



HURON COUNTY BOARD OF MENTAL HEALTH AND ADDICTION SERVICES

2 Oak Street
Norwalk, Ohio 44857

Mission: Ensure access to mental health and addiction services and resources for prevention, treatment, and recovery supports while educating and advocating for all community members.

June 20, 2023 BOARD MEETING AGENDA

Location: Huron County DJFS, 185 Shady Lane Drive, Norwalk

Time: 6:00pm

The public may attend in person or via Zoom.

<https://us06web.zoom.us/j/89184743407>

Meeting ID: 891 8474 3407, Passcode: 606111

Time		Who
6:01 PM	Call to Order	Board Chair
	Guest Introductions & Public Comment	
	Approval of Board Minutes	
	Presentations <ul style="list-style-type: none"> • OhioGuidestone • Huron County Juvenile Court 	
	Board Chair Report <ul style="list-style-type: none"> • Resignation • Oath of Office <ul style="list-style-type: none"> ○ John Soisson ○ Katie Chieda 	Board Chair
	Board Report	Ex. Director
	Committee Meeting Reports <ul style="list-style-type: none"> • Program Committee <ul style="list-style-type: none"> ○ ODH Adolescent Health Resiliency Grant • Finance Committee <ul style="list-style-type: none"> ○ FY24 Allocations ○ FY24 Northpoint ESC Contract ○ HEALing Communities Funding ○ May 2023 Financial Report ○ May 2023 List of Bills 	
	Executive Session	
	Old Business	
	Meeting Discussion/New Business	



June 20, 2023

I. CALL TO ORDER

Meeting called to order at _6:01__ PM.

Board Members in attendance:

X	Katie Chieda	X	Ben Chaffee, Jr.	X	Mitch Cawrse
X	Laura M. Wheeler	X	Julie Landoll	X	Silvia Hernandez
X	Amber Boldman	X	Nora Knople	X	Tom Sharpnack
X	Lenora Minor	X	John Soisson 6:02		Sandy Hovest - Excused
X	Carol Anderson – Left 7:23pm	X	Erin Bohne		

Board Staff: Ashley Morrow, Kristen Cardone, Cari Williamson

II. GUEST INTRODUCTIONS & PUBLIC COMMENT

- Mr. Ben Chaffee welcomed the guests, asked them to introduce themselves, and if they will be addressing the Board this evening.
 - Jaime Endsley, Huron County Juvenile Probate Court; Nicole Klimas-Morrison OhioGuidestone; Harry Brady, Huron County Commissioners-will be addressing the Board; Matt Roche Norwalk Ohio News; Zoom: Deanna England Oriana House.
 - Mr. Harry Brady praised the MHAS Board and Executive Director for all the work the Board puts into helping the community. After speaking with other county commissioners and learning they have little to no interaction with their MHAS Board’s, it confirmed that Huron County’s MHAS Board does great things for the community. He shared that he enjoys working with people, helping to make their lives better than when he first met them, and wants everyone to be as happy as possible. He shared with the Board members that he is available anytime to talk and gave the Board members his contact information.
 - Board members introduced themselves, shared where they work and some shared how behavioral health impacts them.

III. APPROVAL OF BOARD MEETING MINUTES

- Mr. Chaffee shared that the minutes from the May 16, 2023 Board meeting were sent to members on May 22, 2023.
 - Board members had no questions, comments, concerns, or further communication regarding May 2023 Board Meeting minutes.

MOTION: 1	To approve the May 16, 2023 meeting minutes of the Huron County Board of Mental Health and Addiction Services as sent on May 22, 2023.		
Motion Made By:	Lenora Minor	Seconded:	Silvia Hernandez

No opposition.

IV. PRESENTATIONS

- OhioGuidestone
 - Ms. Nicole Klimas-Morrison shared she is the director for Lorain, Huron, and Erie counties at OhioGuidestone. OhioGuidestone offers a range of mental health and substance use disorder services for children and adults. The closest physical office is Sandusky or Lorain. In Huron County they provide in-home treatment. Their program consists of 12-16 weeks working with different families on skill-building. A lot of their cases are court-ordered referrals. Their Early Childhood services are from birth-5 years old, with a focus on play-based therapy.
 - Court ordered clients have become more receptive to help now that services are provided in-home, and the clinicians have experience with being a parent. Currently one out of the nine cases are not engaging with their program.
 - MHAS provides funding for Early Childhood consultations which allows therapists to work with parents, teachers, counselors, and other professionals to offer the best treatment options and address healthy ways to raise and nurture a child to lead them to success. These services are provided in day care centers and preschools.
 - Ms. Klimas-Morrison shared they are currently working with Willard and Norwalk Head Start Programs and will hopefully help to expand the preschool program at Maplehurst elementary school in Norwalk.
 - Ms. Klimas-Morrison shared there is a referral line to refer people to these services or you may email her directly.
- Huron County Juvenile Court
 - Ms. Jaime Endsley shared that she started 2-3 weeks ago with Huron County Juvenile Court. Family Dependency Treatment Court is a voluntary program which provides support to Huron County residents who are parents who have lost custody of their child(ren) from a Dependency, Neglect, or Abuse (DNA) case. The program expectation is for the parents to submit random drug testing at least 3 times, to attend all court hearings, to attend at least three sober meetings per week, and to follow their case plan provided by Huron County Job and Family Services. Their goal is to wrap services around parents to make them successful in getting their children back.
 - Family Dependency Treatment Court started January 2018. They currently have four active cases and there were two additional cases that were recently assessed. They have had 16 successful graduates and 18 terminations. Of the 38 past participants, there were 73 children involved. The average time in the program is 50 weeks. There are four stages to the program with a step-down process. Some agencies that are involved with the program are children services, CASA (Court Appointed Special Advocate), mental health agencies and juvenile court. This is a team effort to find a way to meet the needs of the clients.
 - Parents find out about Family Dependency Court at shelter care hearings for a DNA case. The program is discussed with the parents at that time. The parents can decide to become involved in the program at any time during their pending case. Even if they drop out, they can rejoin at any time.

V. BOARD CHAIR REPORT

- Resignation
 - Mr. Chaffee shared that Mr. Mitch Cawrse has been on the Board just shy of two years and during that time the insight he has provided to the Board and the community is unmatched and will be

missed. Mr. Cawrse has submitted his resignation from the Board, effective June 20, 2023.

- Board members expressed their appreciation for Mr. Cawrse’s time on the Board and he will be greatly missed.
- Mr. Cawrse shared his decision to resign was not about work, the Huron County Sheriff was always supportive of his Board position. His decision was made due to growing family obligations.
- Mr. Chaffee presented Mr. Cawrse with an appreciation crystal from the Board.
- Board members had no further questions, comments, concerns, or further communication regarding Board member resignation.

MOTION: 2	To accept the resignation of Mr. Mitch Cawrse, effective June 20, 2023.		
Motion Made By:	Lenora Minor	Seconded:	Julie Landoll

One opposition, one abstains, 10 in favor.

- Oath of Office
 - Mr. Chaffee shared this evening that two Board members being reappointed to the Board. Ms. Cari Williamson will be completing the Oath of Office.
 - John Soisson
 - Mr. John Soisson has been reappointed to the MHAS Board by the Huron County Commissioners for the term of July 1, 2023 to June 30, 2027. Mr. Soisson’s Oath of Office was completed.
 - Katie Chieda
 - Ms. Katie Chieda has been reappointed to the MHAS Board by the Ohio Department of Mental Health and Addiction Services for the term of July 1, 2023 to June 30, 2027. Ms. Chieda’s Oath of Office was completed.

