inadvertently disconnected, you are responsible for calling/logging back in to reconnect to the meeting.
- The meeting will be halted temporarily if it becomes aware that a governing board member was dropped from the meeting until that board member can reconnect.

Rules for Board Members

- Roll call will be taken at the begin of the meeting
- A quorum is still required to conduct the meeting
- If you are inadvertently disconnected from the meeting, you should immediately notify a staff contact running the meeting so that the meeting can be halted until you announce that you have re-connected.
- If a board member knows they have to leave the meeting early, they should inform staff in advance and announce when they are disconnecting.
- Minutes must still be taken
- If executive session is needed for authorized purposes per regular requirements, it should be held at the beginning of the meeting since the public are not permitted to join. The public will then be permitted to join when the board returns to open session in order to take action.

Time		Who
6:02 PM	Call to Order	Board Chair
	Guest Introductions	
	Approval of Board Minutes	
	Board Chair Report	Board Chair
	Executive Director's Report	Ex. Director
	Committee Meeting Reports <ul style="list-style-type: none"> • Program Committee <ul style="list-style-type: none"> ○ Families First Coronavirus Response Act Policy ○ May Governance Committee Meeting • Finance Committee <ul style="list-style-type: none"> ○ COVID-19 funding ○ LOSS Coordinator ○ Approval of Financial Report ○ Approval of March List of Bills 	
	Old Business	
	Meeting Discussion/New Business	
	Guest Introductions/Announcements	
6:58	Adjournment	Board Chair



April 21, 2020

I. CALL TO ORDER

Meeting called to order at __6:02__ PM.

Board Members in attendance:

X	Katie Chieda	X	Ben Chaffee, Jr.	X	Rob Duncan
X	Lisa Hivnor	X	Julie Landoll	X	Kenneth Murray
X	Steve Barnes	X	Dorothy Ruffer	X	Tom Sharpnack
	Steven Fawcett -Absent	X	Mike White	X	DeEtte Zimmerman
X	Lenora Minor				

X	Kristen Cardone, Executive Director	X	Ashley Morrow, Administrative Assistant
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Ms. Cardone reviewed the meeting rules for the public and Board members.

II. GUEST INTRODUCTIONS

- Dr. Steven Burgraff (Family Life Counseling), Drew Riley (Peer Supporter), Jacki Salter (Firelands Counseling & Recovery Services), Jessica Dickman (Family Life Counseling), and Erin Bohne (community member)

III. APPROVAL OF BOARD MEETING MINUTES

MOTION:	To approve the March 10, 2020 meeting minutes of the Huron County Board of Mental Health and Addiction Services as sent on March 17, 2020.		
1			
Motion Made By:	Steve Barnes	Seconded:	Mike White

10	Katie Chieda	4	Ben Chaffee, Jr.	2	Rob Duncan
7	Lisa Hivnor	12	Julie Landoll	1	Kenneth Murray
6	Steve Barnes	9	Dorothy Ruffer	8	Tom Sharpnack
	Steven Fawcett -Absent	3	Mike White	11	DeEtte Zimmerman
5	Lenora Minor				

No Opposition

IV. BOARD CHAIR REPORT

- Ms. Chieda shared that at this time she does not have anything to report as the Board Chair.

V. EXECUTIVE DIRECTOR REPORT

- Ms. Cardone shared an agency update regarding Teen Challenge in Willard:
 - Ms. Cardone shared that Teen Challenge temporarily closed due to COVID related concerns and contributions being down. Ms. Cardone spoke with Mike Leonard, the Director of the treatment facility, to find out if there is anything the Board can do to assist. Mr. Leonard shared the organization is working on identifying solutions to reopen soon.
 - Ms. Cardone shared that Family Life, Firelands, and Oriana House are still operating and seeing both current clients and new clients. She added that services are available electronically at all locations.
- Ms. Cardone shared a State update:
 - Ms. Cardone shared that the current focus at state level is preparing for a surge in behavioral health needs due to COVID. Ms. Cardone said she is working with providers to ensure crisis services are prepared to meet the demand. Ms. Cardone added that MHAS staff is continuing to focus on positive messaging throughout the community.
- Ms. Cardone shared a Community update:
 - Ms. Cardone shared that since mid-March, the county is seeing an increase in mental health calls through 911. Ms. Cardone shared that MHAS staff are addressing this issue by sending resources to the homes and making follow up phone calls approximately one week later. Ms. Cardone added that overdose deaths have increased in some parts of the state, however, Huron County numbers are not increasing at this time. She stated that since mid-March we have had 3 overdose deaths which is consistent with our numbers over the past 6 months.
 - Ms. Cardone shared that the Huron County support line calls are continuing to increase. Approximately half the calls are due to MH or stress and the other half are regarding questions about resources.
- Ms. Cardone shared that the Huron County Moves program is up and running and was promoted in Board's most recent newsletter. Board staff has purchased items for a gift basket for the program as approved by finance committee. Ms. Cardone added that the Wellness challenges for all contracted agencies began this week as approved by finance committee. Ms. Cardone added that Ms. Morrow is working on identifying additional grant opportunities and the Board will be discussing relevant opportunities during May Board meeting.

