



HURON COUNTY BOARD OF MENTAL HEALTH AND ADDICTION SERVICES

2 Oak Street
Norwalk, Ohio 44857

February 11, 2020 BOARD MEETING AGENDA

Location: Grist Room, Fisher Titus Medical Center

Time		Who
6:02 PM	Call to Order	Board Chair
	Guest Introductions	
	Presentations <ul style="list-style-type: none"> • Firelands Vocational Rehabilitation 	
	Approval of Board Minutes	
	Board Chair Report <ul style="list-style-type: none"> • Oath of Office – Lenora Minor 	Board Chair
	Executive Director’s Report	Ex. Director
	Committee Meeting Reports <ul style="list-style-type: none"> • Planning and Monitoring Committee <ul style="list-style-type: none"> ○ Peer Support RFP ○ NAMI ○ LOSS ○ Contract Revision 	
	Old Business	
	Meeting Discussion/New Business <ul style="list-style-type: none"> ○ Catholic Charities ○ Approval of Financial Report ○ Approval of December List of Bills 	
	Guest Introductions/Announcements	
7:25	Adjournment	Board Chair



February 11, 2020

I. CALL TO ORDER

Meeting called to order at __6:02_ PM.

Board Members in attendance:

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

X	Kristen Cardone, Executive Director	X	Ashley Morrow, Administrative Assistant
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II. GUEST INTRODUCTIONS

Jacki Salter (Firelands Counseling & Recovery Services), Jessica Dickman (Family Life Counseling), Kevin Carr (House of Hope), Kim Eberly (Let’s Get Real), Tracy Campbell (Firelands Counseling & Recovery Services), Diane Moyer (Firelands Counseling & Recovery Services), Drew Riley (Peer Supporter)

III. PRESENTATIONS

- Firelands Vocational Rehabilitation
 - Ms. Tracy Campbell began the presentation with an overview of how Firelands Vocational Rehabilitation Services began. Ms. Campbell shared that back in 2011, The Department of Opportunities for Ohioans with Disabilities (OOD) had a two-year wait list for individuals needing Vocational Rehabilitation Services. OOD approached OhioMHAS to discuss partnering to bring Vocational Rehabilitation Services to persons with Severe and Persistent Mental Illness and eventually expand to persons with Substance Use Disorders. OhioMHAS began working with Mental Health and Recovery Service Boards to develop a plan to expand the needed services. Three area Boards provided match funds to expand VR Services to behavioral health consumers.
 - Ms. Diane Moyer further explained how the services work and what their results have been. She stated the target population for the VR Services are adults and youths in transition (ages 14 years and older) that have been impacted by a severe mental illness and/or alcohol/substance abuse.

- The process is as follows: Firelands receives referrals (via self, family, other agencies, FCRS staff, etc.); a coordinator reviews referral and assigns a VR Case Specialist; Client meets with a VR Case Specialist who determines eligibility, creates a plan with the client, and then submits plan to OOD to fund services; and a VR Coordinator then assigns an Employment Specialist who provides services to the client as listed in the plan.
- VR Services include: Preparing individuals for employment, job seeking and job placement. Ms. Moyer shared that one common barrier they encounter is transportation however they have established quite a few relationships with area transit and taxi companies to help fill the gaps and reduce that barrier.
- Dr. Ken Murray asked Ms. Moyer to explain “youths in transition”.
 - Ms. Moyer explained that those are youth who are transitioning into the workforce. She stated that FCRS pays 5 weeks of wages for transition youth to experience what they think they would like to do for work. She added the FCRS also helps cover the transportation costs and other required costs associated with a persons’ employment until they receive their first paycheck.
- Ms. Cardone asked if individuals receiving services must have a diagnosis and Ms. Moyer replied that they do. She added that OOD helps coordinate the Diagnostic Assessment for individuals and currently there is no waitlist for services.

IV. APPROVAL OF BOARD MEETING MINUTES

MOTION: 1	To approve the January 14, 2020 meeting minutes of the Huron County Board of Mental Health and Addiction Services as sent on January 21, 2020.		
Motion Made By:	Lisa Hivnor	Seconded:	Julie Landoll

No Opposition

V. BOARD CHAIR REPORT

- Oath of Office – Lenora Minor
 - Ms. Chieda stated that Ms. Lenora Minor has been appointed to the Huron County MHAS Board by the Ohio Department of Mental Health and Addiction Services to a term beginning immediately and ending June 30, 2020.
 - Ms. Hivnor swore Ms. Minor in and Ms. Chieda asked all Board members to welcome Ms. Minor to the Huron County Board of Mental Health and Addiction Services. Ms. Chieda added that Dr. Ken Murray has agreed to mentor Ms. Minor and they will discuss and determine which committee is the best fit for her when they meet.

VI. EXECUTIVE DIRECTOR REPORT

- Ms. Cardone shared an update on the progress of the renovations currently being done at the new office. Ms. Cardone stated that the conference room will be done soon. She shared that the contractors ended up combining two different offices than initially discussed for two reasons:
 - 1. The occupancy of the conference room is now 28 for the new space vs. 21 for the initial space.
 - 2. By combining the current two rooms , the contractors did not have to remove a wall because what was originally separating the two rooms was a non-load bearing structure made up of bookcases on each side with

drywall added around it. This structure was not up to code and was more cost efficient and safe to remove than the original plan. However, there were additional costs overall due to the fact that the two rooms now combined included drywall repair, wallpaper removal and paint along with costs of salvaging and repurposing the bookcase as requested by the Board.

- Ms. Cardone reviewed a list of the unexpected costs such as: wallpaper removal, painting of walls, window changes and blinds.
- Ms. Cardone added that there will be a new estimate for electrical work addressing the lighting requests (front of the building and the parking lot) and smoke detectors that will be on the agenda to review and vote on in March.
- Ms. Cardone shared that there has been discussion around moving Implementation committee meeting due to financial report timing and effectiveness of overall committee structure. Ms. Cardone informed Board Members that a survey monkey link will be sent out to all Board members with proposed new committee descriptions. She asked Board members to please review and complete survey which asks for dates and times that do not work for monthly meetings and preferred committee.
- Ms. Cardone shared that she will be attending I-SERVE on March 19th, along with 2 representatives from the Huron County Veteran Services office. I-SERVE is an event focused on enhancing coordination across systems to improve access to mental health services in Ohio for veterans, military service members, and their families.
- Ms. Cardone informed Board members that the Crisis Academy will take place the end of February. The purpose of this training is “Integrating Peers Into The Crisis Continuum”. Ms. Cardone shared that the team will consist of Family Life Counseling, Firelands Counseling and Recovery Services, and a representative from a peer agency. Oriana House LLC is unable to attend this training.
- Ms. Cardone shared that she has been working with Richland County on identifying ways to improve the Huron County QRT program.
- Ms. Cardone shared she has been working with Huon County schools to develop a postvention crisis plan.