VI. BOARD REPORT

- **Local Updates:**
 - Ms. Cardone reminded Board member training needs to be completed by June 30, 2023. Ms. Williamson will send another reminder email on Monday, June 26, 2023.
 - Ms. Cardone shared that if Board members are not able to attend a meeting, please email her with the information.
 - Ms. Cardone shared that the HEALing Communities study continues to meet monthly and is moving forward with many of the funded initiatives. The study runs through December 2023.
 - This month, the group voted on, and approved, the following strategies:
 - Willard Fire: increased funding of \$1,700 for Naloxone Leave Behind strategy to upgrade the medication storage machine to a temperature-controlled unit.
 - Family Life: increased funding of \$22,088 to cover staff costs, durable infrastructure, and communications materials for transportation initiative.
 - Mercy Health – increased funding of \$3,500 to allow them to dispense Naloxone along with their Medications for Opioid Use Disorder.
 - Next Data meeting is scheduled for June 30th to continue discussions around data sustainability and increased data sharing across agencies.
 - Ms. Cardone shared that Board staff are serving on the Technical Support Team for OneOhio Region 19. This group is focusing on creating a scoring rubric for the region which will be used to assess projects for funding. The group will be meeting tomorrow in Wellington to finalize the rubric and identify next steps.
 - Ms. Cardone shared the following Quick Response Team/Community Data for May (prior months data in parentheses):
 - Overdoses: 7 (4)

- Overdose fatalities: 0 (1)
 - Mental health calls/Suicidal ideation: 17 (10)
 - Suicide attempts: 7 (3)
 - Completed suicides: 1 (0)
 - OVI: 28 (21)
 - Disorderly Conduct/Intoxication: 16 (9)
 - Warm Handoff Calls through Let's Get Real (peer supporter responds to local hospital to link individual with treatment): 3 opiate, 2 alcohol
 - Board members discussed potential reasons why data has increased and what is being done to increase data accuracy.
 - 211 referrals were discussed. The Board has not received any referrals from 211 because they are probably referring straight to providers.
- **Board Updates**
 - Ms. Cardone shared that Ms. Gracyn Shupp will be starting her internship with the Board in the fall, however, she has started volunteering one day a week with the goal of beginning some projects now that she can continue working on in the fall. Her father worked at the Huron County Sheriff's Office and was a firefighter. Her focus and passion are to work with first responders and youth.
 - Ms. Cardone shared that Board staff, Board members, and local providers attended the 2023 Opiate Conference in Columbus in early June, learning about a wide range of topics regarding opioid use disorder.
 - Ms. Julie Landoll shared that she loved the session on Hispanic culture.
 - Recovery stories were awesome, very impactful and a good reminder of why everyone is doing this and why it matters.
- **Prevention**
 - Ms. Cardone shared that Coalition Coordinator, Devin Pollick and DFC Authorizing Official, Kristen Cardone, attended and participated in week 2 of the virtual National Coalition Academy training required by all year one DFC grantees.
 - Ms. Cardone shared upcoming events:
 - Planning meeting for Damian Henning 5K was June 13, 2023 at 6pm. Have begun planning for September 16, 2023 event in Wakeman.
 - Josh Hess 5K will be on October 8, 2023 in New London, planning to begin soon.
 - Ms. Cardone shared that PROSPER is continuing to recruit new partners. The two most recent partners are Mr. Drew Schafer from Xtreme Fitness and Ms. Kayla Johnson from Huron County Health Department.
- **Community Engagement and Outreach**
 - Ms. Cardone shared the following community engagement and outreach.
 - *Newsletters and Social Media outreach for May:*
 - PTSD Awareness Month
 - LGBTQ+ Mental Health
 - Men's Mental Health
 - Agency Spotlight: Huron County Family Dependency Court
 - Meet MHAS: Julie Landoll
 - *Resource Bags/MHAS App Cards/Outreach Folders*
 - Blessing Boxes
 - Trainings
 - Outreach Events
 - Willard Outreach

- 30 folders distributed to businesses.
 - *Recent and Upcoming Trainings Hosted by MHAS*
 - Mental Health & SUD 101 for the Board of DD (6/22/23)
 - Trauma Informed Care for the Miriam House (6/28/23)
 - TIC Virtual Community Training (July)
 - Wellness & Resiliency (Miriam House, July)
 - *Upcoming Presentations and Events*
 - Huron County Chamber of Commerce Safety Council
 - Prep for Huron County Fair
 - Regional Suicide Prevention Projects
- Mr. Brady shared the Huron County Commissioner’s Office just received another payment of \$21,000 from Johnson & Johnson opiate lawsuit.

VII. COMMITTEE MEETING REPORTS

• **PROGRAM COMMITTEE REPORT**

- Ms. Amber Boldman shared the Program Committee members met on Monday, June 12, 2023 at the Board’s office.
- **Ohio Department of Health Adolescent Health Resiliency Grant**
 - Ms. Amber Boldman shared that Ms. Cardone requested approval to apply for the ODH Adolescent Health Resiliency grant as a regional application in collaboration with Seneca, Sandusky, Ottawa, Wyandot, Marion, and Crawford counties. Ms. Cardone informed committee members that this 3-year grant will train individuals to be trauma informed care trainers, and those trainers will be responsible for training adults who work with youth in each of the counties.

MOTION: 3	To authorize the Executive Director to apply for the Ohio Department of Health Adolescent Health Resiliency grant in an amount not to exceed \$125,000.00 per year.
Motion Made By:	Carol Anderson Seconded: Laura Wheeler

- Board members had no questions, comments, concerns, or further communication regarding Ohio Department of Health Adolescent Health Resiliency Grant.

5	Katie Chieda		Ben Chaffee, Jr.	4	Mitch Cawrse
12	Laura M. Wheeler	8	Julie Landoll	6	Silvia Hernandez
2	Amber Boldman	7	Nora Knople	10	Tom Sharpnack
9	Lenora Minor	11	John Soisson		Sandy Hovest - Excused
1	Carol Anderson	3	Erin Bohne		

Yes: 12 No: 0 Abstain: 0

- Ms. Boldman shared that minutes from the June 12, 2023 Program Committee meeting were sent to Board members on June 13, 2023.
 - Board members had no questions, comments, concerns, or further communication regarding June 2023 Program Committee meeting minutes.

MOTION: 4	To approve the June 12, 2023 Program Committee meeting minutes as sent on June 13, 2023.
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Motion Made By:	Katie Chieda	Seconded:	Erin Bohne
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No opposition.

- FINANCE COMMITTEE REPORT**

- SFY 2024 Allocations**

- Mr. Tom Sharpnack shared that Ms. Cardone informed the committee that the Board recently received their FY24 allocations from OhioMHAS and the Board’s funding was reduced by approximately \$30,000.00 for prevention services. The funds that were reduced are allocated annually to Family Life Counseling. Because of this, Family Life Counseling’s FY24 General Services contract will need to be reduced from \$128,466.00 to \$109,205.10.

MOTION: 5	To reduce the amount of funding allocated to Family Life Counseling & Psychiatric Services for SFY 2024 from \$128,466.00 to \$109,205.10 due to a reduction in funding from OhioMHAS for prevention services.
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Motion Made By:	Amber Boldman	Seconded:	John Soisson
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- Board members had no questions, comments, concerns, or further communication regarding SFY 2024 allocations.

7	Katie Chieda		Ben Chaffee, Jr.	4	Mitch Cawrse
6	Laura M. Wheeler	8	Julie Landoll	2	Silvia Hernandez
12	Amber Boldman	3	Nora Knople	1	Tom Sharpnack
5	Lenora Minor	9	John Soisson		Sandy Hovest - Excused
11	Carol Anderson	10	Erin Bohne		

Yes: 12 No: 0 Abstain: 0

- SFY 2024 Northpoint Educational Service Center Contract**

- Mr. Sharpnack shared that the Board recently received the FY24 contract with Northpoint Educational Service Center to cover Mr. Devin Pollick’s wages and benefits for prevention services.

MOTION: 6	To authorize the Executive Director to enter into a SFY 2024 contract with Northpoint Educational Service Center in the amount of \$78,710.12.
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Motion Made By:	Nora Knople	Seconded:	Laura Wheeler
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- Board members had no questions, comments, concerns, or further communication regarding Northpoint Educational Service Center contract.

10	Katie Chieda		Ben Chaffee, Jr.	11	Mitch Cawrse
7	Laura M. Wheeler	9	Julie Landoll	4	Silvia Hernandez
12	Amber Boldman	3	Nora Knople	8	Tom Sharpnack
2	Lenora Minor	1	John Soisson		Sandy Hovest - Excused
6	Carol Anderson	5	Erin Bohne		

Yes: 12 No: 0 Abstain: 0

- HEALing Communities Funding**

- Mr. Sharpnack shared that Ms. Cardone informed that committee that the Board has

received \$20,000.00 from the HEALing Communities study to help reduce barriers to treatment for individuals with Opioid Use Disorder. The Board will only be allocating funds to Firelands, Family Life, and Let's Get Real because Oriana House has already received funds directly from the study for this purpose. The funds will need to be expended by the end of the calendar year 2023.

MOTION: 7	To authorize the Executive Director to enter into a calendar year 2023 contract with the following agencies, utilizing HEALing Communities funding.		
	<ul style="list-style-type: none"> • Family Life Counseling \$7,550.00 • Firelands Counseling and Recovery Services \$10,950.00 • Let's Get Real \$1,500.00 		
Motion Made By:	Nora Knople	Seconded:	Julie Landoll

- Board members asked how the amounts were decided. Ms. Cardone shared that she reached out to the agencies, and they requested the amounts they anticipated needing.
- Board members had no further questions, comments, concerns, or further communication regarding the HEALing Communities funding.