VI. COMMITTEE MEETING REPORTS

- **PROGRAM COMMITTEE REPORT**
 - Mr. Barnes shared that The Program Committee met on Monday, April 13th via Zoom.
 - Mr. Barnes stated that Ms. Cardone shared with the Committee the Families First Coronavirus Response Act Policy and the accompanying resolution signed by the Huron County Commissioners. The Families First Coronavirus Response Act is an Act of Congress and requires certain employers to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. The policy and a copy of the signed resolution may be found in

Attachment I.

- Families First Coronavirus Response Act Policy (Attachment I)

MOTION: 2	Approval to adopt the Families First Coronavirus Response Act Policy as shown in Attachment I effective immediately and ending on December 31, 2020.		
Motion Made By:	Lisa Hivnor	Seconded:	Ben Chaffee, Jr.

1	Katie Chieda	5	Ben Chaffee, Jr.	9	Rob Duncan
2	Lisa Hivnor	6	Julie Landoll	10	Kenneth Murray
3	Steve Barnes	7	Dorothy Ruffer	11	Tom Sharpnack
	Steven Fawcett -Absent	8	Mike White	12	DeEtte Zimmerman
4	Lenora Minor				

No Opposition

- Ms. Cardone recommended the Board consider cancelling the Governance Committee meeting scheduled for May 4, 2020 as at this time there are no agenda items to be reviewed. The Committee was in support of this recommendation.

- May Governance Committee Meeting

MOTION: 3	Approve cancellation of the May Governance Committee meeting scheduled for May 4, 2020.		
Motion Made By:	Rob Duncan	Seconded:	Tom Sharpnack

12	Katie Chieda	4	Ben Chaffee, Jr.	7	Rob Duncan
11	Lisa Hivnor	3	Julie Landoll	8	Kenneth Murray
10	Steve Barnes	2	Dorothy Ruffer	6	Tom Sharpnack
	Steven Fawcett -Absent	1	Mike White	5	DeEtte Zimmerman
9	Lenora Minor				

No Opposition

MOTION: 4	To approve the April 13, 2020 Program Committee meeting minutes as sent on April 16, 2020.		
Motion Made By:	Lisa Hivnor	Seconded:	Ben Chaffee, Jr.

1	Katie Chieda	12	Ben Chaffee, Jr.	5	Rob Duncan
2	Lisa Hivnor	11	Julie Landoll	6	Kenneth Murray
3	Steve Barnes	10	Dorothy Ruffer	7	Tom Sharpnack
	Steven Fawcett -Absent	9	Mike White	8	DeEtte Zimmerman
4	Lenora Minor				

No Opposition

- **FINANCE COMMITTEE REPORT**

- Ms. Hivnor shared that The Finance Committee met on Tuesday, April 14th via Zoom.

- Ms. Cardone shared with the Committee the Board’s response to the COVID-19 pandemic which includes planning for isolation units for individuals residing in recovery homes and adult care facilities in Huron County, should an individual in one of the residences become ill with COVID-19. Ms. Cardone requested the Board allocate additional funds, in an amount not to exceed \$50,000, to be used for isolation units and other needs related to the coronavirus pandemic. \$25,204.00 will be allocated from regional detox funding and the remaining \$24,796.00 will be allocated from levy reserves. The Committee was in support of this recommendation.

- COVID-19 funds

MOTION: 5	Allocate \$25,204.00 from regional detox funding and \$24,796.00 from Levy Reserve funding and authorize Executive Director to use these funds, in an amount not to exceed \$50,000.00, to respond to issues and needs related to the coronavirus pandemic.
Motion Made By:	Ben Chaffee, Jr. Seconded: Tom Sharpnack

1	Katie Chieda	7	Ben Chaffee, Jr.	8	Rob Duncan
2	Lisa Hivnor	6	Julie Landoll	9	Kenneth Murray
3	Steve Barnes	12	Dorothy Ruffer	10	Tom Sharpnack
	Steven Fawcett -Absent	5	Mike White	11	DeEtte Zimmerman
4	Lenora Minor				

No Opposition

- In response to a request from the Emergency Operations Center, Ms. Cardone is working with the Huron County LOSS Coordinator to create the Family Support Program, which will provide outreach and support to families who have a loved one that has been diagnosed with, or passed away from, COVID-19. Ms. Cardone shared with the Committee the need for additional funding for the remainder of FY20, in an amount not to exceed \$10,000.00 to support an increase in hours worked by the LOSS Coordinator to create and implement the Family Support Program. The Committee was in support of this contract addendum. We will need a motion to approve.

- LOSS Coordinator

MOTION: 6	Authorize Executive Director to enter into a contract addendum with Darrell Shumpert, Huron County LOSS Coordinator, for the remainder of FY2020 in an amount not to exceed \$10,000.00, for a total contracted amount for FY2020 of \$16,213.00.
Motion Made By:	Ken Murray Seconded: Julie Landoll

12	Katie Chieda	8	Ben Chaffee, Jr.	5	Rob Duncan
11	Lisa Hivnor	7	Julie Landoll	4	Kenneth Murray
10	Steve Barnes	2	Dorothy Ruffer	3	Tom Sharpnack
	Steven Fawcett -Absent	6	Mike White	1	DeEtte Zimmerman
9	Lenora Minor				

No Opposition

- Ms. Hivnor shared that committee members reviewed the Board’s Financial Report through March 31, 2020 and this report may be found in Attachment II.

