



**Butler County
Mental Health & Addiction
Recovery Services Board**

**Board Meeting Minutes
Wednesday, June 9th, 2020
Board Meeting**

The Butler County Mental Health and Addiction Recovery Services Board held its Board meeting on Wednesday, June 9th, 2020 at 6:00 p.m. at the Board office located at 5963 Boymel Drive in Fairfield, Ohio via teleconference.

1. Call to Order

1.01 Board President Wayne Mays called the meeting to order.

Upon the call of the roll the following Board members were present via teleconference: Pastor Michael Bailey; Patricia Deis-Gleeson, BSN; Theodore Hunter, MD; President Wayne Mays; Deborah Stanton; Lonnie Tucker, CH, CSW; Father Michael Pucke; Christine Hacker, MSN; Kim McKinney, BSN, RN; Rubina Dosani; Rev. Gary Smith; David Swigonski; Rev. Vanessa R. Cummings; Kelsey Wargo, LPCC-S, CCTP-II; and John Silvani, RN, CARN, CAS, LCDC-II.

1.02 Agenda Review
- No changes

1.03 Public Comments on the Agenda
- No comments

2. New Business

2.01 Board Member Training

Two trainings will be available for board members for the end of 2020 fiscal year.

1. Free 3 hour Ohio Sunshine Law Training will be available online
<https://sunshinelaw.ohioattorneygeneral.gov/>

2. Free 1 1/2 hours of either online or in-person training by Dr, Rasmus focusing on Karen Kitchener's Ethical Decision Making model. Date TBD.

2.02 DocuSign

DocuSign is an e-signature program that improves productivity, increases convenience, and reduces costs. The offer in the amount of \$2,346 for 500 e-signature envelopes is valid until June 17, 2020.

| *Mr. Silvani motioned to approve DocuSign. Ms. Hacker seconded the motion. The vote carried the motion.*

2.03 **Culture of Quality Standard – Security Procedure for DocuSign**

Culture of Quality Standard II-A.4, the Board had appropriate provisions to protect itself against any derivative liability resulting from agency activities. BCMHARS Board will utilize multi-factor authentication through DocuSign to validate the authentication of the party.

Dr. Hunter motioned to approve the Culture of Quality Standard – Security Procedure for DocuSign. Mr. Swigonski seconded the motion. The vote carried the motion.

3. Executive Session

Board members took a roll call vote to enter into Executive Session. Upon roll call the vote was: Pastor Michael Bailey, yes; Patricia Deis-Gleeson, yes; Theodore Hunter, yes; Wayne Mays, yes; Deborah Stanton, yes; Lonnie Tucker, yes; Father Michael Pucke, yes; Christine Hacker, yes; Kim McKinney, yes; Rubina Dosani, yes; Rev. Gary Smith, yes; David Swigonski, yes; Rev. Vanessa R. Cummings, yes; Kesley Wargo, yes; and John Silvani, yes.

3.01 **Client Issue**

3.02 **Executive Director Annual Evaluation**

Board members took a roll call vote to exit the Executive Session. Upon roll call the vote was: Pastor Michael Bailey, yes; Patricia Deis-Gleeson, yes; Theodore Hunter, yes; Wayne Mays, yes; Deborah Stanton, yes; Lonnie Tucker, yes; Father Michael Pucke, yes; Christine Hacker, yes; Kim McKinney, yes; Rubina Dosani, yes; Rev. Gary Smith, yes; David Swigonski, yes; Kesley Wargo, yes; and John Silvani, yes.

4. New Business

4.01 **Wellness Card**

Ms. Hacker motioned to approve the Wellness Card, LLC. Ms. Stanton seconded the motion. The vote carried the motion.

5. Guest and Board Comments

5.01 Guest/Board Comments

Mr. Swigonski has only received five board evaluations from the May meeting. He has requested members to please email him as soon as possible. He has also received blank evaluation pages and if any board members need assistance or has questions, they are welcome to contact David Swigonski or Jennifer Coats.

6. Adjournment

The next board meeting will be on Wednesday, June 17th at 6:00 p.m. via telephone conference unless Dr. Rasmus indicates the need to change this date and time.