3	Katie Chieda		Ben Chaffee, Jr.	2	Mitch Cawrse
6	Laura M. Wheeler	4	Julie Landoll	1	Silvia Hernandez - No
1	Amber Boldman	9	Nora Knople	5	Tom Sharpnack
10	Lenora Minor	11	John Soisson		Sandy Hovest - Excused
7	Carol Anderson	8	Erin Bohne		

Yes: 11 No: 1 Abstain: 0

○ **May 2023 Financial Report (Attachment I)**

- Mr. Sharpnack shared the committee members reviewed the Board's Financial Report through May 31, 2023 as shown in Attachment I.

MOTION: 8	To approve the May 2023 Financial Report through May 31, 2023 as shown in Attachment I.		
Motion Made By:	Silvia Hernandez	Seconded:	John Soisson

- Board members had no questions, comments, concerns, or further communication regarding May 2023 Financial Report.

8	Katie Chieda		Ben Chaffee, Jr.	10	Mitch Cawrse
1	Laura M. Wheeler	11	Julie Landoll	2	Silvia Hernandez
6	Amber Boldman	9	Nora Knople	4	Tom Sharpnack
1	Lenora Minor - Abstain	7	John Soisson		Sandy Hovest - Excused
5	Carol Anderson	3	Erin Bohne		

Yes: 11 No: 0 Abstain: 1

○ **May 2023 List of Bills (Attachment II)**

- Mr. Sharpnack shared that committee members reviewed the May list of bills as shown in Attachment II.

MOTION: 9	To approve the May 2023 List of Bills through May 31, 2023 as shown in Attachment II.		
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Motion Made By:	John Soisson	Seconded:	Nora Knople
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- Board members had no questions, comments, concerns, or further communication regarding May 2023 List of Bills.

1	Katie Chieda - Abstain		Ben Chaffee, Jr.	3	Mitch Cawrse
1	Laura M. Wheeler	8	Julie Landoll	6	Silvia Hernandez
10	Amber Boldman	5	Nora Knople	7	Tom Sharpnack
2	Lenora Minor - Abstain	9	John Soisson		Sandy Hovest - Excused
4	Carol Anderson	2	Erin Bohne		

Yes: 10 No: 0 Abstain: 2

- Mr. Sharpnack shared the minutes from the June 13, 2023 Finance Committee meeting that were sent to Board members on June 16, 2023.
 - Board members had no questions, comments, concerns, or further communication regarding June 2023 Finance Committee meeting minutes.

MOTION: 10	To approve the June 13, 2023 Finance Committee meeting minutes as sent on June 16, 2023.		
Motion Made By:	Erin Bohne	Seconded:	Nora Knople

No opposition.

VIII. EXECUTIVE SESSION

- Mr. Chaffee shared those meetings of the Board, as a public agency, shall be open to the public as required, unless the subject matter under consideration permits an executive session, as provided in section 121.22(G), of the Ohio Revised Code. Members of a public body may hold an executive session at a regular or special meeting only after a majority of a quorum of the public body determines, by a roll call vote, to hold an executive session for the sole purpose of the consideration of the following matter: Ohio Revised Code 121.22(G)(1).

MOTION: 11	To enter Executive Session under Ohio Revised Code 121.22(G)(1).		
Motion Made By:	Amber Boldman	Seconded:	Lenora Minor

- Board members had no questions, comments, concerns, or further communication regarding entering executive session.

6	Katie Chieda		Ben Chaffee, Jr.	1	Mitch Cawrse
5	Laura M. Wheeler	9	Julie Landoll	7	Silvia Hernandez
2	Amber Boldman	8	Nora Knople	11	Tom Sharpnack
10	Lenora Minor	12	John Soisson		Sandy Hovest - Excused
4	Carol Anderson	3	Erin Bohne		

Yes: 12 No: 0 Abstain: 0

- Board members entered the executive session at 6:59pm.

MOTION: 12	To exit Executive Session under Ohio Revised Code 121.22(G)(1).		
Motion Made By:	Laura Wheeler	Seconded:	Tom Sharpnack

- Board members had no questions, comments, concerns, or further communication regarding entering executive session.

1	Katie Chieda		Ben Chaffee, Jr.	9	Mitch Cawrse
2	Laura M. Wheeler	5	Julie Landoll	10	Silvia Hernandez
3	Amber Boldman	6	Nora Knople	11	Tom Sharpnack
4	Lenora Minor	7	John Soisson		Sandy Hovest - Excused
	Carol Anderson – Left 7:23pm	8	Erin Bohne		

Yes: 11 No: 0 Abstain: 0

- Board members exited the executive session at 7:45pm.

- Salary Increases**

- During the executive session salary increases were discussed. The Board members were in support of a salary increase for Ms. Cardone, Ms. Morrow, and Ms. Williamson in the amount of 3 ½ percent effective July 1, 2023.

MOTION: 13	To approve salary increases for Kristen Cardone, Ashley Morrow, and Cari Williamson in the amount of 3 ½ percent effective July 1, 2023.				
Motion Made By:	Laura Wheeler	Seconded:	Tom Sharpnack		

- Board members had no questions, comments, concerns, or further communication regarding salary increases.

9	Katie Chieda		Ben Chaffee, Jr.	8	Mitch Cawrse
10	Laura M. Wheeler	5	Julie Landoll	4	Silvia Hernandez
1	Amber Boldman - No	3	Nora Knople	2	Tom Sharpnack
6	Lenora Minor	1	John Soisson		Sandy Hovest - Excused
	Carol Anderson – Left 7:23pm	7	Erin Bohne		

Yes: 10 No: 1 Abstain: 0

- Personnel Policy Manual**

- During the executive session personnel policy changes were discussed. The Board members were in support of updating the Personnel Policy Manual as presented in Attachment III and Attachment IV.

MOTION: 14	To approve and adopt the Personnel Policy Manual policies as presented in Attachment III and Attachment IV.				
Motion Made By:	Lenora Minor	Seconded:	Julie Landoll		

- Board members had no questions, comments, concerns, or further communication regarding updating the personnel policy manual.

8	Katie Chieda		Ben Chaffee, Jr.	7	Mitch Cawrse
11	Laura M. Wheeler	6	Julie Landoll	4	Silvia Hernandez
10	Amber Boldman	1	Nora Knople	3	Tom Sharpnack
2	Lenora Minor	9	John Soisson		Sandy Hovest - Excused
	Carol Anderson – Left 7:23pm	5	Erin Bohne		

Yes: 11 No: 0 Abstain: 0

IX. OLD BUSINESS

- Mr. Chaffee asked Board members if there was any old business to discuss.
 - There was no old business discussion.

X. MEETING DISCUSSION/NEW BUSINESS

- Mr. Chaffee asked Board members if there was any meeting discussion or new business to discuss.
 - Board members expressed the hurt and trauma our community has experienced in the past month and recognize the need to be sensitive and wrap our arms around those the traumas have affected. Commendation was given to the REACT team for helping the first responders with the trauma they have encountered handling these tragedies.
 - Mr. Chaffee commended the Board’s patience during the Board meeting as the Board is adjusting the way the meetings are run to become more compliant with Robert’s Rules of Order.

XI. ADJOURNMENT

MOTION: 15	To adjourn the June 20, 2023 Huron County Board of Mental Health and Addiction Services meeting.		
Motion Made By:	Amber Boldman	Seconded:	Nora Knople

No opposition.

The June 20, 2023 meeting of the Board adjourned at ___7:54__p.m.

