



HURON COUNTY BOARD OF MENTAL HEALTH AND ADDICTION SERVICES

2 Oak Street
Norwalk, Ohio 44857

August 18, 2020 BOARD MEETING AGENDA

Location: Zoom

<https://us02web.zoom.us/j/83204009010?pwd=a0xNUGwrVUZIN1BmRzVQMW5ScXBsUT09>

Meeting ID: 832 0400 9010, Password: 758538

To call in: (929) 205-6099, Meeting ID: 832 0400 9010, Passcode: 758538

*The Public is now required to call in and will not be admitted to the meeting via video

**The waiting room feature has been enabled. The host will let you in to the meeting at the start time.

Rules for the Public

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

Rules for Board Members

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

Time		Who
6:04 PM	Call to Order	Board Chair
	Guest Introductions	
	Approval of Board Minutes	
	Board Chair Report	Board Chair
	Executive Director's Report	Ex. Director
	Committee Meeting Reports <ul style="list-style-type: none"> • Program Committee <ul style="list-style-type: none"> ○ Lease ○ Huron County LOSS contract extension ○ Let's Get Real contract addendum 	
	Old Business	
	Meeting Discussion/New Business <ul style="list-style-type: none"> • Approval of Financial Report • Approval of July List of Bills 	
	Guest Introductions/Announcements	
6:35	Adjournment	Board Chair



August 18, 2020

I. CALL TO ORDER

Meeting called to order at ___6:04___ PM.

Board Members in attendance:

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

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

- Jacki Salter (Firelands Counseling & Recovery Services), Drew Riley (Let's Get Real), Greg Klima (Let's Get Real)

III. APPROVAL OF BOARD MEETING MINUTES

MOTION: 1	To approve the July 21, 2020 meeting minutes of the Huron County Board of Mental Health and Addiction Services as sent on July 22, 2020.
Motion Made By:	Mike White Seconded: Nora Knople

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

No Opposition

IV. BOARD CHAIR REPORT

- **No Board Report**

V. EXECUTIVE DIRECTOR REPORT

- Ms. Cardone shared with Board members that Mr. Larry McGlinchy from NAMI Huron County passed away on August 6th. She shared that the Board sent flowers for his funeral and asked Board members to please keep his family in their thoughts and prayers.
- Ms. Cardone shared an update on the 5 TBD (to be determined) line items for FY21 funding as included on the Board's 040 report to the state. Ms. Cardone shared that there were no changes on the 040 prior to submission because the Board did not receive funding for the five TBD line items. Ms. Cardone added that the Board will be having a more in depth conversation in September or October regarding the financial standing of the Board after all funding carryover requests have been submitted to the state and the Board hears back from them on whether or not those requests are approved. Ms. Cardone added that the Board did receive ECMH (Early Childhood Mental Health) funding which the Board originally was told they would not be receiving. In addition the Board will also be receiving a new line item, Crisis Infrastructure Funding. Ms. Cardone informed Board members that over the next few months further discussions will be had regarding this funding.
- Ms. Cardone shared she will be sending out an email with virtual trainings for Board members to complete and reminded Board members that they are required to complete 3 hours of training annually.
- Ms. Cardone shared that the Board's Community Plan is due in September. Ms. Cardone will be sending a copy out to all Board members prior to next month's committee meetings to review.
- Ms. Cardone shared that Ms. Sylvia Hernandez, Executive Director of Starting Point Outreach has been approved to serve on the Board. Ms. Cardone will be working with Ms. Lisa Hivnor to schedule a time to swear Ms. Hernandez in. Ms. Cardone asked if any Board members are interested in serving as a mentor for Ms. Hernandez, to please let her know.
- Ms. Cardone reminded Board members of the discussions regarding the Healthy Ashland app and potential app development for Huron County. Ms. Cardone asked Board members to please send names of anyone who may be willing and able to help create a similar app by August 25th.
- Ms. Cardone highlighted some of the most recent community engagement initiatives.
 - Ms. Cardone shared that the Coffee and Conversation (C&D) Videos are complete and Ms. Morrow will be following up with our agencies that didn't respond to see if they are interested in participating.
 - Newsletters
 - Follow up C&C newsletters
 - Newsletter: sent out a 4-part series covering the following topics:
 - Acceptance and Dangers of Alcohol
 - Types of Drinking
 - Parenting & Alcohol Use: Education and Influence