VII. COMMITTEE MEETING REPORTS

- **PLANNING AND MONITORING COMMITTEE REPORT**

- Mr. Steve Barnes shared that committee members reviewed second quarter reports from contracted agencies and these reports may be found on the Board’s website.
- Mr. Barnes stated that committee members reviewed the Peer Support proposals and presentation responses from Family Life Counseling and Let’s Get Real. Committee members identified the pros and cons of each proposal and discussed what they envision for peer services in the community and what organization they believe will be able to best provide needed services. Mr. Barnes stated the Planning and Monitoring Committee recommends funding the proposal from Let’s Get Real for Peer Support services in Huron County for the remainder of fiscal year 20.

- Peer Support RFP (Attachment III)

MOTION:	Authorize Executive Director to enter into a contract with Let’s Get Real for the remainder of SFY 2020 in an amount not to exceed \$35,708.
2	

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

No Opposition

- NAMI
 - Mr. Barnes stated that Ms. Cardone shared with the committee that she recently met with a NAMI representative from the state to discuss how MHAS can help the NAMI in Huron County provide the services the community needs. NAMI offers support, education, and advocacy for individuals struggling with mental illness and assists in linking people to the services they need while being a support for those waiting for treatment to start. The representative from NAMI suggested hiring a part-time staff person to give NAMI Huron County the attention it needs in order to provide and expand services. This position would be 10-12 hours per week at \$15 per hour. Mr. Barnes stated that the Planning and Monitoring Committee recommends funding a part time position for NAMI for the remainder of SFY 20.

MOTION:	Authorize Executive Director to enter into a contract for SFY 2020 with NAMI for a part time staff position in an amount not to exceed \$3,120.00.
3	
Motion Made By:	Mike White
Seconded:	Ken Murray

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

No Opposition

- LOSS (Attachment IV)
 - Mr. Barnes stated that Ms. Cardone shared with the committee that the Ohio Suicide Prevention Foundation recommended implementing a LOSS (Local Outreach to Suicide Survivors) team in response to the increase in suicides throughout the county. The LOSS Team provides support on-site or soon after for people impacted by completed suicides of loved ones or significant others. She shared that she met with Darrell Shumpert from the Lorain County LOSS Team to gather additional information and Mr. Shumpert submitted a proposal for starting a LOSS Team in Huron County. Ms. Cardone stated that the LOSS position would start at 8 hrs. a week and would cost \$6,211.66 in funding for the remainder of FY20. Additional details regarding the LOSS program may be found in Attachment IV. Mr. Barnes stated the Planning and Monitoring Committee recommends funding the proposal from Darrell Shumpert for LOSS Coordinator services in Huron County.

MOTION: 4	Authorize Executive Director to enter into a contract for SFY 2020 with Darrell Shumpert for Huron County LOSS Coordinator services in an amount not to exceed \$6,212.66.
Motion Made By:	Mike White Seconded: Julie Landoll

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

No Opposition

- Contract revision
 - Ms. Cardone shared that Shaynak-Diaz Law, the law firm that creates and oversees Board contracts, needs to update contracts for FY21 and it will take about 2 hours to make the changes. Ms. Cardone stated she received permission from the Board’s legal representative, Mr. Randal Strickler, to utilize Ms. Shaynak-Diaz’s services again this year. At the time of the committee meetings, Ms. Cardone had not yet received the contract from Ms. Shaynak-Diaz so the committee was unable to make a recommendation, however, a contract was received late last week. The contract is for 2 hours of services and the amount of funding is \$350.

MOTION: 5	Authorize Executive Director to enter into a contract for SFY 2020 with Christina Shaynak-Diaz for contract revision, in an amount not to exceed \$350.
Motion Made By:	Ben Chaffee, Jr. Seconded: Tom Sharpnack

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

No Opposition

- Mr. Barnes share that the minutes from the February 3rd Planning and Monitoring meeting were sent to the Board on February 6th and may be found on the Board’s website.

MOTION: 6	To approve the February 3, 2020 Planning and Monitoring meeting minutes as sent on February 6, 2020.
Motion Made By:	Ken Murray Seconded: Lisa Hivnor

No Opposition

VII. OLD BUSINESS

- Ms. Cardone shared further details regarding the office space and renovations being done. She shared a document that detailed the current costs for the needed renovations as of

2/11/20. Ms. Cardone informed Board members that as discussed previously in the meeting, due to some changes in the way renovations needed to be done, there have been some additional and unexpected costs to the original budget. Ms. Cardone reviewed each line item with Board members and asked if they had any questions, concerns, or if they would like to remove any of the items from the list that have not been completed in order to keep costs down. Board members reviewed the items and discussed the changes. Board members agreed to increase the original amount allocated for renovations to include the new costs.

MOTION: 7	Authorize Executive Director to approve listed renovations not to exceed the overall budgeted amount of \$50,000.		
Motion Made By:	Ben Chaffee, Jr.	Seconded:	Steven Fawcett

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

No Opposition

VIII. MEETING DISCUSSION/NEW BUSINESS

- Catholic Charities (Attachment V)
 - Ms. Cardone shared that Catholic Charities Miriam House applied for funding and they have been awarded \$25,000. The funding however must pass through the Board. Ms. Cardone stated that due to this new funding, the Board would have to approve a contract addendum for the Board to pass the funds to Miriam House. Ms. Cardone reiterated that the Board is not funding any new money, they are only the “pass through” for the funds already awarded from the state.

MOTION: 8	To approve the SFY 2020 Catholic Charities Miriam House contract addendum in an amount not to exceed \$25,000.00.		
Motion Made By:	Julie Landoll	Seconded:	Lisa Hivnor

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

No Opposition

- Financial Report
 - Ms. Cardone shared that the Financial Report was not finalized in time to review at committee meetings and asked Board members to review and approve if there weren’t any concerns.

MOTION: 9	To approve the Financial Report through January 31, 2020 as included in Attachment I.			
Motion Made By:	Ken Murray	Seconded:	Lisa Hivnor	

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

No Opposition

- January 2020 List of Bills
 - Ms. Cardone shared that the January 2020 List of Bills presented was much larger due to the auditor’s office being closed the second half of December for year-end reports. Many of the December bills were processed with January’s billing. She asked Board members to review and approve if there weren’t any concerns.