Attachment I

HURON COUNTY BOARD OF MENTAL HEALTH & ADDICTION SERVICES STATEMENT OF ACTIVITIES FISCAL YEAR 2023

MAY 2023 YTD	MONTH TO DATE ACTIVITES	YEAR TO DATE ACTIVITES	ANNUAL BUDGET	SOVER/UNDER BUDGET	% OF BUDGET
INCOME					
REAL ESTATE TAX	\$0.00	\$569,490.36	\$540,000.00	\$29,490.36	105.46%
TANGIBLE PERSONAL TAX	\$0.00	\$0.00	\$80.00	(\$80.00)	0.00%
TAXES-ROLLBACK & HOMESTEAD	\$0.00	\$14,718.49	\$16,000.00	(\$1,281.51)	91.99%
MH SUBSIDY	\$0.00	\$865,442.25	\$886,758.00	(\$21,315.75)	97.60%
ADTR BLOCK GRANT	\$0.00	\$239,692.00	\$239,692.00	\$0.00	100.00%
RECOVERY HOUSING	\$0.00	\$70,762.00	\$70,762.00	\$0.00	100.00%
MH BLOCK GRANT	\$0.00	\$45,671.75	\$44,504.00	\$1,167.75	102.62%
AOD SUBSIDY	\$0.00	\$76,176.00	\$76,176.00	\$0.00	100.00%
TITLE XX	\$0.00	\$29,919.00	\$40,513.00	(\$10,594.00)	73.85%
STATE GRANTS	\$0.00	\$174,318.96	\$282,785.50	(\$108,466.54)	61.64%
FEDERAL GRANTS	\$0.00	\$420,086.17	\$1,085,936.03	(\$665,849.86)	38.68%
IDAT	\$0.00	\$867.53	\$0.00	\$867.53	#DIV/0!
OTHER RECEIPTS	\$2,626.88	\$18,836.46	\$5,000.00	\$13,836.46	376.73%
TOTAL INCOME	\$2,626.88	\$2,525,980.97	\$3,288,206.53	(\$762,225.56)	76.82%
EXPENSES					
ADMIN	\$27,305.72	\$165,022.27	\$290,499.00	(\$125,476.73)	56.81%
ADULT ADVOCACY	\$0.00	\$30,000.00	\$30,000.00	\$0.00	100.00%
BROWN CONSULTING	\$0.00	\$10,260.00	\$28,250.00	(\$17,990.00)	36.32%
BUILDING REPAIRS	\$0.00	\$13,600.00	\$15,000.00	(\$1,400.00)	90.67%
DARE/SRO CONTRACTS	\$0.00	\$9,000.00	\$12,000.00	(\$3,000.00)	75.00%
CARLA DAVIS	\$0.00	\$475.00	\$2,000.00	(\$1,525.00)	23.75%
FAMILY & CHILDREN FIRST COUNCIL	\$0.00	\$2,000.00	\$2,000.00	\$0.00	100.00%
FAMILY LIFE COUNSELING	\$6,234.56	\$75,908.81	\$128,466.00	(\$52,557.19)	59.09%
FAMILY LIFE COUNSELING-WOMENS HOUSE OF HOPE UTILITIES (LEVY)	\$1,043.43	\$9,073.49	\$7,000.00	\$2,073.49	129.62%
FIRELANDS COUNSELING & RECOVERY	\$63,172.53	\$547,636.10	\$748,478.10	(\$200,842.00)	73.17%
GEISLER IT-GOSH	\$0.00	\$2,534.00	\$2,500.00	\$34.00	101.36%
GUARDIANSHIP LEGAL FEES	\$0.00	\$225.00	\$3,000.00	(\$2,775.00)	7.50%
HURON COUNTY JUVENILE COURT	\$0.00	\$30,000.00	\$30,000.00	\$0.00	100.00%
HURON COUNTY SCHOOLS-AFTERPROM	\$1,867.82	\$6,499.99	\$6,500.00	(\$0.01)	100.00%
HURON COUNTY SHERIFF-PSYCH JAIL MEDS	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
LET'S GET REAL	\$9,488.00	\$71,027.00	\$85,000.00	(\$13,973.00)	83.56%
MHFA ADMIN-A. MORROW INSTRUCTOR REIMBURSEMENT	\$0.00	\$2,036.96	\$0.00	\$2,036.96	#DIV/0!
MHR SB CLARKE, GREENE, MADISON-GOSH	\$0.00	\$10,500.00	\$10,500.00	\$0.00	100.00%
MHR SB SOSW	\$0.00	\$9,000.00	\$12,000.00	(\$3,000.00)	75.00%
MIRIAM HOUSE	\$10,144.83	\$44,426.53	\$45,000.00	(\$573.47)	98.73%
NAMI NW - CISM & CIT	\$0.00	\$37,220.00	\$38,000.00	(\$780.00)	97.95%
OACHBHA	\$0.00	\$7,000.00	\$7,000.00	\$0.00	100.00%
OHIO GUIDESTONE	\$429.93	\$7,163.90	\$19,998.00	(\$12,834.10)	35.82%
ORIANA HOUSE	\$11,643.75	\$99,438.88	\$165,918.00	(\$66,479.12)	59.93%
PREVENTION	\$7.04	\$5,869.62	\$6,102.00	(\$232.38)	96.19%
PROMO-Board Operating Expenses	\$253.03	\$12,760.15	\$12,500.00	\$260.15	102.08%
REACH OUR YOUTH	\$0.00	\$19,005.31	\$40,000.00	(\$20,994.69)	47.51%
SERVICES FOR AGING	\$1,673.88	\$14,446.64	\$20,516.00	(\$6,069.36)	70.42%
ZEPF CENTER	\$0.00	\$0.00	\$2,918.10	(\$2,918.10)	0.00%
ORIGINAL CONTRACT TOTAL	\$133,264.52	\$1,242,129.65	\$1,771,145.20	(\$529,015.55)	70.13%
Additional Funding					
ADDICTION TREATMENT PROGRAM (ATP) & CARRYOVER	\$3,748.69	\$39,794.55	\$70,249.00	(\$30,454.45)	56.65%
ARPA (FCFC)	\$3,091.00	\$28,800.00	\$60,000.00	(\$31,200.00)	48.00%
CADCA Scholarship	\$0.00	\$2,976.33	\$3,200.00	(\$223.67)	93.01%
COMMUNITY TRANSITION PROGRAM (CTP) CARRYOVER	\$60.18	\$172.90	\$42,693.91	(\$42,521.01)	0.40%
FAMILY & CHILDREN FIRST COUNCIL (LEVY)	\$0.00	\$30,000.00	\$30,000.00	\$0.00	100.00%
FAMILY LIFE COUNSELING-RECOVERY HOUSING	\$0.00	\$70,762.00	\$70,762.00	\$0.00	100.00%
FAMILY LIFE COUNSELING-RECOVERY HOUSING (LEVY)	\$0.00	\$55,075.47	\$106,824.00	(\$51,748.53)	51.56%
HEALING COMMUNITIES	\$480.00	\$2,365.03	\$27,963.00	(\$25,597.97)	8.46%
IDAT	\$0.00	\$867.53	\$0.00	\$867.53	#DIV/0!
MH BG FORENSIC MONITORING-ADDITONAL FUNDING	\$0.00	\$0.00	\$2,200.00	(\$2,200.00)	0.00%
MH BG COVID MITIGATION FUNDING CARRYOVER	\$0.00	\$4,427.89	\$7,026.38	(\$2,598.49)	63.02%
MH BG COVID FORENSIC MONITORING	\$0.00	\$0.00	\$614.45	(\$614.45)	0.00%
MRSS	\$8,881.16	\$167,385.47	\$237,787.50	(\$70,402.03)	70.39%
MULTI-SYSTEM ADULT	\$2,777.29	\$10,170.00	\$12,712.00	(\$2,542.00)	80.00%
NAMI NW	\$0.00	\$0.00	\$10,000.00	(\$10,000.00)	0.00%

NORTHPOINT ESC-DEVIN WAGES	\$0.00	\$0.00	\$2,024.63	(\$2,024.63)	0.00%
OACHBHA Crisis Text Line Mini Grant	\$0.00	\$2,465.00	\$2,465.00	\$0.00	100.00%
COMMUNITY TALKS-PROSPER (TOWNHALL)	\$0.00	\$0.00	\$750.00	(\$750.00)	0.00%
SAPT AUD COVID MITIGATION FUNDING	\$0.00	\$0.00	\$7,611.84	(\$7,611.84)	0.00%
SAPT COVID AUD TX ADULT WITH AUD (CARRYOVER THROUGH 3/14/2)	\$0.00	\$17,537.30	\$23,165.42	(\$5,628.12)	75.70%
ADDITIONAL FUNDING TOTAL	\$19,038.32	\$432,799.47	\$718,049.13	(\$285,249.66)	60.27%
SUBTOTAL	\$152,302.84	\$1,674,929.12	\$2,489,194.33	(\$814,265.21)	67.29%
FEDERAL FY23					
COSSAP	\$770.31	\$15,910.54	\$42,346.11	(\$26,435.57)	37.57%
DRUG FREE COMMUNITIES (10/1/22-9/30/23)	\$3,882.43	\$93,925.83	\$125,000.00	(\$31,074.17)	75.14%
Sandusky County SPF Grant	\$1,826.84	\$1,880.34	\$30,000.00	(\$28,119.66)	6.27%
SOS 3.0	\$19,079.99	\$167,372.14	\$247,511.25	(\$80,139.11)	67.62%
SOR 2.0 NCE	\$0.00	\$0.00	\$97,868.67	(\$97,868.67)	0.00%
SOS 3.0 Innovation	\$121,200.00	\$366,837.15	\$483,210.00	(\$116,372.85)	75.92%
FEDERAL FISCAL YEAR TOTAL	\$146,759.57	\$645,926.00	\$1,025,936.03	(\$380,010.03)	62.96%
TOTAL EXPENSES	\$299,062.41	\$2,435,354.12	\$3,515,130.36	(\$1,079,776.24)	69.28%
REPORTING PERIOD THRU	5/31/2023		% OF BUDGET / YTD (OVER/UNDER)		-30.72%
			YTD % OF ANNUAL BUDGET		-23.18%
FY23 YTD Revenues - Expenses	\$90,626.85				