- Recovery from Alcohol Dependence
 - School Newsletter: working on a multi-part series to cover topics for school staff, parents, and students related to self-care, gratitude, stress management, coping skills, etc.
 - Huron County Toolkit Newsletter
- Mental Health & Addiction in the Workplace Seminar
 - Hosting sessions twice a month; possible transition to creating a video to post/send out for employers to access in their own time
 - Meeting scheduled for 8/21 with Norwalk Economic Development, Huron County Development Council, Family and Children First Council, & Department of Job and Family Services to determine the best way to approach/reach employers and employees with needed resources
- Resource Bags
 - Emails sent to police departments and area churches, delivered bags to Norwalk Police Department; waiting for other responses (will send follow up email next week)
 - Bags delivered to Mercy, will be delivered to local Dr. offices the week of 8/31
- Community Advisory Committee
 - Six people have responded and expressed interest in being a part of this committee. 1st scheduled meet/greet was held today at 4pm. Still seeking individuals to participate. Hopeful once we begin meeting it will attract greater interest
- Overdose Awareness Event
 - Possible collaboration with Project Noelle for a candlelight vigil and resource distribution on 8/31/20
- Schools
 - Creating 900 school folders for staff containing resources and information for stress management, self-care, coping skills and more
- Virtual Fair
 - Currently working on Virtual Wellness Fair. Firelands Counseling & Recovery Services, Family Life Counseling, & Oriana House all providing videos related to MH & Addiction for the Virtual Fair and the Virtual Fair will be made available 9/3/20
- Upcoming Initiatives (September)
 - Virtual 5K: Virtual 5K “Don’t Give Up” Suicide Awareness
 - Suicide Prevention focused newsletters
 - Suicide prevention with NAMI (meeting 8/19/20 to discuss further details)

VI. COMMITTEE MEETING REPORTS

• PROGRAM COMMITTEE REPORT

- Lease

- Mr. Barnes stated that Ms. Cardone shared the lease for the basement with Committee members, stating that according to the Board’s legal representative, Mr. Randal Strickler, a lease is necessary for insurance purposes and the Board is required to charge some amount for rent for use of the space. A lease agreement will be required for all parties who elect to use the basement space along with a rental fee. The lease details the hours the space will be used and, for Let’s Get Real, it also states that the locked closet space in the basement is off limits to everyone other than Let’s Get Real staff. Committee members reviewed the lease and recommend approving the lease for Let’s Get Real, as shown in Attachment I, at the rental rate of \$12.00 per year.

MOTION: 2	Authorize Executive Director to enter into a lease agreement with Let’s Get Real, Inc. beginning August 19, 2020, with the terms of the lease as shown in Attachment I.
Motion Made By:	Dorothy Ruffer
Seconded:	Lenora Minor

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

No Opposition

- Huron County LOSS/Darrell Shumpert Contract Extension
 - Mr. Barnes stated that Ms. Cardone shared with the Committee that the Board is permitted to contract with individuals for services, however, there is now a rather in depth and ongoing process that is required to confirm that the individuals are independent contractors and not employees. The Board currently contracts with 2 individuals for services, however, Mr. Darrell Shumpert with the Huron County LOSS team has not yet signed the approved FY21 contract. In an effort to reduce the number of individuals the Board contracts with directly, Ms. Cardone reached out to Ms. Kim Eberle with Let’s Get Real to find out if she would be willing to run the Huron County LOSS team and effectively absorb the contracted services we had originally intended to contract with Darrell for. She was in support of taking over the LOSS team for Huron County. Ms. Cardone recommended an extension of the FY20 contract with Darrell Shumpert, Huron County LOSS contractor, through August 19, 2020, to cover services provided for the last 50 days. The Program Committee supported the contract extension.

MOTION: 3	Authorize Executive Director to enter into a contract addendum with Darrell Shumpert, Huron County LOSS Coordinator, extending the SFY 2020 contract by 50 days in an amount not to exceed \$1,728.00. The new contract end date will be August 19, 2020.		
Motion Made By:	Dorothy Ruffer	Seconded:	Ben Chaffee, Jr.

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

No Opposition

- Let's Get Real Contract Addendum
 - Mr. Barnes stated that Ms. Cardone also recommended to the Committee a contract addendum with Let's Get Real for LOSS team services for the remainder of FY21. The Program Committee supported the contract addendum.

MOTION: 4	Authorize Executive Director to enter into a contract addendum with Let's Get Real, Inc. for SFY 2021 in an amount not to exceed \$10,892.00, for a total contracted amount for SFY 2021 of \$101,292.00.		
Motion Made By:	Julie Landoll	Seconded:	Dorothy Ruffer

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

No Opposition

MOTION: 5	To approve the August 10, 2020 Program Committee meeting minutes as sent on August 12, 2020.		
Motion Made By:	Mike White	Seconded:	Ben Chaffee, Jr.

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

No Opposition

VII. OLD BUSINESS

- No old business

VIII. MEETING DISCUSSION/NEW BUSINESS

- July 2020 Financial Report (Attachment II)
 - Ms. Katie Chieda stated that the Finance Committee experienced some technical difficulties and were unable to meet. Because of this, Board members will be reviewing and discussing the Board’s Financial Report and List of Bills during the Board meeting. The July 2020 Financial Report may be found in Attachment II. Ms. Chieda added that the motion sent with the original agenda does not reflect the correct Attachment and should instead reflect Attachment II.