MOTION: 10	To approve the January 2020 List of Bills as included in Attachment II.			
Motion Made By:	Lisa Hivnor	Seconded:	Julie Landoll	

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

No Opposition

IX. GUEST ANNOUNCEMENTS

- Mr. Kevin Carr requested to speak to the Board. Mr. Carr stated he is the House manager at House of Hope in Willard. He began by thanking MHAS for their support for Willard and all of Huron County. He shared that House of Hope 1 is currently full with 6 men and House of Hope 2 currently has 1 male living in it which is himself. He stated House of Hope currently has 4 applications to go through and they should be full by March with 10 men in recovery. He informed the Board that they currently are looking at more properties in Willard to continue expanding after their second house is full. He stated all men living at the house are Huron County residents. Mr. Carr plans on attending Board meetings monthly to give updates on the status of the house.
- Mr. Drew Riley requested to address the Board. He wanted to thank the Board for their support and efforts in the community. In addition, he wanted to apologize for

his comment he made regarding the QRT program at the January Board meeting, stating “it doesn’t work and doesn’t make an impact”. He stated as a peer supporter, if clients do not “get in the car and go to treatment right away” he wasn’t seeing that as a success. However, after speaking with Ms. Cardone, he realized just because immediate results aren’t always seen, it doesn’t mean the program doesn’t work. He added that he forgot it is also about “planting the seed”. He appreciated Ms. Cardone helping him see that.

- Ms. Kim Eberly addressed the Board and thanked them for their faith in her organization, Let’s Get Real, for peer services. She stated the first thing that needs to be done is meet with Ms. Cardone to create a transition plan. She added, she then would like to interview all current Huron County Peer Supporters herself and review paperwork with them. She added that she did follow through with applying for funding through the Community Foundation for Huron County and may have additional funds for services.

X. ADJOURNMENT

MOTION: 11	To adjourn the February 11 th , 2020 Huron County Board of Mental Health and Addiction Services Board meeting.		
Motion Made By:	Ben Chaffee Jr.	Seconded:	Steve Barnes

No Opposition

The February 11, 2020 meeting of the Board adjourned at __7:25__p.m.

Attachment I: Financial Report

Calendar Year 2020 Receipts and Cash Journal							
January 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	0.00	0.00	0.00	0.0%	42,304.00
ADTR Block Grant	100.100.10122	Fed AOD	0.00	0.00	0.00	0.0%	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	0.00	14,000.00	14,000.00	8.9%	156,526.71
STATE FUNDS							
MH Subsidy	100.100.10121	State MH	0.00	24,001.50	24,001.50	2.7%	875,700.00
Recovery Housing	100.100.10123	State AOD	0.00	0.00	0.00	0.0%	45,900.00
AOD Subsidy	100.100.10127	State AOD	0.00	55,694.50	55,694.50	42.2%	131,870.50
State Grants	100.100.10166	State MH & Aod	0.00	0.00	0.00	0.0%	74,998.00
LOCAL FUNDS							
Real Estate Tax	100.100.10100	Huron Levy	0.00	0.00	0.00	0.0%	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	0.00	426.42	426.42	8.5%	5,000.00
IDAT	100.100.10168	IDAT	0.00	0.00	0.00	0.0%	10,000.00
TOTAL RECEIPTS:			\$ -	\$ 94,122.42	\$ 94,122.42	4.4%	2,118,276.21
CASH JOURNAL RECONCILIATION							
Beginning Cash Balance:			\$ 3,868,896.32				
Plus: Receipts			94,122.42				
Equals: Total Balance			\$ 3,963,018.74				
Minus: Expenditures			(39,373.47)				
Equals: Ending Balance			\$ 3,923,645.27				
Minus: Encumbrances			-				
Equals:			\$ 3,923,645.27				

Jan-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	9,384.12	5.6%	0.00	168,491.00	159,106.88
SUPPLIES 100.100.00175	1,644.96	1,644.96	32.9%	3,355.04	5,000.00	0.00
EQUIPMENT 100.100.00200	0.00	0.00	0.0%	0.00	500.00	500.00
CONTRACT REPAIRS 100.100.00275	369,250.67	369,250.67	19.9%	1,489,286.14	1,858,536.81	0.00
RESIDENTIAL PROGRAM 100.100.00280	0.00	0.00	#DIV/0!	0.00	0.00	0.00
TRAVEL 100.100.00300	286.60	286.60	6.4%	4,213.40	4,500.00	0.00
O.P.E.R.S. 100.100.00400	1,313.78	1,313.78	5.6%	0.00	23,588.74	22,274.96
WORKERS' COMP 100.100.00425	0.00	0.00	0.0%	0.00	3,201.33	3,201.33
UNEMPLOYMENT 100.100.00450	0.00	0.00	#DIV/0!	0.00	0.00	0.00
MEDICARE 100.100.00460	131.12	131.12	5.4%	0.00	2,443.12	2,312.00
OTHER EXPENSES 100.100.00475	2,546.59	2,546.59	7.0%	32,462.41	36,509.00	1,500.00
HOSPITALIZATION 100.100.00500	2,526.01	2,526.01	14.8%	0.00	17,040.00	14,513.99
TOTAL:		387,083.85	18.3%	1,529,316.99	2,119,810.00	203,409.16