FY 2023 - Huron County Levy

	<u>Anticipated Amount</u>	<u>DATE AND MOTION NUMBER</u>	<u>% Actual Amount</u>	<u>Actual %</u>
REVENUES				
Cash Balance from FY22			\$ 844,980.29	
Levy Settlement	\$ 572,000.00		\$ 572,573.16	102.13%
Homestead/Rollback	\$ 16,080.00		\$ 11,635.69	72.36%
Anticipated Levy Amount	\$ 588,080.00	Total Levy Amount Received	\$ 584,208.85	
		Total Actual Cash Amount	\$ 1,429,189.14	
EXPENSES				
	<u>Contract/ Allocations</u>		<u>Actual Expenditures</u>	
Firelands Counseling & Recovery Services	\$ 5,084.00	5/17/2022	\$ 1,025.49	20.17%
Family Life Counseling	\$ 900.00	5/17/2022	\$ -	0.00%
FLC-Recovery Housing	\$ 106,824.00	11/22/2022	\$ 69,013.12	64.60%
Oriana House	\$ 78,872.00	5/17/2022	\$ 23,253.31	
Catholic Charities-Miriam House	\$ 45,000.00	5/17/2022	\$ 44,426.53	98.73%
Enrichment Centers for Huron County	\$ 20,516.00	5/17/2022	\$ 14,446.64	70.42%
Family & Children First Council	\$ 30,000.00	9/20/2022	\$ 30,000.00	100.00%
Brown Consulting	\$ 22,230.00	5/17/2022	\$ 4,240.20	19.07%
Huron County Schools-After Prom	\$ 6,500.00	1/17/2023	\$ 6,499.99	100.00%
Huron County Sheriff's Office	\$ 6,000.00	5/17/2022	\$ 6,000.00	100.00%
NAMI NW (CIT & CISM)	\$ 38,000.00	5/17/2022	\$ 37,220.00	97.95%
NAMI NW	\$ 10,000.00	7/19/2022	\$ -	0.00%
Northpoint ESC	\$ 2,024.63	9/20/2022	\$ -	0.00%
Nowalk Police Department	\$ 3,000.00	5/17/2022	\$ -	0.00%
OACHBHA Membership Fees	\$ 7,000.00		\$ 7,000.00	100.00%
Reach Our Youth	\$ 40,000.00	5/17/2022	\$ 19,005.31	47.51%
Willard Police Department	\$ 3,000.00	5/17/2022	\$ 3,000.00	100.00%
Board Operated Expenses-Promotional Items Etc	\$ 12,500.00	1/17/2023	\$ 12,760.15	102.08%
Admin Costs	\$ 178,000.00	1/17/2023	\$ 165,054.07	92.73%
Admin-FLC WHOH Expenses	\$ 7,000.00		\$ 9,557.86	136.54%
Building Repairs	\$ 15,000.00	5/17/2022	\$ 13,600.00	90.67%
Total Expenditures	\$ 637,450.63		\$ 466,102.67	73.12%

FY23 ANTICIPATED LEVY RESERVES DIFFERENCE*****
 \$ (49,370.63)

- *Actual Cash Amount minus Actual Total Expenditures
- **Contract Total Expenditures minus Actual Total Expenditures
- ***Anticipated Levy Amount minus Total Levy Amount Received
- ****FY23 Cash Balance minus FY23 Unspent Obligations plus FY23 Anticipated Levy Amount
- *****Anticipated Levy Amount minus Total Contracted Expenditures

FY23 CASH Balance* \$ 963,086.47
FY23 Unspent Obligations \$ 171,347.96**
FY23 Anticipated Levy Amount Remaining* \$ 3,871.15**
Projected FY23 CASH/Carryover Balance** \$ 795,609.66**

Calendar Year 2023 Receipts and Cash Journal

May 2023							
	Account Number	Description	Accumulated From Previous Report	Current Month's Report	Accumulated Year-to-Date	% of Anticipated Revenue	Anticipated CY Revenue
FEDERAL FUNDS							
Title XX	100.100.10165	Fed MH	11,425.00	0.00	11,425.00	28.2%	40,513.00
MH Block Grant	100.100.10126	Fed MH	22,319.75	0.00	22,319.75	52.8%	42,304.00
ADTR Block Grant	100.100.10122	Fed AOD	124,815.50	0.00	124,815.50	52.1%	239,692.00
Federal Grants	100.100.10167	Federal Grants	412,520.10	0.00	412,520.10	73.7%	560,000.00
STATE FUNDS							
MH Subsidy	100.100.10121	State MH	364,408.75	0.00	364,408.75	41.1%	886,758.00
Recovery Housing	100.100.10123	State AOD	22,950.00	0.00	22,950.00	50.0%	45,900.00
AOD Subsidy	100.100.10127	State AOD	25,688.00	0.00	25,688.00	33.7%	76,176.00
State Grants	100.100.10166	State MH & Aod	192,557.46	0.00	192,557.46	68.1%	282,785.50
LOCAL FUNDS							
Real Estate Tax	100.100.10100	Huron Levy	331,428.16	0.00	331,428.16	59.2%	560,000.00
Tangible Personal Tax	100.100.10101	Huron Levy	0.00	0.00	0.00	0.0%	80.00
Taxes- Rollback & Homestead	100.100.10102	Huron Levy	7,192.85	0.00	7,192.85	45.0%	16,000.00
Other Receipts	100.100.10170	Other Receipts	6,415.00	2,626.88	9,041.88	180.8%	5,000.00
IDAT	100.100.10168	IDAT	0.00	0.00	0.00	#DIV/0!	0.00
TOTAL RECEIPTS:			\$ 1,521,720.57	\$ 2,626.88	\$ 1,524,347.45	55.3%	2,755,208.50
CASH JOURNAL RECONCILIATION							
Beginning Cash Balance:			\$ 3,154,822.19				
Plus: Receipts			2,626.88				
Equals: Total Balance			\$ 3,157,449.07				
Minus: Expenditures			299,062.41				
Equals: Ending Balance			\$ 2,858,386.66				
Minus: Encumbrances			2,536,391.59				
Equals:			\$ 321,995.07				

May 2023	EXPENDITURES					
LINE ITEM ACCOUNT	BUDGETED APPROPRIATION	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	YEAR-TO-DATE PERCENTAGE	* OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE
SALARIES 100.100.00125	220,000.00	15,503.04	85,266.71	38.8%	0.00	134,733.29
SUPPLIES 100.100.00175	25,538.51	631.19	11,539.10	45.2%	13,999.41	0.00
EQUIPMENT 100.100.00200	0.00		0.00	#DIV/0!	0.00	0.00
CONTRACT REPAIRS 100.100.00275	3,717,315.58	274,278.88	1,239,002.47	33.3%	2,478,313.11	0.00
RESIDENTIAL PROGRAM 100.100.00280	0.00	0.00	0.00	#DIV/0!	0.00	0.00
TRAVEL 100.100.00300	10,578.76	642.93	3,895.35	36.8%	6,683.41	0.00
O.P.E.R.S. 100.100.00400	28,000.00	2,170.42	11,937.31	42.6%	0.00	16,062.69
WORKERS' COMP 100.100.00425	2,150.00		57.89	2.7%	0.00	2,092.11
UNEMPLOYMENT 100.100.00450	0.00		0.00	#DIV/0!	0.00	0.00
MEDICARE 100.100.00460	3,200.00	325.38	1,196.99	37.4%	0.00	2,003.01
OTHER EXPENSES 100.100.00475	52,318.74	1,746.79	14,923.08	28.5%	37,395.66	0.00
HOSPITALIZATION 100.100.00500	45,000.00	3,763.78	18,818.90	41.8%	0.00	26,181.10
TOTAL:	4,104,101.59	299,062.41	1,386,637.80	33.8%	2,536,391.59	181,072.20