- Financial Report (Attachment II)

MOTION: 7	To approve the Financial Report through March 31, 2020 as included in Attachment II.		
Motion Made By:	Rob Duncan	Seconded:	Ken Murry

4	Katie Chieda	9	Ben Chaffee, Jr.	10	Rob Duncan
3	Lisa Hivnor	8	Julie Landoll	11	Kenneth Murray
2	Steve Barnes	6	Dorothy Ruffer	12	Tom Sharpnack
	Steven Fawcett -Absent	5	Mike White	7	DeEtte Zimmerman
1	Lenora Minor				

No Opposition

- Committee members reviewed the March List of Bills which may be found in Attachment III.

- March 2020 List of Bills (Attachment III)

MOTION: 8	To approve the March 2020 List of Bills as included in Attachment III.		
Motion Made By:	Rob Duncan	Seconded:	Julie Landoll

12	Katie Chieda	8	Ben Chaffee, Jr.	4	Rob Duncan
11	Lisa Hivnor	7	Julie Landoll	3	Kenneth Murray
10	Steve Barnes	6	Dorothy Ruffer	2	Tom Sharpnack
	Steven Fawcett -Absent	5	Mike White	1	DeEtte Zimmerman
9	Lenora Minor				

No Opposition

MOTION: 9	To approve the April 14, 2020 Finance meeting minutes as sent on April 16, 2020.		
Motion Made By:	Mike White	Seconded:	Rob Duncan

1	Katie Chieda	5	Ben Chaffee, Jr.	9	Rob Duncan
2	Lisa Hivnor	6	Julie Landoll	10	Kenneth Murray
3	Steve Barnes	7	Dorothy Ruffer	11	Tom Sharpnack
	Steven Fawcett -Absent	8	Mike White	12	DeEtte Zimmerman
4	Lenora Minor				

No Opposition

VII. OLD BUSINESS

- Ms. Minor asked if the Board was ready to move forward with hiring a third staff member. She stated that she currently has a candidate through a DJFS program that she feels would be a good fit for the position however it would be a “summer temp” position to start out. She asked if the Board was interested in starting the interview process.
- Board members discussed with Ms. Cardone and Ms. Morrow what their thoughts were on moving forward with interviewing for the additional staff. Ms. Cardone agreed to set up meeting after May 1st with the individual and will reach out to the Board’s legal representative, Mr. Randal Strickler, to discuss this position.

VIII. MEETING DISCUSSION/NEW BUSINESS

- Ms. Cardone shared that she agreed to participate in a group organized by the Huron County Commissioners to help develop a plan to assist employers with reopening businesses as the restrictions of the stay-at-home order are reduced. She added that during this meeting, the Commissioners asked the MHAS Board to support a letter they would submit to Lt. Governor Husted which voices their concerns regarding the economic impact of the stay-at-home order. The letter asks Lt. Governor Husted to work with Huron County to develop a plan around safely opening most of the closed businesses in the area. Ms. Cardone stated she shared the letter with Ms. Chieda and Ms. Hivnor, and after speaking with both of them it was determined by those members of the Executive Committee that it was in the best interest of the Board to decline support of the letter.
- Ms. Hivnor asked if there were any updates on the construction for the office space.
 - Ms. Cardone stated she had reached out to Legends the previous week to see when they would be scheduled to finish the renovations. Ms. Cardone stated they are waiting for approval of plans from Richland County and will finish the renovations at one time.

IX. GUEST ANNOUNCEMENTS

- There were no guest announcements.

X. ADJOURNMENT

MOTION: 10	To adjourn the April 21 st , 2020 Huron County Board of Mental Health and Addiction Services Board meeting.		
Motion Made By:	Rob Duncan	Seconded:	Tom Sharpnack

12	Katie Chieda	8	Ben Chaffee, Jr.	4	Rob Duncan
11	Lisa Hivnor	7	Julie Landoll	3	Kenneth Murray
10	Steve Barnes	6	Dorothy Ruffer	2	Tom Sharpnack
	Steven Fawcett	5	Mike White	1	DeEtte Zimmerman
9	Lenora Minor				

No Opposition

The April 21, 2020 meeting of the Board adjourned at _6:58__p.m.

Attachment I

FAMILIES FIRST CORONAVIRUS RESPONSE ACT POLICY

FAMILY AND MEDICAL LEAVE EXPANSION AND EMERGENCY SICK LEAVE

Effective April 1, 2020, and ending on December 31, 2020, employees will be entitled to the limited use, expanded leave in the following manner:

I. Family and Medical Leave Expansion- “Public Health Emergency Leave”

The Employer’s Family and Medical Leave Policy is hereby amended to include eligible employees who, because of a qualifying need related to a public health emergency, have need to avail themselves of “Public Health Emergency Leave,” as defined below.

Traditional Family and Medical Leave will remain available to all employees otherwise entitled to such leave, unpaid and under existing Employer policy, and its provisions are only changed herein insofar as the application of the new “Public Health Emergency Leave” benefit described herein.