Attachment II: December 2019 List of Bills

Huron County Audit Trail by Account

Accounts: 100.100.00125 to 100.100.00500
From: 1/1/2020 to 1/31/2020

Account Types: All
Journal Definitions: Multiple

Date	Line Description	Source Document	Debit Amount	Credit Amount
100.100.00125 Salaries				
01/10/2020	Gross: 2020.01.10 Payroll		\$4,692.06	\$0.00
01/24/2020	Gross: 2020.01.24 Payroll		\$4,692.06	\$0.00
100.100.00125 Total:			\$9,384.12	\$0.00
100.100.00175 Supplies				
01/15/2020	LEVY envelopes 8 tab index from 290180 - 202	CK0000394284-01 PO2020-00156 Roesch Associates Inc	\$65.74	\$0.00
01/15/2020	LEVY office supplies from 290180 - 2020.1.15	CK0000394285-01 PO2020-00156 Kristen Cardone	\$248.71	\$0.00
01/15/2020	LEVY offices supplies from 290180 - 2020.1.1	CK0000394283-01 PO2020-00156 Amazon Capital Services	\$152.25	\$0.00
01/23/2020	LEVY screws for signs from 290913 - 2020.1.2	CK0000394583-01 PO2020-00156 Kristen Cardone	\$15.34	\$0.00
01/23/2020	LEVY dish soap from 290913 - 2020.1.23 Non C	CK0000394562-01 PO2020-00156 Ashley Morrow	\$1.07	\$0.00
01/23/2020	LEVY Office Supplies from 290913 - 2020.1.23	CK0000394561-01 PO2020-00156 Amazon Capital Services	\$539.86	\$0.00
01/29/2020	Levy wall decal and business cards from 2914	CK0000394849-01 PO2020-00156 Insight Type & Graphics	\$280.00	\$0.00
01/29/2020	LEVY Office Supplies from 291419 - 2020.01.2	CK0000394847-01 PO2020-00156 Amazon Capital Services	\$293.09	\$0.00
01/29/2020	LEVY copy paper from 291419 - 2020.01.29 Non	CK0000394848-01 PO2020-00156 Roesch Associates Inc	\$48.90	\$0.00
100.100.00175 Total:			\$1,644.96	\$0.00
100.100.00275 Contract Repairs				
01/15/2020	Levy MIP Program from 290180 - 2020.1.15 Non	CK0000394296-01 PO2020-00157 ONNYX LLC	\$398.00	\$0.00
01/15/2020	LEVY RES QRT Services from 290180 - 2020.1.1	CK0000394301-01 PO2020-00157 Drew Riley	\$81.25	\$0.00
01/15/2020	GRF 421 Comm Invest drug test from 290180 -	CK0000394298-01 PO2020-00157 Fisher-Titus Medical Center	\$48.00	\$0.00
01/15/2020	ATP Oct-Nov 19 Services from 290180 - 2020.1	CK0000394286-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$4,254.85	\$0.00
01/15/2020	SAPT GOSH 111919 from 290180 - 2020.1.15 Non	CK0000394289-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$3,626.15	\$0.00
01/15/2020	GRF 421 MH Inpatient Services from 290180 -	CK0000394304-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$4,067.40	\$0.00
01/15/2020	GRF 421 Comm Inv ALERT Services from 290180	CK0000394299-01 PO2020-00157 Kay Smith	\$100.00	\$0.00
01/15/2020	GRF 421 Comm Invest Indigent Fund 1 12719 fro	CK0000394300-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$6,500.00	\$0.00
01/15/2020	LEVY Carpet Cleaning from 290180 - 2020.1.15	CK0000394315-01 PO2020-00157 MAD Cleaning LLC	\$500.00	\$0.00
01/15/2020	LEVY Attic Mold Remediation from 290180 - 20	CK0000394315-01 PO2020-00157 MAD Cleaning LLC	\$2,378.26	\$0.00
01/15/2020	LEVY office signage water bill cell phone fr	CK0000394316-01 PO2020-00157 Ashley Morrow	\$566.25	\$0.00
01/15/2020	LEVY stamp reimbursement from 290180 - 2020.	CK0000394316-01 PO2020-00157 Ashley Morrow	\$62.15	\$0.00
01/15/2020	LEVY Recovery Navigation Services from 29018	CK0000394312-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$527.58	\$0.00
01/15/2020	GRF 421 Comm Invest Recovery to Work Program	CK0000394303-01 PO2020-00157 MHR Board of Erie & Ottawa Counties	\$4,289.08	\$0.00
01/15/2020	LEVY Trash/Dumpster Services from 290180 - 2	CK0000394294-01 PO2020-00157 Cyclone Services Inc	\$52.50	\$0.00
01/15/2020	LEVY RES Nov 19 Age Exchange Program Service	CK0000201004-01 PO2020-00157 Services for Aging Inc	\$3,498.56	\$0.00
01/15/2020	GRF 421 MH 3QFY20 GOSH Services from 290180	CK0000394295-01 PO2020-00157 County of Clark Ohio	\$2,056.25	\$0.00
01/15/2020	LEVY Spectrum and Cell Phone Reimbursement f	CK0000394285-01 PO2020-00157 Kristen Cardone	\$362.65	\$0.00
01/15/2020	GRF 421 Comm Inv ALERT Services from 290180	CK0000394293-01 PO2020-00157 Sandra Koether	\$434.50	\$0.00
01/15/2020	LEVY 121919-012020 electric service from 290	CK0000394291-01 PO2020-00157 Ohio Edison	\$159.15	\$0.00