Attachment II Huron County Expense Audit Trail Report

Accounts: 100.100.00125 to 100.100.00500

From: 5/1/2023 to 5/31/2023

Include Inactive Accounts: No

Journal ID	Date	Transaction Description	Source Doc.	Invoice#	Debit Amount	Credit Amount	
100.100.00175 Supplies							
EJ2023050003-163	05/03/2023	LEVY Law Mower from 357615	CK0000426070-01	PO2023-00425 Amazon Capital Services	23-0318 Inv 1M1F-	\$399.00	\$0.00
EJ2023050003-165	05/03/2023	LEVY Copy Paper from 357615	CK0000426070-01	PO2023-00425 Amazon Capital Services	23-0319 Inv 1KR3-	\$78.20	\$0.00
EJ2023050003-167	05/03/2023	LEVY Books and Screws from	CK0000426070-01	PO2023-00425 Amazon Capital Services	23-0320 Inv 16L1-	\$43.97	\$0.00
EJ2023050009-319	05/10/2023	PREVENTION Hardware for M	CK0000426226-01	PO2023-00425 Devin Pollick	23-0352 April 2023	\$7.04	\$0.00
EJ2023050028-175	05/24/2023	LEVY Toilet Paper/Envelopes/	CK0000426705-01	PO2023-00425 Amazon Capital Services	23-0380 Inv 14RN-	\$64.57	\$0.00
EJ2023050028-177	05/24/2023	LEVY Trash Bags/Paper Towel	CK0000426705-01	PO2023-00425 Amazon Capital Services	23-0381 Inv 1RX4-	\$38.41	\$0.00
100.100.00175 Total:					\$631.19	\$0.00	
100.100.00275 Contract Repairs							
EJ2023050003-169	05/03/2023	LEVY LGR Copier service term	CK0000211485-01	PO2023-00426 ComDoc Inc	23-0321 Inv IN565	\$311.88	\$0.00
EJ2023050003-171	05/03/2023	GRF 421 MH GOSH 042523 fr	CK0000211486-01	PO2023-00426 Family Life Counseling and Ps	23-0322 MH March	\$1,494.06	\$0.00
EJ2023050003-173	05/03/2023	GRF 421 MH GOSH 042523 fr	CK0000211486-01	PO2023-00426 Family Life Counseling and Ps	23-0322 SUD Marc	\$0.00	\$172.28
EJ2023050003-175	05/03/2023	BOTH COMM INVEST WRAP	CK0000426071-01	PO2023-00426 Firelands Counseling & Recov	23-0323 Inv 2956	\$5,504.67	\$0.00
EJ2023050003-177	05/03/2023	GRF 421 MH WRAP Group Ho	CK0000426076-01	PO2023-00426 Firelands Counseling & Recov	23-0323 Inv 2956	\$1,975.57	\$0.00
EJ2023050003-179	05/03/2023	GRF 421 MH WRAP EMS Prep	CK0000426075-01	PO2023-00426 Firelands Counseling & Recov	23-0324 Inv 2955	\$7,429.31	\$0.00
EJ2023050003-181	05/03/2023	Crisis Infra After-hours crisis se	CK0000426073-01	PO2023-00426 Firelands Counseling & Recov	23-0325 Inv 2952	\$5,530.58	\$0.00
EJ2023050003-183	05/03/2023	SOS 3.0 INNOVATION Laborat	CK0000426077-01	PO2023-00426 Fisher-Titus Medical Center	23-0326 Inv 1 SOR	\$121,200.00	\$0.00
EJ2023050003-185	05/03/2023	LEVY DAATC Subscription GO	CK0000426072-01	PO2023-00426 LegitScript LLC	23-0328 Inv C7DA	\$99.00	\$0.00
EJ2023050003-187	05/03/2023	LEVY Ofc Electric Services 032	CK0000426078-01	PO2023-00426 Ohio Edison	23-0329/90367386	\$242.19	\$0.00
EJ2023050003-189	05/03/2023	LEVY WHOH-A Electric Servic	CK0000426078-01	PO2023-00426 Ohio Edison	23-0330 Acct 1101	\$141.45	\$0.00
EJ2023050003-191	05/03/2023	LEVY WHOH-B Electric Servic	CK0000426078-01	PO2023-00426 Ohio Edison	23-0331 Acct 1101	\$161.30	\$0.00
EJ2023050003-193	05/03/2023	LEVY Ofc Copier Services 040	CK0000426074-01	PO2023-00426 US Bank Equipment Finance	23-0332 Inv 49920	\$522.93	\$0.00
EJ2023050003-195	05/03/2023	LEVY Cell phone reimburseme	CK0000426079-01	PO2023-00426 Ashley Morrow	23-0333 March 20	\$60.00	\$0.00
EJ2023050009-283	05/10/2023	LEVY Miriam House Feb 23 Se	CK0000211516-01	PO2023-00426 Catholic Charities Diocese of	23-0335 February	\$5,644.28	\$0.00
EJ2023050009-285	05/10/2023	LEVY Ofc Water & Sewer Servi	CK0000211517-01	PO2023-00426 City of Norwalk	23-0336 Acct E041	\$15.00	\$0.00
EJ2023050009-287	05/10/2023	LEVY WHOH-A Water & Sewer	CK0000211517-01	PO2023-00426 City of Norwalk	23-0337 Acct D274	\$119.10	\$0.00
EJ2023050009-289	05/10/2023	LEVY WHOH-B Water & Sewer	CK0000211517-01	PO2023-00426 City of Norwalk	23-0338 Acct D274	\$79.20	\$0.00
EJ2023050009-291	05/10/2023	GRF 421 MH GOSH 050223 fr	CK0000211518-01	PO2023-00426 Family Life Counseling and Ps	23-0339 MH GOS	\$829.32	\$0.00
EJ2023050009-293	05/10/2023	GRF 421 MH GOSH 050223 fr	CK0000211518-01	PO2023-00426 Family Life Counseling and Ps	23-0339 SUD GOS	\$330.51	\$0.00
EJ2023050009-295	05/10/2023	MRSS Client Services from 35	CK0000211518-01	PO2023-00426 Family Life Counseling and Ps	23-0340 Inv 1523	\$8,881.16	\$0.00
EJ2023050009-297	05/10/2023	ATP HCJC, Emergency Needs,	CK0000426233-01	PO2023-00426 Firelands Counseling & Recov	23-0341 Inv 2968	\$2,342.70	\$0.00
EJ2023050009-299	05/10/2023	CRISIS INFRA Crisis Flex from	CK0000426234-01	PO2023-00426 Firelands Counseling & Recov	23-0342 Inv 2969	\$3,500.00	\$0.00
EJ2023050009-301	05/10/2023	LEVY Youth Group Gas Cards	CK0000426227-01	PO2023-00426 Firelands Counseling & Recov	23-0343 Inv 2970	\$256.38	\$0.00
EJ2023050009-303	05/10/2023	MULTI-SYSTEM ADULT Progr	CK0000426232-01	PO2023-00426 Firelands Counseling & Recov	23-0344 Inv 2971	\$531.88	\$0.00
EJ2023050009-305	05/10/2023	SOR 3.0 SOS Transportation,	CK0000426231-01	PO2023-00426 Firelands Counseling & Recov	23-0345 Inv 2972	\$3,487.35	\$0.00
EJ2023050009-307	05/10/2023	DFC Devin Pollick Personnel C	CK0000426228-01	PO2023-00426 North Point Educational Servic	23-0346 Cust # 35	\$5,523.02	\$0.00
EJ2023050009-309	05/10/2023	LEVY After-Prom from 357868	CK0000426230-01	PO2023-00426 Norwalk City School District	23-0347 Inv 217	\$1,867.82	\$0.00
EJ2023050009-311	05/10/2023	ECMH Consultation from 3578	CK0000426229-01	PO2023-00426 OhioGuidestone	23-0348 Inv 14692	\$429.93	\$0.00