MOTION: 6	To approve the Financial Report through July 31, 2020 as included in Attachment II.		
Motion Made By:	Lisa Hivnor	Seconded:	Julie Landoll

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

No Opposition

- July 2020 List of Bills (Attachment III)

MOTION: 7	To approve the July 2020 List of Bills as included in Attachment III.		
Motion Made By:	Lisa Hivnor	Seconded:	Dorothy Ruffer

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

No Opposition

IX. GUEST ANNOUNCEMENTS

- Ms. Jacki Salter informed the Board that she has resigned from her position as Site Director at Firelands Counseling & Recovery Services (FCRS). Ms. Salter thanked the Board for their support. Ms. Salter added that she is thankful for Ms. Cardone who has

given her renewed hope for the future of behavioral health because of Ms. Cardone’s passion for helping others. Ms. Salter said her last day at FCRS is September 15th. The Board thanked Ms. Salter for all of her work in the community and wishes her well.

- Mr. Drew Riley informed the Board he has resigned from Family Life Counseling in an effort to concentrate on his position at Let’s Get Real. Mr. Riley wanted to inform the Board of a safety concern regarding the outside steps leading down to the Let’s Get Real office space. He stated winter weather is a concern and asked the Board if there is any way to shield the steps. Board members will take that into consideration and will discuss as committee meeting

X. ADJOURNMENT

MOTION: 8	To adjourn the August 18 th , 2020 Huron County Board of Mental Health and Addiction Services Board meeting.		
Motion Made By:	Dorothy Ruffer	Seconded:	Nora Knople

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

No Opposition

The August 18, 2020 meeting of the Board adjourned at _6:35___p.m.

Attachment I

LEASE AGREEMENT

THIS LEASE is made at Norwalk, Ohio as of this ____ day of August 2020, by and between the Huron County Mental Health and Addiction Services Board (the “Lessor”), and Let’s Get Real, Inc. (the “Lessee”).

WITNESSETH:

1. **Demised Premises.** Lessor does hereby demise and lease to the Lessee the basement portion of the premises located at 2 Oak Street, Norwalk, Ohio 44857 (Hereinafter referred to as the “Premises”). LESSEE SHALL BE ABLE TO USE THE ENTIRE BASEMENT AREA MONDAY THROUGH FRIDAY, BETWEEN THE HOURS OF 8 A.M. TO 5 P.M. MONDAY, TUESDAY, THURSDAY AND FRIDAY AND BETWEEN THE HOURS OF 8 A.M. TO 9 P.M. WEDNESDAY IN ORDER TO PROVIDE ITS SERVICES. MOREOVER, IT IS UNDERSTOOD BY AND BETWEEN THE PARTIES THAT LESSOR SHALL BE ABLE TO UTILIZE OR SUBLET THE LEASED PREMISES DURING THE TIMES THAT LESSEE IS NOT USING IT.

FURTHERMORE, LESSOR SHALL PROVIDE A CLOSET OR OTHER SECURE AREA WITH A LOCKING DOOR FOR LESSEE TO STORE ITS CONFIDENTIAL FILES IN A LOCKED FILING CABINET. THE PARTIES AGREE THAT LESSOR SHALL NOT HAVE ACCESS TO LESSEE’S LOCKED FILING CABINET.

2. **Term.** The initial term of the lease shall be one (1) year, with the option of renewal of one (1) additional one-year term, commencing on July 1, 2020, and ending on June 30, 2021. Each subsequent term shall commence on July 1st and end on June 30th of each renewal term.

3. **Rental.** The Lessee agrees to pay to the Lessor as rental for the Premises during the initial term and any subsequent term of the Lease the sum of TWELVE dollars and no/100 (\$12.00) per annum, payable AT THE COMMENCEMENT OF THE TERM OR EACH SUBSEQUENT TERM.

4. **Option to Renew.** Lessee shall have the option to renew the term of this Lease for one consecutive one-year term, beginning July 1, 2021. Lessee shall notify Lessor in writing no later than May 1, 2021 prior to the expiration of the original term of Lessee’s election to renew. No exercise of a renewal option shall be effective if Lessee is in default under this Lease at the time of exercise. In the event that Lessee exercises its option to renew, the rental amount shall remain the same as during the original term. Excepting the term ending date, all other conditions and covenants of the original lease shall be in effect and binding during any and all renewal terms.

5. **Early Termination.**

5.1. **By Lessor:** Notwithstanding the lease terms herein, Lessor reserves the right to implement early termination of this Lease at any time in the event that Lessor finds such to be reasonably necessary and in the public interest. Lessor shall provide no less than sixty (60) days prior written notice to Lessee of Lessor’s exercise of early termination rights.

5.2. **By Lessee:** Notwithstanding the lease terms herein, Lessee shall have the right to implement early termination of this Lease by providing not less than (60) days prior written notice to Lessor of Lessee’s exercise of early termination rights.

5.3. **Effect of Early Termination:** Upon the effective date of early termination, this Lease shall terminate, and the parties shall be released from the promises and covenants herein and neither party shall be liable to the other for damages or costs due to early termination.