- A. An eligible employee is entitled to take up to twelve (12) weeks of Family and Medical Leave, provided the employee has not utilized such Leave prior to the need for Public Health Emergency Leave, and such leave is for a qualifying need related to the COVID-19/Coronavirus public health emergency. An employee becomes eligible for public health emergency leave after being employed for at least thirty (30) calendar days by the Employer with respect to whom leave is requested
- B. Public Health Emergency leave will only be for a qualifying need related to a public health emergency. The only qualifying need related to a public health emergency recognized by this policy is for an employee who is unable to work (or telework) due to a need for leave to care for the son or daughter under eighteen (18) years of age of such employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to a public health emergency.
- C. Public Health Emergency Leave will consist of unpaid leave for the first ten (10) days a qualified employee takes public health emergency leave. An employee may elect to substitute any accrued vacation leave, personal leave, or medical or sick leave for unpaid leave during the first ten (10) days of public health emergency leave.

After the first ten (10) days of public health leave, an Employer shall provide paid leave for each day of public health emergency leave remaining of the

employee's overall FMLA entitlement that an employee takes after taking leave under such section for ten (10) days.

The amount of pay that an eligible full-time employee may receive, as provided in the previous paragraph, will be calculated based on an amount that is not less than two-thirds (2/3) of an employee's regular rate of pay; and the number of hours the employee would otherwise be normally scheduled to work

- D. For part-time employees or employees with varying schedules, and to the extent that an Employer is unable to determine with certainty the number of hours the employee would have worked if such employee had not taken public health emergency leave or other leave, the Employer shall use the following in place of such number:

a number equal to the average number of hours that the employee was scheduled per day over the 6-month period ending on the date on which the employee takes such leave, including hours for which the employee took leave of any type.

Also, if the employee did not work over such period, the reasonable expectation of the employee at the time of hiring of the average number of hours per day that the employee would normally be scheduled to work.

- E. Regardless of whether the employee is full-time, part-time, seasonal, or otherwise, in no event shall any pay in this policy for public health emergency leave exceed \$200 per day and \$10,000 in the aggregate.
- F. In any case where an employee has the necessity for public health emergency leave and the need is foreseeable, an employee shall provide the Employer with such notice of leave as soon as is practicable. The Employer will provide a form for such request that the employee must fill and return to the Employer as soon as is practicable. A failure to provide practicable notice may result in the employee being absent without approved leave.

G. **Special Rule for Health Care Providers and Emergency Responders**

An Employer of an employee who is a health care provider or an emergency responder may elect to exclude such employee from the application of the provisions in the amendments made under of section 3102 of this Act.

The Employer has elected, pursuant to the Family and Medical Leave Expansion Act to exclude health care providers and emergency responders from the application of the new public health emergency leave. Thus, any such employees are excluded from receiving these additional leave public health emergency leave provisions. Please discuss any leaves that may be available with the appointing authority if you meet the definition of a health care provider or emergency responder.

- H. Under the Family and Medical Leave Expansion Act, the requirements that an Employer to restore an employee who returns from FMLA leave to his or her position or an equivalent one do not apply to Employers with fewer than 25 employees if certain conditions are met:
- i. the employee takes public health emergency leave;
 - ii. the employee's position no longer exists due to economic conditions or other changes in the Employer's operating conditions that affect employment and are caused by the COVID-19/Coronavirus emergency;
 - iii. the Employer makes reasonable efforts to restore the employee to an equivalent position; **and**
 - iv. if the Employer cannot restore the employee to an equivalent position, the Employer makes reasonable efforts to contact the employee if an equivalent position becomes available during the "contact period." The "contact period" is one year from either (a) the date public health emergency leave ends, or (b) the date that is 12 weeks after public health emergency leave starts, whichever is earlier.

II. Definitions

- A. "Child care provider" means a provider who receives compensation for providing child care services on a regular basis.
- B. "*Eligible Employee*" means an employee who has been employed for at least 30 calendar days by the Employer with respect to whom leave is requested.
- C. "Health Care Provider" and "Emergency Responder" includes, but is not limited to an employee engaged by the Employer to function as a Physician, Public Health Nurse, Registered Nurse, Licensed Practical Nurse, Sanitarian (including those in training), Health Agency staff and employees who has as his/her job duties the requirement to provide and/or directly support the provision of health care services for an Employer, Sworn Police Officer, Sheriff's Deputy, Township Constable, Firefighter, Firefighter/EMT, Firefighter/Paramedic, Dispatcher, Communications Officer, Corrections Officer, Jailer, ambulance service provider, Emergency Management Agency Personnel (including Directors, 911 Coordinator(s), and related employees), or any employee who has as his/her job duties the requirement to provide and/or directly support the provision of law enforcement, public safety, emergency response services, rescue workers, and ambulance service providers, or any other classification of employee not designated above who is included in the term emergency responder through federal regulation. Additionally, pursuant to Public Law 116-127, emergency responder includes and/or excludes any other classifications or types of employees performing duties that the Department of Labor Secretary deems appropriate

under this category through guidance or rules provided subsequent or concurrent to the adoption of this policy.

