



SC ADM Board of Directors Governance Committee Meeting

Tuesday, January 13, 2026, at 4:00pm

SC ADM Board Trailblazer Conference Room

1867 W Market Street, Suite B2

Akron, OH , 44313



SC ADM Board of Directors Governance Committee Meeting

Tuesday, January 13, 2026, at 4:00pm

I. Call to Order

II. Review and Approve Minutes from October 14th, 2025 Meeting

III. Unfinished Business

- A. Review of Board Member Term Limits
- B. Recruitment Update
- C. Update on Hybrid Meetings
- D. Review of Board Member Attendance
- E. Committee Roles and Responsibilities

IV. New Business

- A. 2026 Govern for Impact Conference
- B. 2026 Board Education & Annual In-Service Training
- C. Policy 3.0 Governance Commitment
- D. Policy 3.4 Board Work, Plan and Agenda
- E. Policy 4.1 Unity of Control

V. Comments from the Public

VI. Adjournment

The next scheduled meeting of the SC ADM Board of Directors Governance Committee will be held on Tuesday, April 7th, 2026, at 4:00 pm in the SC ADM Board Office Trailblazer Conference Room.



Minutes for SC ADM Board of Directors Governance Committee Meeting - Hybrid

10/14/2025 | 04:03 PM - 04:54 PM - 05:00 Eastern Time (US & Canada)

SC ADM Board Trailblazer Conference Room

Attendees (5)

Margaret J. Halter; Crystal Burnett; Henry Johnson; Marc Lee Shannon; Monica Andress (Shadow)

Committee Members Absent

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ADM Board Staff Present

Aimee Wade, Executive Director; Kimberly Patton, Associate Director of Clinical Services; Nick Veauthier, Manager of Information Technology; Tom Mino, Information Technology Specialist; Dominique Curley, Executive Administrative Assistant

Other Parties Present

Chrissy Myers, Ex Officio (Virtual); Brian Masturzo, Child Guidance & Family Solutions (Virtual); Bianca Griffin, Urban Ounce of Prevention Behavioral Health Services (Virtual)

Call to Order

With a quorum present, Chair Dr. Margaret Halter called the meeting to order at 4:03 p.m.

Review and Approve Minutes from July 8, 2025 Meeting

MOTION: Marc Lee Shannon

SECOND: Henry Johnson

That the Summit County ADM Board of Director's Governance Committee approve the minutes of the July 8th, 2025, meeting of the Governance Committee as presented.

VOTE: Verbal Vote - Motion Passed

Unfinished Business

A. Review of Board Member Term Limits

- Chair Halter reviewed the ADM Board Member Term Limits.
- The Governance Committee engaged in a discussion regarding 2026 governing board leadership transition. It was noted that a Secretary will need to be appointed with consideration of a shortened 2 year window before becoming BoD Chair. Committee Chairs will also need to be considered for July 1, 2026, and leadership transitions, and these appointments are at the discretion of the BoD Chair.

B. Recruitment Updates

- Executive Director Wade advised the committee that we still have one County vacancy that per statute requires a clinician with experience with addiction services. This position has been vacant since July 2024.

C. Review Board Member Attendance

- The Committee reviewed and discussed BoD member attendance, noting that compliance restarted on July 1. The committee recommended that Chair Myers follow-up with members identified as having multiple absences already.
- The Committee also reviewed monitoring report engagement.

D. Update on Hybrid Meetings, Nick Veauthier, Manager of Information Technology

- The ADM Board Information Technology department engaged with three vendors to explore audio, video, and video conferencing solutions to accommodate for hybrid BoD meetings. Each vendor provided a proposal tailored to our space and functional requirements.
- After reviewing all proposals, follow-up questions and considering the specific layout and requirements of our space, S3 Technologies was recommended.
 - The total cost for the complete solution is **\$11,328.10 and a request was made for approval of \$13,000 total in consideration of possible negotiation of upgraded audio equipment.**

MOTION: Crystal Burnett

SECOND: Margaret Halter, PhD

That the SC ADM Board of Directors' Governance Committee accept the recommendation for technology upgrades for hybrid meetings and recommend to the full board approval of up to \$13,000 for S3 Technologies from BoD prerogatives to accommodate.

VOTE: Verbal Vote - Motion Passed

New Business

A. Review of Policy 3.4 Focusing on Public Comment

MOTION: Crystal Burnett

SECOND: Henry Johnson

That the SC ADM Board of Directors' Governance Committee recommend to the full board that we amend Policy 3.4.7 regarding open meetings to add language explicitly stating that the BoD can also extend public comment time period.

VOTE: Verbal Vote - Motion Passed

B. Review of Policy 3.6 and 3.7 Focusing on Committee Roles and Responsibilities

- The Committee reviewed Policies 3.6 and 3.7 in consideration of monitoring feedback regarding the role and responsibilities of committees and the full BoD and specifically Fiscal Oversight Committee. After some discussion, the committee agreed that more time was needed to consider the role and implication of a recommendation.

C. Review of Policy 4.0 Board Management Connection

- The committee reviewed Policy 4.0 and found no recommended changes.

D. Review of Policy 4.2 Accountability of the Executive Director

- The committee reviewed Policy 4.2 and found no recommended changes.

E. Review of Policy 4.4 Monitoring Executive Director Performance

- The committee reviewed Policy 4.4 and found no recommended changes.

F. 2026 Committee Meeting Schedule

- The committee reviewed the proposed 2026 meeting schedule provided and agreed to the meeting dates offered in their meeting book.

Comments from the Public

Aimee Wade, Executive Director, SC ADM Board

- The Committee and ADM Board staff engaged in a discussion regarding Board education and the timing of the annual BoD retreat.

- There was agreement that a survey should be disseminated for feedback from all members.
- It was also noted that The Governance Coach subscription emails had been distributed to all members, and the Committee encouraged members to engage with the platform over the next year. Prior to termination of the subscription, feedback will be requested for a determination on continued use.

Adjournment

MOTION: Henry Johnson

SECOND: Marc Lee Shannon

That the SC ADM Board of Directors' Governance Committee move to adjourn this meeting of October 14th, 2025.

VOTE: Verbal Vote - Motion Passed

The Meeting was adjourned at 4:54 pm.