6. **Use.** The Lessee shall have the right to use the Premises and each and every part thereof as described herein only for the specific and exclusive purpose of providing mental health and substance abuse peer support services and activities directly related thereto. At all times during the term of the Lease, Lessor shall take reasonable measures to ensure that Lessee's use of the Premises is not unreasonably disturbed or interfered with by Lessor or its agents, invitees, and employees.

7. **Utilities.** Lessor shall be responsible for the utilities relative to Lessee's use of the premises.

8. **Taxes.** Lessor shall pay all real estate taxes and assessments, general and special, and all other governmental impositions which may be levied against the real estate during or pertaining to the term of the Lease, if any.

9. **Repairs.** The Lessee will repair and maintain the interior of the Premises, and repair and maintain its equipment and personal property. The Lessor agrees to make and provide, at its expense, all necessary structural repairs, and replacements, both interior and exterior, all necessary maintenance, repairs, and replacements to the exterior of the Premises. The Lessor further agrees to make, at its expense, all repairs and all replacements of heating, plumbing, electrical and other building equipment, except repairs and replacements made necessary by misuse on the part of the Lessee. In addition, the Lessor shall maintain and keep in good, safe condition and repair all common areas, if any, of the Real Estate and the sidewalks, parking areas and all utility and sewer lines serving the Premises.

10. **Insurance.** The Lessee shall, at all times, during the initial term and any subsequent term hereof, keep in force at its own expense, appropriate insurance to cover its own contents plus general public liability insurance with reasonable limits as approved by Lessor. Lessor shall, at all times during the initial term and any subsequent term hereof, at its own expense, keep the Premises insured against loss by fire and all of the risks and perils usually covered by an extended coverage endorsement to a policy of fire insurance.

11. **Indemnity.** Except to the extent liability is expressly waived elsewhere in this Lease, Lessee shall indemnify and hold Lessor harmless against any and all claims, liabilities, damages and losses, resulting from injury or death of any person or damage to property occurring on or about the Premises in conjunction with Lessee's use and occupancy of the Premises.

12. **Default.** In case any rent shall be due and unpaid, or if default be made in any of the covenants herein contained to be performed by the Lessee, and such default has not been cured after notice, and within the time herein provided, then Lessor either may terminate Lessee's right of possession without terminating the Lease or may terminate the Lease. The Lessee shall not be deemed in default in payment of rent until the expiration of ten (10) days after receipt by the Lessee of written notice given by the Lessor specifying the amount and details of the unpaid rent. Lessee shall not be deemed in default of any other covenants or agreements of this Lease until after the expiration of thirty (30) days after receipt by the Lessee of written notice given by the Lessor specifying the nature and details of such default. If default shall be made by the Lessor in the performance of the covenants or agreements of this Lease to be performed by the Lessor, and said default shall have continued for thirty (30) days after written notice thereof from the Lessee to the Lessor, the Lessee, in addition to all other remedies now or hereafter provided by law, may, at its election, terminate this Lease upon written notice to the Lessor or perform such covenant or agreement for or on behalf of the Lessor, and any amount or amounts which the Lessee shall advance pursuant thereto shall be repaid by the Lessor to the Lessee on demand.

13. **Expiration.** The Lessee covenants and agrees that it will at the expiration of the term of this Lease, yield and deliver up the Premises in like condition as when taken, except as herein otherwise provided, reasonable wear and tear excepted.

14. **Assigning and Subletting.** The Lessee shall not assign this Lease without the prior written consent of the Lessor. Lessee's obligations and covenants on this Lease shall continue notwithstanding any subleases.

15. **Non-Discrimination.** During the term of this Lease, Lessee, its employees and agents shall not discriminate against any employee, agent, worker, applicant, or any member of the public, because of race, color, national origin/citizenship, sex, gender identification, sexual orientation, religion, age, disability, genetics, or military status.

16. **Quiet Enjoyment.** The Lessor agrees that the Lessee, upon paying the rent and performing the covenants of this Lease, may quietly hold and enjoy the demised premises during the term hereof. Lessee agrees that inconvenience and disruption due to renovation and/or repair of the Premises shall not constitute a breach of this covenant.

17. **Notices.** All notices required or permitted hereunder shall be in writing and shall be served on the parties at the following address:

Lessee:	Lessor:
Let's Get Real, Inc.	Huron County MHAS
1939 Oberlin Avenue	2 Oak Street
Lorain, Ohio 44052	Norwalk, Ohio 44857
Attn: Kim Eberle, Exec. Dir.	Attn: Kristen Cardone, Exec. Dir.

Any such notices shall be either (a) sent by certified U.S. Mail, return receipt requested, in which case notice shall be deemed delivered upon receipt of the signed return receipt, postage prepaid in the U.S. mail, (b) sent by recognized overnight courier service, in which case it shall be deemed to have been given upon confirmed receipt, or (c) upon receipt, if personally delivered. All parties shall have the right from time to time to designate by written notice to all other parties any other address or place where such notice, demand, or request shall be addressed.