- D. “Employer” means any public sector agency or any private sector entity with fewer than five hundred employees.
- E. “*Public Health Emergency*” means an emergency with respect to COVID–19 declared by a Federal, State, or local authority.
- F. “Public Health Emergency Leave” means a particular type of Family and Medical Leave that is in part unpaid and paid that qualified employees may utilize in response to the COVID-19/Coronavirus pandemic.
- G. “Qualifying need related to a public health emergency” means that, for the purposes of the Family and Medical Leave Expansion Act, the employee is unable to work (or telework) due to a need for leave to care for the son or daughter under 18 years of age of such employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to a public health emergency.
- H. “School” means an elementary school or secondary school as such terms are defined in section 8101 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7801).

III. EMERGENCY PAID SICK LEAVE ACT LEAVE

- A. The Employer’s Sick Leave Policy is hereby amended to include Emergency Paid Sick Leave to eligible employees who are unable to work or telework, due to a need for leave because
 - (1) The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID–19.
 - (2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID–19.
 - (3) The employee is experiencing symptoms of COVID–19 and seeking a medical diagnosis.

RESOLUTION

IN THE MATTER OF ADOPTING THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT POLICY

Terry Boose moved the adoption of the following resolution:

WHEREAS, the Families First Coronavirus Response Act (FFCRA) requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. and

WHEREAS, these provisions will apply from April 1, 2020 through December 31, 2020; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby adopts the Families First Coronavirus Response Act Policy as attached hereto and incorporated herein; and further

BE IT RESOLVED, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Bruce Wilde seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

<u>YES</u>	<u>Terry Boose</u> Terry Boose
<u>yes</u>	<u>Joe Hantz</u> Joe Hantz
<u>YES</u>	<u>Bruce Wilde</u> Bruce Wilde

CERTIFICATION

I do hereby certify that the above is a true and correct copy of the resolution passed by the Board of Huron County Commissioners on 3/27/2020 and is recorded in the Commissioners Journal Volume 100.

Vickie Zumba
Administrator/Clerk

Attachment II

Calendar Year 2020 Receipts and Cash Journal							
March 2020							
	Account Number	Description	Accumulated From Previous Report	Current Month's Report	Accumulated Year-to-Date	% of Anticipated Revenue	Anticipated CY Revenue
FEDERAL FUNDS							
Title 19	100.100.10165		0.00	0.00	0.00	#DIV/0!	0.00
Title XX	100.100.10165	Fed MH	0.00	0.00	0.00	0.0%	40,285.00
MH Block Grant	100.100.10126	Fed MH	35,576.00	0.00	35,576.00	84.1%	42,304.00
ADTR Block Grant	100.100.10122	Fed AOD	47,423.00	0.00	47,423.00	25.0%	189,692.00
ODADAS Medicaid	100.100.10128	Fed AOD Medicaid	0.00	0.00	0.00	#DIV/0!	0.00
Federal Grants	100.100.10167	Federal Grants	38,549.30	0.00	38,549.30	24.6%	156,526.71
STATE FUNDS							
MH Subsidy	100.100.10121	State MH	185,493.00	0.00	185,493.00	21.2%	875,700.00
Recovery Housing	100.100.10123	State AOD	11,475.00	11,475.00	22,950.00	50.0%	45,900.00
AOD Subsidy	100.100.10127	State AOD	68,538.50	0.00	68,538.50	43.6%	157,074.50
State Grants	100.100.10166	State MH & Aod	8,750.00	4,805.04	13,555.04	18.1%	74,998.00
LOCAL FUNDS							
Real Estate Tax	100.100.10100	Huron Levy	0.00	309,462.54	309,462.54	58.9%	525,000.00
Tangible Personal Tax	100.100.10101	Huron Levy	0.00	0.00	0.00	0.0%	3,000.00
Taxes- Rollback & Homestead	100.100.10102	Huron Levy	0.00	0.00	0.00	0.0%	18,000.00
Other Receipts	100.100.10170	Other Receipts	14,261.48	0.00	14,261.48	285.2%	5,000.00
IDAT	100.100.10168	IDAT	0.00	0.00	0.00	0.0%	10,000.00
TOTAL RECEIPTS:			\$ 410,066.28	\$ 325,742.58	\$ 735,808.86	34.3%	2,143,480.21
CASH JOURNAL RECONCILIATION							
Beginning Cash Balance:			\$ 3,791,429.18				
Plus: Receipts			325,742.58				
Equals: Total Balance			\$ 4,117,171.76				
Minus: Expenditures			(191,316.25)				
Equals: Ending Balance			\$ 3,925,855.51				
Minus: Encumbrances			(1,275,229.18)				
Equals:			\$ 2,650,626.33				