Audit Trail by Account
From: 1/1/2020 to 1/31/2020

Date	Line Description	Source Document	Debit Amount	Credit Amount
01/15/2020	GRF 421 Comm Invest Oct-Nov 19 Services from	CK0000394309-01 PO2020-00157 OhioMHAS Ohio Pharmacy Services	\$3,982.50	\$0.00
01/15/2020	LEVY Dec 19 Rent from 290180 - 2020.1.15 Non	CK0000394310-01 PO2020-00157 Norwalk Economic Development Corpor	\$680.00	\$0.00
01/15/2020	GRF 421 AOD GOSH 120319, 121019, 121719 from	CK0000201009-01 PO2020-00157 Family Life Counseling and Psychiat	\$402.37	\$0.00
01/15/2020	GRF 421 MH GOSH 120319, 121019, 121719 from	CK0000201009-01 PO2020-00157 Family Life Counseling and Psychiat	\$559.75	\$0.00
01/15/2020	LEVY House of Hope Recovery Housing from 290	CK0000201009-01 PO2020-00157 Family Life Counseling and Psychiat	\$6,116.10	\$0.00
01/15/2020	ATP July-Sept 19 Services from 290180 - 2020	CK0000394307-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$2,203.19	\$0.00
01/15/2020	GRF 421 MH Linkage Services from 290180 - 20	CK0000394306-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$818.64	\$0.00
01/15/2020	GRF 421 MH RESCUE Services from 290180 - 202	CK0000394313-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$1,125.00	\$0.00
01/15/2020	GRF 421 MH Indigent Fund 112719 from 290180	CK0000394311-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$39.49	\$0.00
01/15/2020	GRF 421 Comm Inv ALERT Services from 290180	CK0000394314-01 PO2020-00157 Amber R Pugh	\$602.13	\$0.00
01/15/2020	GRF 421 Comm Inv ALERT Services from 290180	CK0000394314-01 PO2020-00157 Amber R Pugh	\$200.00	\$0.00
01/15/2020	GRF 421 MH Clinical Exoeption 112719 from 29	CK0000394297-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$628.28	\$0.00
01/15/2020	LEVY RES Oct-Nov 19 Mentoring Program from 2	CK0000394292-01 PO2020-00157 North Point Educational Service Cen	\$13,092.76	\$0.00
01/15/2020	LEVY 112419-122419 Copier Lease and Usage fr	CK0000394305-01 PO2020-00157 US Bank Equipment Finance	\$432.29	\$0.00
01/15/2020	MH BG GOSH 111919 from 290180 - 2020.1.15 No	CK0000394302-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$33,562.02	\$0.00
01/15/2020	LEVY IT/Data installation at new office from	CK0000394287-01 PO2020-00157 Rzynt LLC	\$1,435.00	\$0.00
01/15/2020	LEVY RES QRT Services from 290180 - 2020.1.1	CK0000394308-01 PO2020-00157 Kevin Christopher Mount	\$50.00	\$0.00
01/15/2020	GRF 421 MH Nov 19 Adult Advocacy Services fr	CK0000394288-01 PO2020-00157 Catholic Charities Diocese of Toled	\$2,004.75	\$0.00
01/15/2020	LEVY RES Sept-Nov 19 Mentoring Program Serv	CK0000394290-01 PO2020-00157 Reach Our Youth CASA	\$6,540.33	\$0.00
01/23/2020	Void Pmt for Inv 20-0052 Inv 1210 Ln ATP Oct	CK0000394571-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$0.00	\$4,254.85
01/23/2020	Void Pmt for Inv 20-0004 Ln GRF 421 Comm Inv	CK0000394314-01 PO2020-00157 Amber R Pugh	\$0.00	\$602.13
01/23/2020	Void Pmt for Inv 20-0003 Ln GRF 421 Comm Inv	CK0000394314-01 PO2020-00157 Amber R Pugh	\$0.00	\$200.00
01/23/2020	GRF 421 MH GOSH 011420 from 290913 - 2020.1.	CK0000394565-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$8,115.52	\$0.00
01/23/2020	LEVY RES Dec 19 Age Exchange Program Serv	CK0000201112-01 PO2020-00157 Services for Aging Inc	\$2,503.28	\$0.00
01/23/2020	GRF 421 MH July 19 Inpatient Services from 2	CK0000394563-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$4,057.40	\$0.00
01/23/2020	LEVY CY20 Anti-Virus Services from 290913 -	CK0000201114-01 PO2020-00157 ES Consulting Inc	\$48.00	\$0.00
01/23/2020	LEVY 122419-012420 copier lease and usage fr	CK0000394577-01 PO2020-00157 US Bank Equipment Finance	\$331.42	\$0.00
01/23/2020	LEVY DFCA Services from 290913 - 2020.1.23 N	CK0000394564-01 PO2020-00157 Norwalk Economic Development Corpor	\$13,539.11	\$0.00
01/23/2020	GRF 421 MH GOSH 010620 Services from 290913	CK0000201118-01 PO2020-00157 Family Life Counseling and Psychiat	\$1,004.44	\$0.00
01/23/2020	LEVY Dec 19 House of Hope Recovery Housing S	CK0000201118-01 PO2020-00157 Family Life Counseling and Psychiat	\$9,344.19	\$0.00
01/23/2020	GRF 421 AOD GOSH 010620 from 290913 - 2020.1	CK0000201118-01 PO2020-00157 Family Life Counseling and Psychiat	\$435.08	\$0.00
01/23/2020	GRF 421 AOD GOSH 011420 from 290913 - 2020.1	CK0000201118-01 PO2020-00157 Family Life Counseling and Psychiat	\$143.79	\$0.00
01/23/2020	GRF 421 MH GOSH 011420 from 290913 - 2020.1.	CK0000201118-01 PO2020-00157 Family Life Counseling and Psychiat	\$165.78	\$0.00
01/23/2020	SAPT GOSH 011420 from 290913 - 2020.1.23 Non	CK0000394567-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$1,431.76	\$0.00
01/23/2020	Title XX GOSH 011420 from 290913 - 2020.1.23	CK0000394574-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$7,600.75	\$0.00
01/23/2020	GRF 421C 336422 Services from 290913 - 2020.	CK0000394572-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$214.94	\$0.00
01/23/2020	GRF 421C 336422 Services from 290913 - 2020.	CK0000394568-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$4,406.34	\$0.00
01/23/2020	GRF 421 Comm Invest ALERT Services from 2909	CK0000394575-01 PO2020-00157 Drew Riley	\$602.13	\$0.00
01/23/2020	LEVY office signage from 290913 - 2020.1.23	CK0000394570-01 PO2020-00157 Foghorn Designs LLC	\$422.01	\$0.00
01/23/2020	ATP Oct-Nov 19 Services from 290913 - 2020.1	CK0000394571-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$4,254.85	\$0.00
01/23/2020	GRF 421 Comm Invest ALERT Services from 2909	CK0000394566-01 PO2020-00157 Amber R Pugh	\$200.00	\$0.00
01/23/2020	LEVY RES NoBars Program Services from 290913	CK0000394579-01 PO2020-00157 Oriana House Inc	\$106,953.34	\$0.00
01/23/2020	LEVY FY20 Court Services from 290913 - 2020.	CK0000394579-01 PO2020-00157 Oriana House Inc	\$33,333.33	\$0.00
01/23/2020	LEVY meeting expense water coffee etc from 2	CK0000394562-01 PO2020-00157 Ashley Morrow	\$14.43	\$0.00
01/23/2020	GRF 421C 336422 Services from 290913 - 2020.	CK0000394573-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$2,445.78	\$0.00
01/23/2020	Recovery Housing Oct-Nov 19 Services at Mirf	CK0000394578-01 PO2020-00157 Catholic Charities Diocese of Toled	\$6,221.49	\$0.00

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Audit Trail by Account
From: 1/1/2020 to 1/31/2020

