



SC ADM Board of Directors Fiscal Oversight Committee Meeting

Monday, July 7, 2025

SC ADM Board Trailblazer Conference Room

1867 W Market Street, Suite B2

Akron, OH 44313

www.admboard.org



SC ADM Board of Directors Fiscal Oversight Committee Meeting

Monday, July 7, 2025

I. Call to Order

II. Review and Approve Minutes from May 12, 2025 Meeting

III. Unfinished Business

A. 2025 Levy Update

IV. New Business

A. Review of Monitoring Report 2.4 - Financial Planning and Budgeting

1. Policy 2.4 Financial Planning and Budgeting

2. Policy 2.4 Financial Planning and Budgeting Monitoring Report (Jul 2024 - Jun 2025)

B. Calendar Year 2026 ADM Board Budget Review

C. State Fiscal Year 2026 Community Plan Budget (FIS 040) Review

V. Comments from the Public

VI. Adjournment

Next Meeting Scheduled: September 8, 2025 at 4:00pm in the SC ADM Board Trailblazer Conference Room.



SC ADM Board of Directors Fiscal Oversight Committee Meeting

05/12/2025 | 04:08 PM - 04:40 PM - (GMT-05:00) Eastern Time (US & Canada)

SC ADM Board Office Trailblazer Conference Room

Attendees (3)

Marc Lee Shannon; Henry Johnson; James E. Merklin

Committee Members Absent

Jack Diamond

ADM Board Staff Present

Aimee Wade, Executive Director; Jennifer Peveich, Associate Director of Operations; Kimberly Patton, Associate Director of Clinical Services; Dominique Curley, Executive Administrative Assistant

Other Parties Present

Michelle Marshall, CHC Addiction Services; Matt Blewitt, Portage Path Behavioral Health; Anthony Henderson, IBH Addiction Recovery; Patrick Watson, Child Guidance and Family Solutions

Call to Order

With a quorum present, Chair Marc Lee Shannon called the meeting to order at 4:08 pm.

Review and Approve Minutes from February 10, 2025, Meeting

MOTION: James Merklin

SECOND: Henry Johnson

That the Summit County ADM Board of Directors' Fiscal Oversight Committee approve the minutes of the February 10th, 2025, meeting as presented.

VOTE: Verbal Vote - Motion Passed

Unfinished Business

A. 2.6, Provision #5 Comparatives for Purchases Exceeding \$10,000

- ADM staff reached out to other similarly sized boards to get feedback to inquire if their purchase threshold for comparative quotes is \$10,000. ADM received feedback from three boards; Cuyahoga County, their purchasing policy did not specifically state parameters for seeking quotations, but competitive bidding from \$1,000 to \$25,000 may be done. Franklin County expenditures from \$39,999.99 or lower do not require any written quotes. Lucas County expenditures from \$7,500 to \$49,999.99 do require written quotes. There was dialogue amongst ADM Staff and the Fiscal Oversight Committee.

MOTION: Henry Johnson

SECOND: James Merklin

That the Summit County ADM Board of Directors' Fiscal Oversight Committee move to recommend to the full BoD that Policy 2.6, Provision #5 be amended to allow any purchase (except for contracts for alcohol, drug addiction, mental health services) for an amount of more than \$39,999.99 without considering comparatives for price and quality from a minimum of 3 qualified vendors if available.

VOTE: Verbal Vote - Motion Passed

B. 2025 Levy Update

- Executive Director Wade begin by reviewing the updated Levy Schedule that is provided in the meeting materials.
- Executive Director Wade noted that the June 9th County Council Meeting will be the second reading and discussion on the ADM Board's ballot resolution.
- ADM Board staff will be on hand to provide an overview and answer any questions.
- It was noted by a member that the Recovery Challenge is approaching everyone was encouraged to participate in support of the levy.

New Business

A. 2024 Compliance Review Results Summary - ADM Providers

- Associate Directors Patton and Peveich reviewed summary data from the clinical and fiscal agency reviews conducted in 2024, highlighting areas of opportunity and how they were addressed.

- There was discussion amongst the committee, and they agreed that we have an efficient system for the reviews and kudos should go out to the providers doing excellent work.

B. Review of Calendar 2025 Budget Adjustments

- Associate Director of Operations Jennifer Peveich reviewed the 2025 approved budget expenses. The following proposed changes were noted for 2025:
 - Professional Services appropriations need adjusted \$9,880 due to increased legal services for out-of-county commitment hearings for Summit County residents.
 - There is consideration of using a retainer to mitigate the increased costs was discussed.
 - Rentals & Leases appropriations need adjusted \$5,666 due to a new ADM Board office space lease which includes more square footage.

Proposed Calendar Year 2025 Budget Adjustments

Expense Budget Category	2025 approved original budget	Adjustment	Accumulated Adjustment	2025 revised budget	% of change	
Professional Services	\$33,500	\$9,880	\$9,880	\$43,380	29.49%	*
Rentals & Leases	\$97,812	\$5,666	\$5,666	\$103,478	5.79%	*
Contract Services	\$48,757,662	(\$15,546)	(\$15,546)	\$48,742,116	-0.03%	*
Totals	\$48,888,974	\$0	\$0	\$48,888,974		

***The proposed % of change for the accumulated adjustment is less than a 30% adjustment of the total appropriation in the respective cost pool. This change can be made by Summit County Executive Order and does not require County Council action.**

Comments from the Public

None

Adjournment

MOTION: Henry Johnson

SECOND: James Merklin

That the Summit County ADM Board of Directors' Fiscal Oversight Committee move to adjourn this meeting of Monday, May 12th, 2025.

VOTE: Verbal Vote - Motion Passed

Next Meeting scheduled: Monday, July 7th, 2025, at 4:00 pm in the SC ADM Board Trailblazer Conference Room.

The meeting was adjourned at 4:40pm.