Mar-20	EXPENDITURES					
LINE ITEM ACCOUNT	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	YEAR-TO-DATE PERCENTAGE	* OUTSTANDING ENCUMBRANCES	BUDGETED APPROPRIATION	UNENCUMBERED BALANCE
SALARIES 100.100.00125	9,384.12	28,152.30	16.7%	0.00	168,491.00	140,338.70
SUPPLIES 100.100.00175	736.67	2,611.28	17.4%	12,388.72	15,000.00	12,388.72
EQUIPMENT 100.100.00200	0.00	0.00	0.0%	0.00	2,000.00	2,000.00
CONTRACT REPAIRS 100.100.00275	175,328.68	620,898.19	27.5%	1,636,378.02	2,257,276.21	1,636,378.02
RESIDENTIAL PROGRAM 100.100.00280	0.00	0.00	#DIV/0!	0.00	0.00	0.00
TRAVEL 100.100.00300	564.70	865.90	12.0%	6,334.10	7,200.00	6,334.10
O.P.E.R.S. 100.100.00400	1,970.66	4,598.22	11.4%	0.00	40,438.00	35,839.78
WORKERS' COMP 100.100.00425	0.00	895.98	28.0%	0.00	3,201.33	2,305.35
UNEMPLOYMENT 100.100.00450	0.00	0.00	#DIV/0!	0.00	0.00	0.00
MEDICARE 100.100.00460	131.12	393.36	16.1%	0.00	2,443.12	2,049.76
OTHER EXPENSES 100.100.00475	674.29	3,441.26	5.2%	32,242.03	66,509.00	63,067.74
HOSPITALIZATION 100.100.00500	2,526.01	7,578.03	21.1%	0.00	36,000.00	28,421.97
TOTAL:	191,316.25	669,434.52	25.8%	1,687,342.87	2,598,558.66	1,929,124.14

Attachment III

**Huron County
Audit Trail by Account**

Accounts: 100.100.00125 to 100.100.00500		Account Types: All	
From: 3/1/2020 to 3/31/2020		Journal Definitions: Multiple	
Date	Line Description	Source Document	Debit Amount Credit Amount
100.100.00125 Salaries			
03/06/2020	Gross: 2020.03.06 Payroll		\$4,692.06 \$0.00
03/20/2020	Gross: 2020.03.20 Payroll		\$4,692.06 \$0.00
100.100.00125 Total:			\$9,384.12 \$0.00
100.100.00175 Supplies			
03/11/2020	LEVY Office Supplies from 293943 - 2020.03.1	CK0000396017-01 PO2020-00156 Amazon Capital Services	\$282.97 \$0.00
03/18/2020	LEVY Copy Paper from 294447 - 2020.03.18 Non	CK0000396200-01 PO2020-00156 Roesch Associates Inc	\$48.90 \$0.00
03/18/2020	LEVY office supplies from 294447 - 2020.03.1	CK0000396199-01 PO2020-00156 Amazon Capital Services	\$63.44 \$0.00
03/25/2020	LEVY cleaning supplies and keys from 294950	CK0000396414-01 PO2020-00156 Ashley Morrow	\$23.45 \$0.00
03/25/2020	LEVY office supplies-tables and table cloths	CK0000396413-01 PO2020-00156 Amazon Capital Services	\$261.10 \$0.00
03/25/2020	LEVY office supplies from 294950 - 2020.03.2	CK0000396432-01 PO2020-00156 Kristen Cardone	\$56.81 \$0.00
100.100.00175 Total:			\$736.67 \$0.00
100.100.00275 Contract Repairs			
03/04/2020	Void Pmt for Inv 20-0142 Inv OSS0117564 Ln G	CK0000395657-01 PO2020-00157 OhioMHAS Ohio Pharmacy Services	\$0.00 \$3,796.52
03/04/2020	LEVY RES QRT Services from 293548 - 2020.03.	CK0000395831-01 PO2020-00157 Kevin Christopher Mount	\$62.50 \$0.00
03/04/2020	GRF 421 Comm Invest ALERT Services from 2935	CK0000395846-01 PO2020-00157 Stacie Lynne Hannon	\$78.40 \$0.00
03/04/2020	GRF 421 MH Rescue Services from 293548 - 202	CK0000395825-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$2,395.95 \$0.00
03/04/2020	LEVY Liability Insurance Premiums from 29354	CK0000395812-01 PO2020-00157 Cincinnati Financial Corporation	\$1,375.00 \$0.00
03/04/2020	LEVY RES QRT Services from 293548 - 2020.03.	CK0000395820-01 PO2020-00157 Drew Riley	\$12.50 \$0.00
03/04/2020	GRF 421 Comm Invest ALERT Services from 2935	CK0000395820-01 PO2020-00157 Amber R Pugh	\$280.00 \$0.00
03/04/2020	GRF 421 MH GOSH 022520 from 293548 - 2020.03	CK0000201413-01 PO2020-00157 Family Life Counseling and Psychiat	\$80.00 \$0.00
03/04/2020	GRF 421 AOD GOSH 022520 from 293548 - 2020.0	CK0000201413-01 PO2020-00157 Family Life Counseling and Psychiat	\$450.18 \$0.00
03/04/2020	SOR FFY20 Services from 293548 - 2020.03.04	CK0000395822-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$236.62 \$0.00
03/04/2020	LEVY RES Jan 20 Age Exchange Program from 29	CK0000201416-01 PO2020-00157 Services for Aging Inc	\$9,313.62 \$0.00
03/04/2020	GRF 421 MH Inpatient Services from 293548 -	CK0000201422-01 PO2020-00157 MHR Board of Erie & Ottawa Counties	\$3,016.00 \$0.00
03/04/2020	GRF 421 Comm Invest Recovery to Work Program	CK0000395823-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$4,057.40 \$0.00
03/04/2020	ODSA SHP Transitional Housing Grant from 293	CK0000201422-01 PO2020-00157 Catholic Charities Diocese of Toled	\$10,453.60 \$0.00
03/04/2020	GRF 421 Comm Invest ALERT Services from 2935	CK0000395845-01 PO2020-00157 Sandra Koehler	\$25,000.00 \$0.00
03/11/2020	LEVY 012820-022620 Electric Service from 293	CK0000396018-01 PO2020-00157 Ohio Edison	\$25.00 \$0.00
03/11/2020	LEVY Feb 20 Cell Phone Reimbursement from 29	CK0000396020-01 PO2020-00157 Ashley Morrow	\$60.00 \$0.00
03/11/2020	LEVY Feb 20 Cell Phone Reimbursement from 29	CK0000396021-01 PO2020-00157 Kristen Cardone	\$60.00 \$0.00
03/11/2020	GRF 421 MH Legal Services from 293943 - 2020	CK0000396019-01 PO2020-00157 Carla B Davis	\$250.00 \$0.00
03/11/2020	GRF 421 MH GOSH 030320 from 293943 - 2020.03	CK0000201540-01 PO2020-00157 Family Life Counseling and Psychiat	\$3,708.07 \$0.00
03/11/2020	GRF 421 AOD GOSH 030320 from 293943 - 2020.0	CK0000201540-01 PO2020-00157 Family Life Counseling and Psychiat	\$1,451.63 \$0.00
03/18/2020	LEVY office renovation services from 294447	CK0000396204-01 PO2020-00157 Russwood Enterprises LTD	\$32,371.50 \$0.00