Expense Audit Trail Report
From: 5/1/2023 to 5/31/2023

Journal ID	Date	Transaction Description	Source Doc.	Invoice#	Debit Amount	Credit Amount	
EJ2023050009-313	05/10/2023	SAPT TX GOSH 050223 from	CK0000211519-01	PO2023-00426 Oriana House Inc	23-0349 SUD GOS	\$311.73	\$0.00
EJ2023050009-315	05/10/2023	CPT Services from 357868 - 2	CK0000211519-01	PO2022-00277 Oriana House Inc	23-0350 Nov 22	\$60.18	\$0.00
EJ2023050009-321	05/10/2023	DFC Cell phone stipend from 3	CK0000426226-01	PO2023-00426 Devin Pollick	23-0352 April 2023	\$60.00	\$0.00
EJ2023050009-325	05/10/2023	LEVY Cell phone reimburseme	CK0000426236-01	PO2023-00426 Kristen Cardone	23-0353 April 2023	\$60.00	\$0.00
EJ2023050009-329	05/10/2023	LEVY Cell phone reimburseme	CK0000426235-01	PO2023-00426 Ashley Morrow	23-0354 April 2023	\$60.00	\$0.00
EJ2023050009-335	05/10/2023	LEVY SurveyMonkey, Adobe,	CK0000426237-01	PO2023-00426 Elan Financial Services	23-0359 Acct 4798	\$777.79	\$0.00
EJ2023050021-133	05/17/2023	LEVY Miriam House Mar 23 Se	CK0000211581-01	PO2023-00426 Catholic Charities Diocese of	23-0360 March 20	\$4,500.55	\$0.00
EJ2023050021-135	05/17/2023	LEVY Remote Support New E	CK0000211582-01	PO2023-00426 ES Consulting Inc	23-0361 Inv ESI63	\$150.00	\$0.00
EJ2023050021-137	05/17/2023	GRF 421 MH GOSH 050923 fr	CK0000211583-01	PO2023-00426 Family Life Counseling and Ps	23-0362 MH GOS	\$745.55	\$0.00
EJ2023050021-139	05/17/2023	SAPT TX GOSH 050923 from	CK0000211583-01	PO2023-00426 Family Life Counseling and Ps	23-0362 SUD GOS	\$296.60	\$0.00
EJ2023050021-141	05/17/2023	LEVY Phone Services 060123-	CK0000426503-01	PO2023-00426 Mitel	23-0372 Inv 43473	\$191.88	\$0.00
EJ2023050021-145	05/17/2023	GRF 421 MH CROSSWAEH A	CK0000211584-01	PO2023-00426 Oriana House Inc	23-0374 Inv AR162	\$1,224.00	\$0.00
EJ2023050021-147	05/17/2023	LEVY NOBARS April 2023 fro	CK0000211584-01	PO2023-00426 Oriana House Inc	23-0375 Inv AR164	\$9,924.97	\$0.00
EJ2023050021-149	05/17/2023	SOS Recovery Nav, Jail Servic	CK0000211584-01	PO2023-00426 Oriana House Inc	23-0376 Inv AR169	\$3,868.15	\$0.00
EJ2023050021-151	05/17/2023	LEVY Age Exchange Program	CK0000211585-01	PO2023-00426 Services for Aging	23-0377 Inv 04302	\$1,673.88	\$0.00
EJ2023050021-153	05/17/2023	LEVY WHOH-A Internet Servic	CK0000426504-01	PO2023-00426 Spectrum	23-0378 Acct 8361	\$76.43	\$0.00
EJ2023050021-155	05/17/2023	LEVY WHOH-B Internet Servic	CK0000426504-01	PO2023-00426 Spectrum	23-0379 Acct 8361	\$96.79	\$0.00
EJ2023050021-317	05/17/2023	GRF 421 MH GOSH 050923 fr	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0363 MH GOS	\$18,234.73	\$0.00
EJ2023050021-319	05/17/2023	GRF 421 AOD GOSH 050923 f	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0363 SUD GOS	\$0.00	\$593.30
EJ2023050021-321	05/17/2023	GRF 421 MH Linkage from 358	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0364 Inv 2976	\$111.11	\$0.00
EJ2023050021-323	05/17/2023	GRF 421 AOD Clinical Excepti	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0365 Inv 2977	\$486.26	\$0.00
EJ2023050021-325	05/17/2023	GRF 421 MH Clinical Exceptio	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0365 Inv 2977	\$6,835.42	\$0.00
EJ2023050021-327	05/17/2023	GRF 421 MH Denials Crisis &	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0366 Inv 2978	\$504.80	\$0.00
EJ2023050021-329	05/17/2023	CRISIS INFRA Denials Crisis fr	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0366 Inv 2978	\$274.71	\$0.00
EJ2023050021-331	05/17/2023	CRISIS INFRA MCR IP Crisis fr	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0367 Inv 2979	\$511.29	\$0.00
EJ2023050021-333	05/17/2023	GRF 421 MH Out of State Crisi	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0368 Inv 2980	\$929.68	\$0.00
EJ2023050021-335	05/17/2023	GRF 421 MH Out of State Crisi	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0369 Inv 2981	\$365.34	\$0.00
EJ2023050021-337	05/17/2023	GRF 421 MH WRAP EMS Prep	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0370 Inv 2986	\$3,200.00	\$0.00
EJ2023050021-339	05/17/2023	GRF 421 MH WRAP Group Ho	CK0000426505-01	PO2023-00426 Firelands Counseling & Recov	23-0371 Inv 2987	\$5,359.19	\$0.00
EJ2023050040-249	05/24/2023	GRF 421 MH GOSH 052323 fr	CK0000211822-01	PO2023-00426 Family Life Counseling and Ps	23-0391 MH GOS	\$718.02	\$0.00
EJ2023050040-251	05/24/2023	SAPT TX GOSH 052323 from	CK0000211822-01	PO2023-00426 Family Life Counseling and Ps	23-0391 SUD GOS	\$190.34	\$0.00
EJ2023050040-253	05/24/2023	MSA Multi System Adult Progra	CK0000426868-01	PO2023-00426 Firelands Counseling & Recov	23-0392 Inv 3000R	\$2,245.41	\$0.00
EJ2023050040-255	05/24/2023	ARPA Strengthening Families	CK0000426867-01	PO2023-00426 Huron County Job & Family S	23-0393 April 2023	\$3,091.00	\$0.00
EJ2023050040-259	05/24/2023	LEVY Ofc Electric Services 042	CK0000426869-01	PO2023-00426 Ohio Edison	23-0395/90197524	\$213.12	\$0.00
EJ2023050040-261	05/24/2023	LEVY WHOH-A Electric Servic	CK0000426869-01	PO2023-00426 Ohio Edison	23-0396/90507377	\$139.18	\$0.00
EJ2023050040-263	05/24/2023	LEVY WHOH-B Electric Servic	CK0000426869-01	PO2023-00426 Ohio Edison	23-0397/90507377	\$163.83	\$0.00
EJ2023050040-265	05/24/2023	LEVY Ofc Internet Services 05	CK0000426866-01	PO2023-00426 Spectrum	23-0398 Inv 01577	\$237.97	\$0.00
EJ2023050040-267	05/24/2023	LEVY Ofc Copier Services 050	CK0000426865-01	PO2023-00426 US Bank Equipment Finance	23-0399 Inv 50149	\$343.71	\$0.00
EJ2023050028-179	05/24/2023	Ofc Gas Services 041723-0516	CK0000426706-01	PO2023-00426 Columbia Gas of Ohio	23-0382 Acct 2070	\$47.86	\$0.00
EJ2023050028-181	05/24/2023	WHOH-A Gas Services 041123	CK0000426706-01	PO2023-00426 Columbia Gas of Ohio	23-0383 Acct 2070	\$66.15	\$0.00
EJ2023050028-183	05/24/2023	WHOH-B Gas Services 041123	CK0000426706-01	PO2023-00426 Columbia Gas of Ohio	23-0384 Acct 2070	\$55.18	\$0.00
EJ2023050028-185	05/24/2023	GRF 421 MH GOSH 051623 fr	CK0000211706-01	PO2023-00426 Family Life Counseling and Ps	23-0385 MH GOS	\$2,447.61	\$0.00
EJ2023050028-187	05/24/2023	SAPT TX GOSH 051623 from	CK0000211706-01	PO2023-00426 Family Life Counseling and Ps	23-0385 SUD GOS	\$887.62	\$0.00
EJ2023050028-189	05/24/2023	SAPT TX Peer Support April 20	CK0000211707-01	PO2023-00426 Lets Get Real Inc	23-0386 April 2023	\$9,488.00	\$0.00
EJ2023050028-191	05/24/2023	SOS WHO/Rec Nav/Rec Ride/	CK0000211707-01	PO2023-00426 Lets Get Real Inc	23-0387 April 2023	\$11,724.49	\$0.00
EJ2023050028-193	05/24/2023	COSSAP Personnel & Auto fro	CK0000211707-01	PO2023-00426 Lets Get Real Inc	23-0388 April 2023	\$770.31	\$0.00