18. **Miscellaneous.**

a. **Paragraph Titles.** The paragraph titles inserted in the Lease are for convenience only and are not intended to and shall not be considered to limit, enlarge, or effect the scope or intent of this Lease nor the meaning of any provision herein.

b. **Pronouns.** The personal pronoun used to refer to the Lessor shall be taken to mean the plural or feminine or masculine as may be appropriate.

c. **Modification.** This lease can be modified or amended only by a written agreement signed by Lessor and Lessee.

d. **Governing Law.** The laws of the state of Ohio will control in the construction and enforcement of this Lease.

e. **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives, successors, and assigns.

f. **Right of Entry.** During the term hereof, Lessor may enter the Premises to inspect or survey the same upon reasonable prior notice to Lessee (except in an emergency). Such

inspections shall be at the sole risk and expense of Lessor and shall be conducted during normal business hours and without undue interference with Lessee's business operations.

- g. **Snow Removal.** Lessor shall remove snow and salt ice on the public walk areas of the Premises as part of its regular operations, except during weekends, holidays, and such other times that Lessor's facilities are closed.

Attachment II

Jul-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	10,038.40	73,325.10	43.5%	0.00	168,491.00	95,165.90
SUPPLIES 100.100.00175	2,276.96	7,604.31	50.7%	7,395.69	15,000.00	0.00
EQUIPMENT 100.100.00200	0.00	0.00	0.0%	0.00	2,000.00	2,000.00
CONTRACT REPAIRS 100.100.00275	265,510.70	1,387,729.90	61.5%	470,806.91	2,257,276.21	398,739.40
RESIDENTIAL PROGRAM 100.100.00280	0.00	0.00	#DIV/0!	0.00	0.00	0.00
TRAVEL 100.100.00300	0.00	1,404.44	19.5%	3,095.56	7,200.00	2,700.00
O.P.E.R.S. 100.100.00400	1,405.36	10,173.87	25.2%	0.00	40,438.00	30,264.13
WORKERS' COMP 100.100.00425	0.00	895.98	28.0%	0.00	3,201.33	2,305.35
UNEMPLOYMENT 100.100.00450	0.00	0.00	#DIV/0!	0.00	0.00	0.00
MEDICARE 100.100.00460	140.60	1,029.86	42.2%	0.00	2,443.12	1,413.26
OTHER EXPENSES 100.100.00475	8,748.00	16,668.36	25.1%	18,340.64	66,509.00	31,500.00
HOSPITALIZATION 100.100.00500	2,526.01	17,682.07	49.1%	0.00	36,000.00	18,317.93
TOTAL:	290,646.03	1,516,513.89	58.4%	499,638.80	2,598,558.66	582,405.97

Calendar Year 2020 Receipts and Cash Journal

July 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	29,883.00	0.00	29,883.00	74.2%	40,285.00		
MH Block Grant	100.100.10126	Fed MH	46,152.00	0.00	46,152.00	109.1%	42,304.00		
ADTR Block Grant	100.100.10122	Fed AOD	94,846.00	0.00	94,846.00	50.0%	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	83,798.21	6,000.00	89,798.21	57.4%	156,526.71		
STATE FUNDS									
MH Subsidy	100.100.10121	State MH	375,753.00	0.00	375,753.00	42.9%	875,700.00		
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	162,281.00	0.00	162,281.00	103.3%	157,074.50		
State Grants	100.100.10166	State MH & Aod	47,001.04	1,201.26	48,202.30	48.4%	99,694.00		
LOCAL FUNDS									
Real Estate Tax	100.100.10100	Huron Levy	309,462.54	226,758.52	536,221.06	102.1%	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	8,119.36	0.00	8,119.36	45.1%	18,000.00		
Other Receipts	100.100.10170	Other Receipts	23,831.35	70,705.21	94,536.56	1890.7%	5,000.00		
IDAT	100.100.10168	IDAT	0.00	0.00	0.00	0.0%	10,000.00		
TOTAL RECEIPTS:			\$ 1,204,077.50	\$ 304,664.99	\$ 1,508,742.49	69.6%	2,168,176.21		
CASH JOURNAL RECONCILIATION									
Beginning Cash Balance:			\$ 3,774,021.43						
Plus: Receipts			304,664.99						
Equals: Total Balance			\$ 4,078,686.42						
Minus: Expenditures			(290,646.03)						
Equals: Ending Balance			\$ 3,788,040.39						
Minus: Encumbrances			(499,638.80)						
Equals:			\$ 3,288,401.59						