Date	Line Description	Source Document	Debit Amount	Credit Amount
01/23/2020	GRF 421 MH Adult Advocacy Services from 2909	CK0000394578-01 PO2020-00157 Catholic Charities Diocese of Toled	\$1,320.00	\$0.00
01/23/2020	LEVY dumpsters-trash services from 290913 -	CK0000394576-01 PO2020-00157 Cyclone Services Inc	\$110.00	\$0.00
01/23/2020	LEVY RES QRT Services from 290913 - 2020.1.2	CK0000394569-01 PO2020-00157 Kevin Christopher Mount	\$50.00	\$0.00
01/29/2020	LEVY Dec 19 Financial Management Services fr	CK0000394856-01 PO2020-00157 Mental Health & Recovery Services B	\$2,500.00	\$0.00
01/29/2020	SAPT Prev AOD Info Dissemination from 291419	CK0000394852-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$69.55	\$0.00
01/29/2020	LEVY DINA services from 291419 - 2020.01.29	CK0000394854-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$48.32	\$0.00
01/29/2020	SAPT BG MAT Services from 291419 - 2020.01.2	CK0000394864-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$1,544.42	\$0.00
01/29/2020	GRF 421C 336423 CIT Training from 291419 - 2	CK0000394862-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$1,232.51	\$0.00
01/29/2020	LEVY office signage from 291419 - 2020.01.29	CK0000394858-01 PO2020-00157 Foghorn Designs LLC	\$60.00	\$0.00
01/29/2020	GRF 421 Comm Invest ALERT Services from 2914	CK0000394855-01 PO2020-00157 Amber R Pugh	\$117.10	\$0.00
01/29/2020	SOR FFY20 Services from 291419 - 2020.01.29	CK0000394860-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$24,549.30	\$0.00
01/29/2020	GRF 421 Comm Invest ALERT Services from 2914	CK0000394857-01 PO2020-00157 Kay Smith	\$50.00	\$0.00
01/29/2020	LEVY 121619-011720 Gas Service from 291419 -	CK0000394851-01 PO2020-00157 Columbia Gas of Ohio	\$61.07	\$0.00
01/29/2020	GRF 421 MH GOSH 012120 from 291419 - 2020.01	CK0000201177-01 PO2020-00157 Family Life Counseling and Psychiat	\$43.16	\$0.00
01/29/2020	LEVY Oct-Dec 19 House of Hope Recovery Housl	CK0000201177-01 PO2020-00157 Family Life Counseling and Psychiat	\$20,783.25	\$0.00
01/29/2020	GRF 421 AOD GOSH 012120 from 291419 - 2020.0	CK0000201177-01 PO2020-00157 Family Life Counseling and Psychiat	\$54.00	\$0.00
01/29/2020	Recovery Housing Dec 19 Services from 291419	CK0000394863-01 PO2020-00157 Catholic Charities Diocese of Toled	\$2,859.19	\$0.00
01/29/2020	ATP Dec 19 Services from 291419 - 2020.01.29	CK0000394859-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$203.70	\$0.00
01/29/2020	GRF 421C 336423 Ohio Detox Facility from 291	CK0000394850-01 PO2020-00157 Firelands Counseling & Recovery Ser	\$2,749.74	\$0.00
01/29/2020	GRF 421 Comm Invest ALERT Services from 2914	CK0000394861-01 PO2020-00157 Sandra Koehler	\$210.00	\$0.00
01/29/2020	GRF 421 Comm Invest ALERT Services from 2914	CK0000394853-01 PO2020-00157 Drew Riley	\$340.00	\$0.00
100.100.00275 Total:			\$374,307.65	\$5,056.98
100.100.00300 Travel				
01/15/2020	LEVY Dec 19 Mileage Reimbursement from 29018	CK0000394285-01 PO2020-00158 Kristen Cardone	\$216.79	\$0.00
01/23/2020	LEVY Jan 20 mileage reimbursement from 29091	CK0000394583-01 PO2020-00158 Kristen Cardone	\$35.54	\$0.00
01/23/2020	LEVY Jan 20 mileage reimbursement from 29091	CK0000394562-01 PO2020-00158 Ashley Morrow	\$34.27	\$0.00
100.100.00300 Total:			\$286.60	\$0.00
100.100.00400 OPERS				
01/15/2020	Matching for OPERS 2129-08 (Matching PERS) f	CK0000020001-54 O.P.E.R.S.	\$656.89	\$0.00
01/15/2020	Matching for OPERS 2129-08 (Matching PERS) f	CK0000020001-18 O.P.E.R.S.	\$656.89	\$0.00
100.100.00400 Total:			\$1,313.78	\$0.00
100.100.00460 Medicare				
01/13/2020	Matching for Medicare (Matching Medicare) f	CK0000020002-57 Civista Bank - Payroll Taxes	\$65.56	\$0.00
01/27/2020	Matching for Medicare (Matching Medicare) f	CK0000020005-58 Civista Bank - Payroll Taxes	\$65.56	\$0.00
100.100.00460 Total:			\$131.12	\$0.00
100.100.00475 Other Expenses				
01/15/2020	Levy meeting expense-food from 290180 - 2020	CK0000394317-01 PO2020-00159 Livinlarge Inc	\$91.94	\$0.00
01/15/2020	LEVY meeting expense-food from 290180 - 2020	CK0000394316-01 PO2020-00159 Ashley Morrow	\$62.85	\$0.00
01/15/2020	LEVY glass award from 290180 - 2020.1.15 Non	CK0000394319-01 PO2020-00159 Nobilis Sports & Trophies	\$65.00	\$0.00
01/15/2020	LEVY Board member gift meeting expense from	CK0000394285-01 PO2020-00159 Kristen Cardone	\$1,004.65	\$0.00
01/15/2020	Levy meeting expense-food from 290180 - 2020	CK0000394319-01 PO2020-00159 The Freight House Grill and Pub	\$133.36	\$0.00
01/23/2020	Void Pmt for Inv 645 Ln Levy Ohio Recovery H	CK0000390973-01 PO2019-00379 OACBHA Foundation	\$0.00	\$1,500.00
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Audit Trail by Account
From: 1/1/2020 to 1/31/2020

Date	Line Description	Source Document	Debit Amount	Credit Amount
01/23/2020	LEVY meeting expenses food drinks etc from 2	CK0000394583-01 PO2020-00159 Kristen Cardone	\$195.06	\$0.00
01/23/2020	LEVY meeting expenses catering from 290913 -	CK0000394582-01 PO2020-00159 Livinlarge Inc	\$178.94	\$0.00
01/23/2020	LEVY meeting expense catering from 290913 -	CK0000394580-01 PO2020-00159 Pizza Post	\$117.35	\$0.00
01/23/2020	LEVY First Half 2019 Real Estate Taxes from	CK0000394581-01 PO2020-00159 Huron County Treasurer	\$2,157.24	\$0.00
100.100.00475 Total:			\$4,046.59	\$1,500.00
100.100.00500 Hospitalization				
01/06/2020	Deduction: Hartford Life Insurance 10,000 AI	CK0000394146-12 The Hartford	\$3.34	\$0.00
01/28/2020	Health Insurance-January from 290150 - CEBCO	CK0000394882-01 Huron County Treasurer	\$2,522.67	\$0.00
100.100.00500 Total:			\$2,526.01	\$0.00
Grand Total:			\$393,640.83	\$6,556.98

Attachment III: Peer Support RFP proposal summary

1. Organization: Let's Get Real

2. Plan:

It is our goal to work with and enhance the current ALERT program. We appreciate all the hard work that has gone into building the program and the relationships that have been made. The first step will be to meet with the ALERT peers to get to know them better, their availability, and goals in working with the ALERT program. That will provide us with a better picture of the current capacity as we work to expand programs.