Audit Trail by Account
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Date	Line Description	Source Document	Debit Amount	Credit Amount
03/18/2020	LEVY phone.com services from 294447 - 2020.0	CK0000396206-01 P02020-00157 Phone.com	\$484.99	\$0.00
03/18/2020	GRF 421 AOD GOSH 030920 from 294447 - 2020.0	CK0000201629-01 P02020-00157 Family Life Counseling and Psychiat	\$1,348.43	\$0.00
03/18/2020	GRF 421 MH GOSH 030920 from 294447 - 2020.03	CK0000201629-01 P02020-00157 Family Life Counseling and Psychiat	\$369.54	\$0.00
03/18/2020	LEVY RES Jan-Feb 20 Mentoring Program Servc	CK0000201635-01 P02020-00157 Reach Our Youth (ROY) Inc	\$2,360.18	\$0.00
03/18/2020	SPF PFS Services from 294447 - 2020.03.18 No	CK0000396203-01 P02020-00157 Huron County Family and Children Fi	\$30,000.00	\$0.00
03/18/2020	GRF 421 MH Linkage Client Services from 2944	CK0000396201-01 P02020-00157 Firelands Counseling & Recovery Ser	\$167.35	\$0.00
03/18/2020	GRF 421 MH Indigent Client Services from 294	CK0000396202-01 P02020-00157 Firelands Counseling & Recovery Ser	\$3,558.80	\$0.00
03/18/2020	LEVY 012220-022220 Water & Sewer Services fr	CK0000201636-01 P02020-00157 City of Norwalk	\$108.20	\$0.00
03/25/2020	GRF 421 MH GOSH 030920 from 294447 - 2020.03	CK0000396205-01 P02020-00157 Firelands Counseling & Recovery Ser	\$13,744.02	\$0.00
03/25/2020	SOR FFY20 Services Inv 1335 from 294950 - 20	CK0000396427-01 P02020-00157 Firelands Counseling & Recovery Ser	\$10,042.32	\$0.00
03/25/2020	LEVY 040120-043020 Phone Services from 29495	CK0000396415-01 P02020-00157 Mitel Cloud Services Inc	\$178.54	\$0.00
03/25/2020	LEVY Guardianship Services from 294950 - 202	CK0000396420-01 P02020-00157 Mark Coriell LPA	\$363.00	\$0.00
03/25/2020	GRF 421 MH GOSH 031720 from 294950 - 2020.03	CK0000201698-01 P02020-00157 Family Life Counseling and Psychiat	\$741.06	\$0.00
03/25/2020	GRF 421 AOD GOSH 031720 from 294950 - 2020.0	CK0000201698-01 P02020-00157 Family Life Counseling and Psychiat	\$427.10	\$0.00
03/25/2020	GRF 421 MH Linkage Services from 294950 - 20	CK0000396419-01 P02020-00157 Firelands Counseling & Recovery Ser	\$167.35	\$0.00
03/25/2020	GRF 421 MH Inpatient Services Inv 1336 from	CK0000396422-01 P02020-00157 Firelands Counseling & Recovery Ser	\$6,390.03	\$0.00
03/25/2020	Title XX GOSH 031720 from 294950 - 2020.03.2	CK0000396423-01 P02020-00157 Firelands Counseling & Recovery Ser	\$7,777.29	\$0.00
03/25/2020	GRF 421 Comm Invest ALERT Services from 2949	CK0000396416-01 P02020-00157 Sandra Kocher	\$120.00	\$0.00
03/25/2020	LEVY 021720-031720 Gas Service from 294950 -	CK0000396430-01 P02020-00157 Columbia Gas of Ohio	\$69.94	\$0.00
03/25/2020	LEVY 031420-041320 MIP Program from 294950 -	CK0000396421-01 P02020-00157 ONNYX LLC	\$199.00	\$0.00
03/25/2020	LEVY RES QRT Services from 294950 - 2020.03.	CK0000396417-01 P02020-00157 Kevin Christopher Mount	\$25.00	\$0.00
03/25/2020	GRF 421 Comm Invest ALERT Services from 2949	CK0000396418-01 P02020-00157 Kay Smith	\$50.00	\$0.00
03/25/2020	GRF 421 MH Jan-Feb 20 Adult Advocacy Service	CK0000201704-01 P02020-00157 Catholic Charities Diocese of Toled	\$2,406.25	\$0.00
03/25/2020	MH BG GOSH 031720 from 294950 - 2020.03.25 N	CK0000201704-01 P02020-00157 Catholic Charities Diocese of Toled	\$1,729.76	\$0.00
03/25/2020	LEVY Meditation Services from 294950 - 2020.	CK0000396429-01 P02020-00157 Firelands Counseling & Recovery Ser	\$255.00	\$0.00
03/25/2020	GRF 421 MH GOSH 031720 from 294950 - 2020.03	CK0000396424-01 P02020-00157 Haven Hypnosis and Wellness LLC	\$76.67	\$0.00
03/25/2020	SAPT TX GOSH 031720 from 294950 - 2020.03.25	CK0000396431-01 P02020-00157 Firelands Counseling & Recovery Ser	\$155.22	\$0.00
03/25/2020	ATP FY20 Services Inv 1334 from 294950 - 202	CK0000396428-01 P02020-00157 Firelands Counseling & Recovery Ser	\$651.35	\$0.00
03/25/2020	GRF 421 Comm Invest ALERT Services from 2949	CK0000396426-01 P02020-00157 Firelands Counseling & Recovery Ser	\$185.00	\$0.00
100.100.00275 Total:			\$179,125.20	\$3,796.52
100.100.00300 Travel				
03/04/2020	LEVY Feb 20 mileage reimbursement from 29354	CK0000395833-01 P02020-00158 Kristen Cardone	\$190.67	\$0.00
03/11/2020	LEVY Feb 20 Mileage Reimbursement from 29394	CK0000396021-01 P02020-00158 Kristen Cardone	\$126.50	\$0.00
03/25/2020	LEVY Mar 20 Mileage and Conf Registration re	CK0000396414-01 P02020-00158 Ashley Morrow	\$176.58	\$0.00
03/25/2020	LEVY Mar 20 mileage reimbursement from 29495	CK0000396432-01 P02020-00158 Kristen Cardone	\$70.95	\$0.00
100.100.00300 Total:			\$564.70	\$0.00
100.100.00400 OPERS				
03/25/2020	Matching for OPERS 2129-08 (Matching PERS) f	CK0000020020-22 O.P.E.R.S.	\$656.88	\$0.00
03/25/2020	Matching for OPERS 2129-08 (Matching PERS) f	CK0000020020-30 O.P.E.R.S.	\$656.89	\$0.00
03/25/2020	Matching for OPERS 2129-08 (Matching PERS) f	CK0000020020-53 O.P.E.R.S.	\$656.89	\$0.00
100.100.00400 Total:			\$1,970.66	\$0.00
100.100.00460 Medicare				
03/09/2020	Matching for Medicare (Matching Medicare) f	CK0000020017-35 Civista Bank - Payroll Taxes	\$65.56	\$0.00
4/2/2020 4:48 PM				V.3.16