Attachment III

Huron County Expense Audit Trail Report

Accounts: 100.100.00125 to 100.100.00500
From: 7/1/2020 to 7/31/2020

Include Inactive Accounts: No

Journal ID	Date	Transaction Description	Source Doc.	Invoice#	Debit Amount	Credit Amount
100.100.00125 Salaries						
PR2020070001-008	07/10/2020	Gross: 2020.07.10 Payroll			\$5,019.20	\$0.00
PR2020070003-025	07/24/2020	Gross: 2020.07.24 Payroll			\$5,019.20	\$0.00
100.100.00125 Total:					\$10,038.40	\$0.00
100.100.00175 Supplies						
EJ2020070002-009	07/01/2020	Office Supplies from 299802 -	CK0000398715-01 PO2020-00156 Amazon Capital Services	20-0348 13CP-MD	\$303.64	\$0.00
EJ2020070027-001	07/08/2020	Office Supplies from 300095 -	CK0000398881-01 PO2020-00156 Amazon Capital Services	20-0360 1XOL-WF	\$84.11	\$0.00
EJ2020070027-007	07/08/2020	Business Cards from 300096 -	CK0000398882-01 PO2020-00156 Insight Type & Graphics	20-0363 Inv 13389	\$55.00	\$0.00
EJ2020070027-015	07/08/2020	Postage Reimbursement from	CK0000398883-01 PO2020-00156 Ashley Morrow	20-0366	\$55.00	\$0.00
EJ2020070044-055	07/22/2020	Door Knob from 300901 - 2020	CK0000399222-01 PO2020-00156 Ashley Morrow	20-0393	\$31.08	\$0.00
EJ2020070044-077	07/22/2020	OFFICE SUPPLIES from 3009	CK0000399218-01 PO2020-00156 Amazon Capital Services	20-0367 1Y1R-6L3	\$1,488.21	\$0.00
EJ2020070044-179	07/22/2020	COVID/Crisis Flex Fund-MASK	CK0000399257-01 PO2020-00156 OACOBHA Foundation	20-0386 Inv PPE2	\$259.72	\$0.00
100.100.00175 Total:					\$2,276.98	\$0.00
100.100.00275 Contract Repairs						
EJ2020070002-007	07/01/2020	Shelter Rental from 299802 - 2	CK0000398716-01 PO2020-00157 City of Norwalk	20-0357	\$35.00	\$0.00
EJ2020070002-011	07/01/2020	COVID/Crisis Flex Fund-LOSS	CK0000202408-01 PO2020-00157 Darrell L. Shumpert	20-0358	\$1,776.00	\$0.00
EJ2020070002-013	07/01/2020	GRF 421 MH Linkage Inv 1469	CK0000398719-01 PO2020-00157 Firelands Counseling & Recov	20-0354 Inv 1469	\$500.68	\$0.00
EJ2020070002-021	07/01/2020	EOMH April 20 Services from 2	CK0000398723-01 PO2020-00157 Bayshore Counseling Service	20-0349	\$1,201.26	\$0.00
EJ2020070002-023	07/01/2020	ATP Inv 1450 from 299802 - 20	CK0000398722-01 PO2020-00157 Firelands Counseling & Recov	20-0351 Inv 1450	\$959.62	\$0.00
EJ2020070002-057	07/01/2020	SAPT TX MAT Inv 1449 from 2	CK0000398716-01 PO2020-00157 Firelands Counseling & Recov	20-0350 Inv 1449	\$980.81	\$0.00
EJ2020070002-071	07/01/2020	Lamncare Services from 29980	CK0000398724-01 PO2020-00157 Neil Hansenger	20-0356	\$60.00	\$0.00
EJ2020070002-083	07/01/2020	061620-071520 Internet Service	CK0000398717-01 PO2020-00157 Time Warner Cable Northeast	20-0359 31485260	\$131.97	\$0.00
EJ2020070002-089	07/01/2020	IDAT Inv 1468 from 299802 - 2	CK0000398721-01 PO2020-00157 Firelands Counseling & Recov	20-0353 Inv 1468	\$2,001.03	\$0.00
EJ2020070002-107	07/01/2020	GRF 421 MH Inv 1467 from 29	CK0000398725-01 PO2020-00157 Firelands Counseling & Recov	20-0352 Inv 1467	\$1,125.00	\$0.00
EJ2020070002-141	07/01/2020	062220-071210 Copier Usage 1	CK0000398720-01 PO2020-00157 MK Business Technologies	20-0355 Inv IN383	\$52.70	\$0.00
EJ2020070027-017	07/08/2020	June 20 Cell Phone Reimburse	CK0000398883-01 PO2020-00157 Ashley Morrow	20-0366	\$60.00	\$0.00
EJ2020070027-103	07/08/2020	May 20 Shared Funding Agree	CK0000398885-01 PO2020-00157 Huron County Board of DD	20-0362	\$597.60	\$0.00
EJ2020070027-105	07/08/2020	052720-062620 Electric Servc	CK0000398884-01 PO2020-00157 Onio Edison	20-0365	\$143.13	\$0.00
EJ2020070027-125	07/08/2020	Lamncare Services from 30009	CK0000398886-01 PO2020-00157 Neil Hansenger	20-0364	\$60.00	\$0.00
EJ2020070027-171	07/08/2020	052120-062220 Washer Service	CK0000202456-01 PO2020-00157 City of Norwalk	20-0361 Acct E041	\$14.75	\$0.00
EJ2020070044-017	07/22/2020	GRF 421 MH Norwalk Cathlic	CK0000202553-01 PO2020-00157 Norwalk Economic Developm	20-0383 Inv 1451	\$47,667.00	\$0.00
EJ2020070044-027	07/22/2020	Lamncare Services from 30090	CK0000398253-01 PO2020-00157 Neil Hansenger	20-0381	\$60.00	\$0.00
EJ2020070044-037	07/22/2020	June 20 Cell Phone Reimburse	CK0000398248-01 PO2020-00157 Kristen Cardone	20-0394	\$60.00	\$0.00
EJ2020070044-039	07/22/2020	GRF 421 Comm Invest ALERT	CK0000398248-01 PO2020-00157 Kristen Cardone	20-0394	\$498.50	\$0.00
EJ2020070044-053	07/22/2020	SAPT TX GOSH 063020 from	CK0000398255-01 PO2020-00157 Firelands Counseling & Recov	20-0376 GOSH 06	\$108.37	\$0.00
EJ2020070044-057	07/22/2020	GRF 421 MH June 20 Youth M	CK0000202585-01 PO2020-00157 Reach Our Youth (ROY) Inc	20-0390	\$6,471.83	\$0.00