Expense Audit Trail Report
From: 5/1/2023 to 5/31/2023

Journal ID	Date	Transaction Description	Source Doc.	Invoice#	Debit Amount	Credit Amount
EJ2023050028-195	05/24/2023	ATP Personnel/Client Needs fr	CK0000211707-01 PO2023-00426 Lets Get Real Inc	23-0389 April 2023	\$1,405.99	\$0.00
EJ2023050028-197	05/24/2023	SAPT TX GOSH 051623 from	CK0000211705-01 PO2023-00426 Oriana House Inc	23-0390 April SUD	\$1,407.05	\$0.00
100.100.00275 Total:					\$275,044.46	\$765.58
100.100.00300 Travel						
EJ2023050003-197	05/03/2023	LEVY Travel Expenses from 35	CK0000426079-01 PO2023-00427 Ashley Morrow	23-0334 March 20	\$175.25	\$0.00
EJ2023050009-323	05/10/2023	DFC Travel Expenses from 357	CK0000426226-01 PO2023-00427 Devin Pollick	23-0358 April 2023	\$76.25	\$0.00
EJ2023050009-327	05/10/2023	LEVY Travel Expenses from 35	CK0000426236-01 PO2023-00427 Kristen Cardone	23-0355 April 2023	\$336.50	\$0.00
EJ2023050009-331	05/10/2023	LEVY Travel Expenses from 35	CK0000426235-01 PO2023-00427 Ashley Morrow	23-0357 April 2023	\$28.12	\$0.00
EJ2023050009-333	05/10/2023	LEVY Travel Expenses from 35	CK0000426238-01 PO2023-00427 Carolyn Williamson	23-0356 April 2023	\$26.81	\$0.00
100.100.00300 Total:					\$642.93	\$0.00
100.100.00400 OPERS						
EJ2023050007-177	05/17/2023	Matching for OPERS 2129-08 (CK0000020275-35 O.P.E.R.S.	Inv_176010	\$1,085.21	\$0.00
EJ2023050007-315	05/17/2023	Matching for OPERS 2129-08 (CK0000020275-36 O.P.E.R.S.	Inv_176965	\$1,085.21	\$0.00
100.100.00400 Total:					\$2,170.42	\$0.00
100.100.00460 Medicare						
EJ2023050001-119	05/01/2023	Matching for Medicare (Matchi	CK0000020273-43 Civista Bank-Payroll Taxes	Inv_176967	\$108.46	\$0.00
EJ2023050017-087	05/15/2023	Matching for Medicare (Matchi	CK0000020276-40 Civista Bank-Payroll Taxes	Inv_177775	\$108.46	\$0.00
EJ2023050038-037	05/30/2023	Matching for Medicare (Matchi	CK0000020278-38 Civista Bank-Payroll Taxes	Inv_178833	\$108.46	\$0.00
100.100.00460 Total:					\$325.38	\$0.00
100.100.00475 Other Expenses						
EJ2023050003-205	05/03/2023	LEVY 2023 Membership Fees f	CK0000426029-01 PO2022-00279 Huron County Chamber of Co	23-0327 2023 Me	\$255.00	\$0.00
EJ2023050009-317	05/10/2023	HEALING COMM Radio Ads fr	CK0000426239-01 PO2023-00428 WEOL-WKFM-WLKRFM-AM	23-0351 Ref 41011	\$480.00	\$0.00
EJ2023050009-337	05/10/2023	LEVY Committee Meeting Foo	CK0000426237-01 PO2023-00428 Elan Financial Services	23-0359 Acct 4798	\$548.76	\$0.00
EJ2023050009-339	05/10/2023	LEVY PROMO Appreciation Di	CK0000426237-01 PO2023-00428 Elan Financial Services	23-0359 Acct 4798	\$253.03	\$0.00
EJ2023050009-341	05/10/2023	SPF Ohio Coalition Institute Su	CK0000426237-01 PO2023-00428 Elan Financial Services	23-0359 Acct 4798	\$50.00	\$0.00
EJ2023050021-143	05/17/2023	Appreciation Crystal Board me	CK0000426506-01 PO2023-00428 Nobils Sports & Trophies	23-0373 Inv 36110	\$95.00	\$0.00
EJ2023050040-257	05/24/2023	LEVY Background Check for M	CK0000426870-01 PO2023-00428 Huron County Sheriff	23-0394 Inv 103	\$65.00	\$0.00
100.100.00475 Total:					\$1,746.79	\$0.00
100.100.00500 Hospitalization						
EJ2023050004-049	05/03/2023	Deduction: Hartford Life Insura	CK0000426081-22 The Hartford	Inv_176958	\$5.01	\$0.00
EJ2023050036-009	05/26/2023	May Health Insurance from 357	CK0000426810-01 Huron County Treasurer	May 2023	\$3,758.77	\$0.00
100.100.00500 Total:					\$3,763.78	\$0.00
Mental Health Totals:					\$284,324.95	\$765.58
Fund: 100 Total:					\$284,324.95	\$765.58
Grand Total:					\$284,324.95	\$765.58

Attachment III

PERSONAL LEAVE

- A. At the beginning of each calendar year, each full-time, non-probationary employee will have access to forty (40) hours of personal leave, or the amount equal to five (5) normal workdays, whichever is less.
- B. Probationary employees can utilize personal time when they reach nine (9) months of employment.
- C. Employees must submit an email request to use Personal Days and receive approval from the Executive Director prior to use. Personal Leave time may be used in minimum increments of one-fourth (1/4) hour. The use of Personal Leave shall not conflict with operations of the department or office.
- D. Employees, upon giving reasonable notice to the Executive Director and receiving approval, may use Personal Leave for absence due to mandatory court appearances, legal or business matters, family emergencies, unusual family obligations, medical appointments, weddings, religious holidays or holidays not otherwise noted in this Manual, or any other matter of a personal nature.
- E. Compensation for Personal Leave shall be equal to the employee's regular rate of pay.
- F. At the end of each calendar year, an employee can have up to sixteen (16) hours of personal leave that was not used as of December 31st carried over to the following year. Any personal leave beyond sixteen (16) hours cannot be carried over.

Attachment IV

Current:

206.2 SECTION 2 **FUNERAL LEAVE**

Any eligible employee may be granted usage of sick leave, upon approval of the Appointing Authority, for a maximum of five (5) working days in the event of a death of an immediate family member.

For purposes of this policy the "immediate family" is defined as, only: mother, father, brother, sister, child, spouse, grandparent, grandchild, mother-in-law, father-in-law, daughter-in-law, son-in-law, sister-in-law, brother-in-law, legal guardian or another person who stands in place of the employee's parent.

Five (5) working days shall be the maximum allowable period of time for each qualified "immediate family" death. Any exceptions would require appointing authority approval.

Proposed:

- A. Eligible employees shall receive twenty four (24) hours of bereavement leave annually.
- B. Eligibility. Full time and non-probationary employees may, upon approval of the Employer, use up to a maximum twenty-four (24) hours of bereavement leave in the event of the death of an immediate family member as defined in the Sick Leave Section of this manual. The twenty-four (24) hours of leave shall be charged against the employee's yearly allotted bereavement leave, and the employee shall receive the employee's regular rate of pay for such leave. If extenuating circumstances exist, an employee may request up to five (5) additional days pursuant to the Sick Leave section of this Manual. This leave will be allowed at the discretion of the Executive Director.
For purposes of this policy, the "immediate family" is defined as, only: mother, father, brother, sister, child, spouse, grandparent, grandchild, mother-in-law, father-in-law, daughter-in-law, son-in-law, legal guardian or another person who stands in the place of a parent.
- C. Usage. Bereavement leave may be used to attend the funeral, make funeral arrangements, or attend to other matters directly related to the funeral of an immediate family member. Bereavement leave shall not be granted for any days following the date of the funeral unless approved by the Executive Director. Requests for use of this leave are subject to verification and abuse thereof will be subject to disciplinary action.
- D. Part-time Employees. Part-time employees shall be eligible to use accrued sick leave as described herein and receive their respective regular rate of pay for such leave, only for the days and the number of hours each day that the employee is scheduled to work.
- E. An employee requesting Bereavement Leave for an immediate family member must email Executive Director to request leave.

