

FOUR COUNTY ADAMHS BOARD

T-761 SR 66
Archbold, Ohio 43502
419-267-3355

Meeting Minutes

October 9, 2025

1. Call to Order and Introduction of Guests

Board chairperson John Nye called the October meeting of the Four County ADAMhs Board to order at 5:30 p.m.

Present: Sandy Herman, Tod Hug, John Nye, Cindy Rose, Darrell Handy, Tim Livengood, Jill Mack, Jeff Mayer, Tim Meister, Michelle Oyer-Rose, Nick Varano

Absent: Wayne Smith, Roy Miller, Mari Yoder, Karen Bleeks, Stephen Seagrave, William Richter, M.D.

Guests: Kaylea Scott, Northwestern Ohio Community Action Commission; Dawn Miller, Maumee Valley Guidance Center; Christine McVay, OhioGuidestone

Staff Present: Tonie Long, Angelica Abels, Bethany Shirkey, BJ Horner, Lisa Jones

Community Response- Community Response: Christine McVay of OhioGuidestone reported that the agency is preparing to launch the Positive Parenting Program (Triple P). Pat Hardy, who was unable to attend, will provide an update to the Board at a later date. Dawn Miller from Maumee Valley Guidance Center shared that the agency is actively assisting Fulton County Health Center clients who recently lost access to outpatient services. The agency anticipates serving approximately 1,000 clients as part of this transition. Kaylea Scott from the Northwestern Ohio Community Action Commission requested volunteers for the upcoming Poverty Simulation event scheduled for November 5 from 9:30 a.m. to 12:30 p.m. Interested individuals may contact Tobi Vazquez at NOCAC. The simulation aims to help participants gain a deeper understanding of the challenges of living in poverty.

2. Approval of Board Minutes of September 11, 2025

10-9-25-1 Vote

MOTION: Darrell Handy

SECOND: Tim Livengood

MOTION PASSED

3. Committee Reports: Board Member Tim Meister reported that the Audit Committee met on 10-8-25 to discuss the findings of the Single Audit performed on the Four County ADAMhs Board for calendar year 2024 as well as the audits of four Board provider agencies. The Board was found to have one material weakness: Homestead and rollback receipts were improperly recorded as property tax receipts instead of intergovernmental receipts in the General Fund. The Board has been issued a Corrective Action Plan by the Auditor of State and has agreed to the plan.

The audit of the provider agencies noted one material weakness found in each of the agencies. Corrective action plans were issued and agreed upon by each agency.

Tim also shared that the relationship between CliftonLarsonAllen, LLP and the Board is under review and could potentially end after fiscal year 2026. If the relationship does come to an end, service providers would be responsible for providing and paying for their own audits and submitting all necessary reports to the Board.

10-9-25-2 Vote

MOTION: Tod Hug

SECOND: Nick Varano

MOTION PASSED

4. Board Ends

A. Tim Meister reviewed Policy 2.6 (Committees) the language stating that the CEO is a member of the Executive Committee should be removed. Once this language is changed the Board is in compliance.

B. Board Chair John Nye read a statement from Roy Miller regarding Policy 2.7 (Board Member Orientation and Training). Roy reviewed Policy 2.7 and the Board is in compliance.