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Expense Audit Trail Report
From: 7/1/2020 to 7/31/2020

Journal ID	Date	Transaction Description	Source Doc.	Invoice#	Debit Amount	Credit Amount		
EJ2020070044-059	07/22/2020	GRF 421 MH GOSH 063020 #	CK0000399237-01	PO2020-00157	Fiellands Counseling & Recov	20-0376 GOSH 06	\$3,293.14	\$0.00
EJ2020070044-081	07/22/2020	GRF 421 MH Willard Communi	CK0000399235-01	PO2020-00157	Catholic Health Partners Foun	20-0378	\$36,112.11	\$0.00
EJ2020070044-097	07/22/2020	May-June 20 Recovery Housin	CK0000202585-01	PO2020-00157	Catholic Charities Diocese of	20-0370	\$7,435.91	\$0.00
EJ2020070044-101	07/22/2020	GRF 421 MH GOSH 063020 #	CK0000202587-01	PO2020-00157	Family Life Counseling and Ps	20-0372 GOSH 06	\$2,047.32	\$0.00
EJ2020070044-103	07/22/2020	SAPT TX GOSH 063020 from	CK0000202587-01	PO2020-00157	Family Life Counseling and Ps	20-0372 GOSH 06	\$59.60	\$0.00
EJ2020070044-109	07/22/2020	COVID/Chris Flex Fund-CRST	CK0000399234-01	PO2020-00157	Fiellands Counseling & Recov	20-0391	\$91.19	\$0.00
EJ2020070044-133	07/22/2020	SOR Inv 1486 from 300901 - 2	CK0000399236-01	PO2020-00157	Fiellands Counseling & Recov	20-0373 Inv 1486	\$33,823.26	\$0.00
EJ2020070044-139	07/22/2020	ECMH June 20 Services from 3	CK0000399223-01	PO2020-00157	Bayshore Counseling Service	20-0369	\$1,201.26	\$0.00
EJ2020070044-151	07/22/2020	GRF 421 MH May-Jun 20 Peer	CK0000202593-01	PO2020-00157	Lets Get Real Inc	20-0377	\$10,629.44	\$0.00
EJ2020070044-157	07/22/2020	HVAC Maintenance Services #	CK0000202594-01	PO2020-00157	Orana House Inc	20-0388	\$10,000.00	\$0.00
EJ2020070044-169	07/22/2020	080120-083120 Phone Service	CK0000399251-01	PO2020-00157	Midwest Heating Co Inc	20-0379 Inv 34242	\$189.03	\$0.00
EJ2020070044-181	07/22/2020	IT Services from 300901 - 2020	CK0000399263-01	PO2020-00157	Rdynt LLC	20-0389 Inv 1257	\$605.00	\$0.00
EJ2020070044-205	07/22/2020	GRF 421 MH June 20 Wreapar	CK0000399242-01	PO2020-00157	Cyclone Services Inc	20-0371	\$3,063.00	\$0.00
EJ2020070044-207	07/22/2020	SAPT TX GOSH 071420 from	CK0000202614-01	PO2020-00157	Family Life Counseling and Ps	20-0397 GOSH 07	\$1,533.59	\$0.00
EJ2020070054-005	07/29/2020	June 20 Adult Advocacy Servc	CK0000202615-01	PO2020-00157	Catholic Charities Diocese of	20-0395	\$3,366.75	\$0.00
EJ2020070054-007	07/29/2020	GRF 421 MH GOSH 0712120 #	CK0000202614-01	PO2020-00157	Family Life Counseling and Ps	20-0397 GOSH 06	\$3,994.09	\$0.00
EJ2020070054-017	07/29/2020	COVID-19/Chris Flex - LOSIS T	CK0000202619-01	PO2020-00157	Daniel L. Shumper	20-0396	\$1,760.00	\$0.00
EJ2020070054-031	07/29/2020	ST20 Chris Flex Funds NAMI	CK0000399412-01	PO2020-00157	Kevin Christopher Mount	20-0410	\$1,261.00	\$0.00
EJ2020070054-043	07/29/2020	IOFY21 GOSH Services from	CK0000399413-01	PO2020-00157	MHRD of Clark Green & Mad	20-0407 Inv 2007	\$2,098.75	\$0.00
EJ2020070054-071	07/29/2020	FY21 Membership Dues from 3	CK0000399423-01	PO2020-00157	Huron County Family and Chil	20-0405 Inv 0110	\$2,000.00	\$0.00
EJ2020070054-073	07/29/2020	GRF 421 MH Rescure from 301	CK0000399421-01	PO2020-00157	Fiellands Counseling & Recov	20-0403 Inv 1518	\$1,125.00	\$0.00
EJ2020070054-089	07/29/2020	IDAT Inv 1516 from 301250 - 2	CK0000399422-01	PO2020-00157	Fiellands Counseling & Recov	20-0401 Inv 1515	\$1,111.11	\$0.00
EJ2020070054-109	07/29/2020	June 20 Shared Funding Agree	CK0000399415-01	PO2020-00157	Huron County Board of DD	20-0405	\$843.26	\$0.00
EJ2020070054-155	07/29/2020	GRF 421 MH GOSH 071420 #	CK0000399410-01	PO2020-00157	Fiellands Counseling & Recov	20-0398 GOSH 07	\$39,409.53	\$0.00
EJ2020070054-221	07/29/2020	SAPT TX GOSH 0712120 from	CK0000202622-01	PO2020-00157	Orana House Inc	20-0411 GOSH 07	\$236.56	\$0.00
EJ2020070054-223	07/29/2020	060120-063020 Phone Service	CK0000399411-01	PO2020-00157	Miel	20-0408 Inv 34242	\$189.03	\$0.00
EJ2020070054-231	07/29/2020	GRF 421 MH InPATIENT from	CK0000399420-01	PO2020-00157	Fiellands Counseling & Recov	20-0399 Inv 1507	\$11,689.74	\$0.00
EJ2020070054-233	07/29/2020	100, 100, 00275 Total:					\$286,510.70	\$0.00
100, 100, 00400 OPERS								
EJ2020070025-013	07/15/2020	Matching for OPERS 2129-08 (CK0000020052-33	O.P.E.R.S.	Inv_114235	\$702.68	\$0.00	
EJ2020070025-315	07/15/2020	Matching for OPERS 2129-08 (CK0000020052-48	O.P.E.R.S.	Inv_115079	\$702.68	\$0.00	
100, 100, 00400 Total:						\$1,405.36	\$0.00	
100, 100, 00460 Medicare								
EJ2020070032-129	07/13/2020	Matching for Medicare (Match	CK0000020053-08	Civista Bank - Payroll Taxes	Inv_115732	\$70.30	\$0.00	
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Expense Audit Trail Report
From: 7/1/2020 to 7/31/2020