We have already talked to two trainers about offering a peer support training in Huron County for Huron County residents seeking CPRS certification, and the expense of this training is not reflected in the proposed budget because it will not be at the expense of Huron County Board of Mental Health and Addiction Services. Our next step will be to work towards setting up a training and finding candidates that are interested in going through the training and pass our currently successful vetting process. When we find people interested, we work with them to help through the certification process, which can be arduous.

We would also reach out to the appropriate contacts within the police departments, hospitals, and Huron County organizations that we will be working with moving forward. This will provide us with a better picture of the overall need and potential within Huron County. This will also provide better insight into training and addiction education that may be needed. We have found in Lorain County that law enforcement and medical staff have a desire to help, but they do not know what they can do.

Once we get started and feel the WHO project with Fisher Titus Medical Center is running seamlessly, we will reach out to Mercy in Willard to discuss an expansion of the program into their emergency department. We have close ties with the director of emergency services in Mercy Regional Medical Center Lorain and hope that we can use our already established relationships to expand programs in Huron County.

Opening and staffing the peer support center would be a top priority and happen simultaneously to getting acquainted with the ALERT projects and peers. With Drew Riley's assistance, we already have leads on donated office equipment and furniture to reduce initial expenses and expedite the launch of the new center. Once the peer support center is up and running, we will reach out to local media to get some coverage on the ALERT program and what is available to residents in need. In Lorain County, we have found this to be an effective way to publicize our services. We will also work on reaching out to local churches and nonprofits with information on services.

Our goal is not to take over the existing projects but to leave ALERT under the LGR umbrella, utilizing our vast knowledge and experience in peer support services to complement and enhance the existing ALERT project.

We would like to continue our goal of filling the gaps in recovery support services with our groups in Huron County. All of our support groups are peer-to-peer and run by volunteer facilitators. We offer SMART Recovery, Adult children of Alcoholics, Life Recovery Bible, a family and children's group, and a grief support group for those who have lost someone to addiction.

3. Number of proposed staff/staffing plan for HC:

Our intent is to utilize the existing peer supporters in ALERT and from Huron County. We have the capacity to provide "overflow" support with our existing peer supporters. Our goal is to keep that peer supporters for ALERT/WHO local Huron County natives. Discussion has already been done to perform an additional peer support training and get more Huron County locals certified. As several peer support trainers are also affiliated with Let's Get Real, Inc and have already committed to a training.

4. Collaboration with local agencies:

Utilizing a client-centered approach, we intend to solidify existing relationships with Family Life Counseling, Firelands, Oriana House, and House of Hope Men's Sober Living of Willard. If selected, we would start by reaching out to each police department to review the project procedures and to talk to them about the needs of the county as they see it through the lens of law enforcement. We will also reach out to the Director of the Emergency Department at Fischer-Titus, as well as the heads of nursing and social work for the emergency department, as we have found the people in those positions to be strong advocates for what we are trying to accomplish.

5. Timeline:

Steps laid out but specifics regarding when are not clear.

6. Experience:

LGR opened as a Recovery Community Organization (RCO) in August 2013. In 2013, LGR started offering peer recovery support services, matching a specially trained individual with long-term sobriety with someone just beginning the recovery journey. The Alcohol and Drug Addiction Services (ADAS) Board of Lorain County retained LGR to provide peer recovery support services as part of a number of special projects.

7. Medicaid and financial stability plan:

We currently bill through the Mental Health and Addiction Services Board of Lorain County, Erie County Detoxification, and Firelands Counseling and Recovery Services. We already have in existence a secondary bank account that we will utilize for the ALERT projects to maintain transparency. Additionally, our intent is to have all Huron County peer supporters paid through ADP payroll system to minimize mistakes and provide the board with the transparency they deserve.

Although we cannot currently bill Medicaid directly for peer support services, we are working towards that goal. All of our peer supporters have gone through the process of attaining an NPI number, so they are certified to be billed under Medicaid. We have had meetings with

representatives from CareSource and Buckeye, and have consulted with other organizations within the treatment community on the process. We have reached out to and are working with a consultant that specializes in helping organizations navigate the Medicaid billing process. With the help of the consultant, we are estimating by April we will be able to bill under Medicaid for some peer support services.

As we become established in Huron County, we can further explore grant opportunities and fundraising efforts to help fund the ALERT program. We will continue in the process of becoming Medicaid certified, so we can bill directly for peer support services as allowable.

We are confident we will receive donations of furniture and equipment for the peer support center. We have approached a new private foundation opening in January 2020 and have a verbal commitment of \$10,000 to go towards Huron County recovery support services. In addition to private foundation grants, with the assistance of Ohio Citizens Advocates for Addiction Recovery, we monitor the availability of new state and federal grants.

Although not mandatory, we have an independent auditor that conducts an annual audit. As a board-run 501c3, there is a clear checks and balance system. We are reviewed and audited by our board on a monthly basis. CPA services are provided by Park and Illenberger, CPAs of Lorain, and we also employ an additional certified public accountant that reviews our billing processes, accounts payable and receivables on a monthly basis. Annual reports, tax statements, and additional documentation can be supplied upon your request.

8. Mental Health? Yes

9. Transportation? Yes

10. Peer Center?

Opening and staffing the peer support center would be a top priority and happen simultaneously to getting acquainted with the ALERT projects and peers. With Drew Riley's assistance, we already have leads on donated office equipment and furniture to reduce initial expenses and expedite the launch of the new center.