Audit Trail by Account
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Date	Line Description	Source Document	Debit Amount	Credit Amount
03/23/2020	Matching for Medicare (Matching Medicare) f	CK0000020024-39 Civista Bank - Payroll Taxes	\$65.56	\$0.00
100.100.00460	Total:		\$131.12	\$0.00
100.100.00475	Other Expenses			
03/11/2020	LEVY meeting expense reimbursement from 2939	CK0000396020-01 PO2020-00159 Ashley Morrow	\$68.36	\$0.00
03/11/2020	LEVY meeting expense reimbursement from 2939	CK0000396021-01 PO2020-00159 Kristen Cardone	\$13.79	\$0.00
03/11/2020	LEVY meeting luncheon from 293943 - 2020.03.	CK0000396022-01 PO2020-00159 Pizza Post	\$217.20	\$0.00
03/18/2020	LEVY meeting expenses-food from 294447 - 202	CK0000396207-01 PO2020-00159 Livinlarge Inc	\$165.95	\$0.00
03/25/2020	LEVY Adobe and ZOOM subscriptions from 29495	CK0000396432-01 PO2020-00159 Kristen Cardone	\$208.99	\$0.00
100.100.00475	Total:		\$674.29	\$0.00
100.100.00500	Hospitalization			
03/03/2020	Deduction: Hartford Life Insurance 10,000 AI	CK0000395853-29 The Hartford	\$3.34	\$0.00
03/23/2020	Health Insurance-March from 294070 - CEBCO E	CK0000396450-01 Huron County Treasurer	\$2,522.67	\$0.00
100.100.00500	Total:		\$2,526.01	\$0.00
Grand Total:			\$195,112.77	\$3,796.52