Journal ID	Date	Transaction Description	Source Doc.	Invoice#	Debit Amount	Credit Amount
EJ2020070048-015	07/27/2020	Matching for Medicare (Match)	CK0000020056-23	Inv_116634	\$70.30	\$0.00
100.100.00480	Total:				\$140.60	\$0.00
100.100.00475 Other Expenses						
EJ2020070051-001	07/22/2020	Annual Membership Dues from	CK0000399370-01	20-0380	\$200.00	\$0.00
EJ2020070044-029	07/22/2020	FY21 Association Membership	CK0000399256-01	20-0387 Inv 1864	\$7,903.00	\$0.00
EJ2020070044-041	07/22/2020	Agency Wellness Challenge Gift	CK0000399248-01	20-0394	\$50.00	\$0.00
EJ2020070044-137	07/22/2020	Board Member Appreciation-C	CK0000399254-01	20-0382 Inv 32977	\$95.00	\$0.00
EJ2020070044-143	07/22/2020	Annual Membership Dues from	CK0000399252-01	20-0380	\$200.00	\$0.00
EJ2020070044-187	07/22/2020	Radio Advertising from	300901 CK0000399233-01	20-0392 Inv 32906	\$500.00	\$0.00
EJ2020070050-002	07/24/2020	Void Print for Inv	20-0380 LN An CK0000399252-01	20-0380	\$0.00	\$200.00
100.100.00475	Total:				\$8,948.00	\$200.00
100.100.00500 Hospitalization						
EJ2020070020-049	07/02/2020	Deduction: Hartford Life Insura	CK0000398987-33	Inv_115072	\$3.34	\$0.00
EJ2020070052-019	07/24/2020	Health Insurance-July from 300	CK0000399371-01	July	\$2,522.67	\$0.00
100.100.00500	Total:				\$2,526.01	\$0.00
Mental Health Totals:						
Fund: 100	Total:				\$290,846.03	\$200.00
Grand Total:					\$290,846.03	\$200.00