11. Financial request: \$85,700 for SFY 2020, Amount for remainder of SFY 2020 = \$35,708.33

12. Questions:

- a. Will the \$48,000 in funding for CPRS go away once the organization is able to bill Medicaid?
 - i. *Ms. Eberly stated that it is almost impossible to take the \$48,000 away from her budget because she is currently not a Medicaid provider. She added that Peer Support is a continuum of care service and many times the services are considered crisis management.*
- b. What are their plans for the future? Do they plan to hand off the program to individuals named in the proposal? If so, what does that handoff look like?
 - i. *Ms. Eberly stated that she is not considering handing off the program and wants to oversee the program and services herself.*
- c. Is this proposal tied to individuals as named in the proposal?
 - i. *Ms. Eberly stated that her proposal is not tied to anyone specifically named in her proposal, she wants to oversee the program and services herself. Although Mr. Riley is mentioned in the proposal, she stated she is the ultimate administrator.*

- d. The request seems low to include a peer center, explanation of the budget in greater detail is wanted. Does the budget include the cost of rental for a peer center and if not, how would the budget increase if renting a space is required?
 - i. *Ms. Eberly stated regarding a peer center location, she does not have a location in mind as of now. She said she was hoping that the basement of the new MHAS building was an option. She added that if she does need to find a space for a peer center, the funding requested will have to increase roughly \$12,000-\$15,000. She added that peer services can be operated from anywhere but the benefit of a peer center is for a place to work and for people to come and meet. She envisions a center that is open 9am-9pm, where peer supporters can complete paperwork, supervision can take place, team meetings can be held, recovery support groups can meet, and people from the community can walk in and get resources and support.*
- e. Is the funding request for a whole fiscal year or just the remainder of FY20?
 - i. *Ms. Eberly stated that the funding requested was for a 12-month period.*

Attachment IV: LOSS

LOSS TEAM: provides bereavement on-site or soon after services for people impacted by completed suicides of loved ones or significant others. This procedure establishes the guidelines to follow when activating the LOSS team.

DEFINITIONS:

LOSS: Local Outreach to Suicide Survivors

Suicide Survivor: A person significantly impacted by the death of a family member or friend by suicide.

NAMI: National Alliance on Mental Illness.

ESS: Emergency Stabilization Service- 24-hour crisis line.

OIC: Responding Officer In Charge

I. Activation Procedures: A one-hour response time is required for each activation call (from the time the call is received until the time that the team arrives at the scene).

- a. At the death scene, when the Officer in Charge suspects that the manner of death is suicide, the LOSS team should be activated.
- b. The OIC will call ESS (800-888-6161) to activate the team, and provide any pertinent information, such as:
 - Name of deceased
 - Age
 - Gender
 - Method of suicide
 - Who found the body
 - Name of family members
 - Address of the scene
 - Any special directions/instructions

II. On-Scene Procedures:

- a. When the LOSS team (usually 2 members) arrives on scene, they will identify themselves and ask to speak to the OIC.
- b. LOSS team members will not enter the scene until cleared by law enforcement.
- c. The OIC will introduce the LOSS team members to the family/friends of the deceased.
- d. After the introduction, the Team members will give the survivor/s important follow up information and emotional support. Referrals to appropriate counseling and crisis intervention services, as well as support groups will also be given to the individuals.
- e. If at any time the survivor/s do not want to speak with the LOSS Team members, the Team will leave the scene.
- f. All information learned at the scene is confidential.
- g. LOSS team members may not speak to the media.

III. Delayed Activation Procedure: If the OIC determines the suicide is not appropriate to activate the LOSS team in any way at any time, the call will still be made to ESS with the pertinent information, and the team may be activated later.

**Huron County Board of Mental Health and Addiction Services
Grant Budget Request Form**

Project Title:	Huron County LOSS Coordinator	Budget Year: 2020
Applicant:	Darrell Shumpert	

Please list all sources of revenue/funding for your project

Revenue	Project Revenue		
MHAS Grant Funds Requested	14,908		
<i>Other Funding: please list</i>			
1)	0		
2)	0		
3)	0		
4)	0		
Total Other Funds	0		
In-Kind Rev:	0		
Total Revenue:	14,908		
Expenses: Detail in Budget Narrative	Project Expenses	MHAS Grant Expenses	Other Funds/ In-Kind
Salaries & Wages (list individually in the narrative)	11,440	11,440	0
Fringe Benefits and payroll taxes	0	0	0
Consultants (list separately in the narrative)	0	0	0
Travel (miles X rate at IRS allowable rate)	3,468	3,468	0
Supplies & Equipment (list separately in the narrative)	0	0	0
Printing & Copying	0	0	0
Other (specify in the narrative)	0	0	0
Total Expenses:	14,908	14,908	0

Huron County Board of Mental Health and Addiction Services
Budget Narrative

Project Title:	Huron County LOSS Coordinator	Budget Year:	2020
Applicant:	Darrell Shumpert		

	Project Expenses	MHAS Grant Expenses	Other Funds/ In-Kind
Expenses: Detail in Budget Narrative			
Salaries & Wages:	11,440		0
\$22 p/h x 10p/w x 52 weeks per year			
Fringe Benefits and payroll taxes:	0	0	0
Consultants:	0	0	0
Travel (miles X rate at IRS allowable rate):	3,468	0	0
115 est. miles per week x \$0.58 p/m x 52 weeks/year			
Supplies & Equipment:	0	0	0
Printing & Copying	0	0	0
Other (specify):	0	0	0
Total Expenses:	14,908	0	0

Attachment V: Catholic Charities



Promoting wellness and recovery

Mike DeWine, Governor • Lori Criss, Director • 30 E. Broad St. • Columbus, OH 43215 • (614) 466-2596 • mha.ohio.gov

January 2, 2020

Sent via: EMAIL

Kristen Cardone, Executive Director
Huron County Mental Health and Addiction Services
director@huroncountymhas.org

**Re: OhioMHAS Match Funds for Ohio Development Services Agency's (ODSA)
Supportive Housing Program (SHP)**

Dear Kristen,

We are excited to have the opportunity to partner with your local community and the Ohio Development Services Agency (DSA) in meeting the needs of Ohioans experiencing homelessness and living with mental illness, substance use disorders and/or co-occurring disorders.

Therefore, in follow up to our May 23, 2019 Pre-Application Commitment Letter and based on the final award of \$92,100.00 by ODSA, please allow this letter to serve as notification that OhioMHAS has awarded Miriam House \$25,000 to contribute to the 50% match requirement outlined in ODSA SHP application. These funds have been awarded for the funding category of Transitional Housing to initiate/maintain housing program(s) for persons experiencing homelessness with a mental illness, substance use disorder and/or co-occurring disorder in accordance with the guidelines noted in the ODSA Grant Application.

These Federal Block Grant (CFDA #: 93.958) funds will be "pushed-out" to the Board in the 3rd Quarter allocation. These funds should be expended by May 30, 2020, but no later than June 30, 2020.

If you have any questions, please feel free to contact Kevin James, as noted below, or Roma Barickman at 614-466-4750 or by email at Roma.Barickman@mha.ohio.gov.

In service,

Kevin A. James
Housing Policy and Resource Administrator- PATH
(614) 644-5117 - Phone
Kevin.James@mha.ohio.gov