C. Michelle Oyer-Rose reviewed Policy 2.8 (Board Indemnification). The Board is in compliance.

10-9-25-3 Vote

MOTION: Michelle Oyer-Rose

SECOND: Sandy Herman

MOTION PASSED

5. Board Monitoring

- A. Board member Tim Meister reported that he has reviewed Policy 4.1 (Financial Conditions) and the Board is in compliance. *(A copy of FY26 1st quarter fiscal report follows the meeting minutes.)*
- B. FY26 Utilization Report-Bethany reported that 1st quarter totals were good. There were 294 screens in the 1st quarter which is up from the FY25 4th quarter total. OhioGuidestone is seeing a higher number of adult screens. There has been a large increase in hospitalizations. The number of days from 1st contact to assessment remains in compliance as does the number of days from assessment to 1st outpatient treatment, and the number of days from assessment to 1st residential treatment. There were no grievances in the 1st quarter. *(A copy of the FY26 1st quarter utilization report follows the meeting minutes.)*
- C. CEO Report-CEO Tonie Long reported that OACBHA will be joining a coalition developed to counter the abolishment of property taxes. Tonie continues to monitor legislation related to this issue, noting that property tax revenue represents approximately 50% of the ADAMhs Board's current funding. Due to the new House Bill 96 cybersecurity requirements and the sudden loss of long time Board IT Specialist Robert Steele, the Board will be hiring EK Computer to take over the Board office IT needs. The services provided by EK Computer will help the Board meet the new cybersecurity requirements. Tonie noted that among the upcoming amendments to Section 340 of the Ohio Revised Code is the capability of Boards to issue a 60-day contract notice to service providers instead of the customary 120-day notice. This will become effective March 30, 2026. Some overlap is expected as the implementation date falls close to current notice deadlines. Tonie reported that she and Board members John Nye and Nick Varano toured the future Legacy Center in Fulton County. This space will be renovated and used as a community center that provides youth resiliency services and events. The Board has the opportunity to be involved in this new project by passing a resolution giving the Board's priority to the Legacy Center. There will be no cost to the Board for this upcoming project. Tonie feels the Legacy Center will be a much-needed addition to the community and will provide youth with a fun, positive, and safe environment to learn and grow. Tonie reported that she has been working on developing personal goals to ensure that she is utilizing her full potential in her day-to-day work at the ADAMhs Board. Tonie passed around the frame work she created and invited Board members to contact her to offer feedback regarding this plan.

6. Approval of the Approval Agenda

- A. To authorize payment of the itemized list of invoices as presented to the Board at the October 9, 2025 board meeting under the provision of Then and Now Certificates. *(A copy of the list follows the meeting minutes.)*
- B. To authorize filing calendar year 2025 adjusted appropriations and estimated revenue as submitted to the Board, and to authorize the CEO to make any and all necessary adjustments to calendar year 2025 appropriations and estimated revenue to carry on the fiscal functions of the Board as allowed in ORC Section 340.032. *(A copy follows the meeting minutes).*
- C. To authorize the Board CEO to contract with the City of Napoleon for an amount not to exceed \$4,000 to provide school-based substance abuse programming. This shall be for the period July 1, 2025 through June 30, 2026.
- D. To authorize the Board CEO to contract with the Fulton County Prosecutor's office for an amount not to exceed \$6,500 to provide school-based substance abuse programming. This shall be for the period of July 1, 2025 through June 30, 2026.
- E. To authorize the Board CEO to contract with the Village of Fayette for an amount not to exceed \$1,000 to provide school-based substance abuse programming. This shall be for the period July 1, 2025 through June 30, 2026.
- F. To authorize the Board CEO to contract with the Defiance County Sheriff's office to provide DARE programming in an amount not to exceed \$7,500. This shall be for the period July 1, 2025 through June 30, 2026.
- G. To authorize the Board CEO to enter into an agreement with Williams County Court of Common Pleas, Juvenile Division for an amount not to exceed \$5,000 to provide the STARS (Students Taking Accountability and Responsibility for Success) Camp. This shall be for the period of July 1, 2025 through June 30, 2026.

10-9-25-4 Vote

MOTION: Darrell Handy

SECOND: Tim Livengood

MOTION PASSED

7. New Business

- A. BJ Horner shared the features of the new ADAMhs Board website.
- B. There will be no November Board Meeting due to lack of agenda items.

8. Executive Session

No executive session was needed.

9. Adjournment

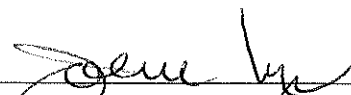
10-9-25-5 Vote

MOTION: Tod Hug

SECOND: Darrell Handy

MOTION PASSED

The meeting adjourned at 6:24 p.m.


Board Chairperson, John Ely

