



SC ADM Board of Directors Fiscal Oversight Committee Meeting

Monday, February 9, 2026, at 4:00pm

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, February 9, 2026, at 4:00pm

I. Call to Order

II. Review and Approve Minutes from September 8, 2025, Meeting

III. New Business

A. Review of Monitoring Report 2.5 - Financial Conditions and Activities (December 31st 2025)

B. Review of Policy 2.4 Financial Planning and Budgeting

IV. Comments from the Public

V. Adjournment

Next Meeting Scheduled: Tuesday, May 11, 2026, at 4:00 pm in the SC ADM Board Trailblazer Conference Room.



SC ADM Board of Directors Fiscal Oversight Committee Meeting

09/08/2025 | 04:00 PM - 05:01 PM - 05:00 Eastern Time (US & Canada)

SC ADM Board Office Trailblazer Conference Room

Attendees (4)

Marc Lee Shannon; Henry Johnson; James E. Merklin; Stephen L Strayer

Committee Members Absent

Jack Diamond

ADM Board Staff Present

Jennifer Peveich, Associate Director of Operations; Dominique Curley, Executive Administrative Assistant

Other Parties Present

Michelle Marshall, CHC Addiction Services; Jessica Bahry, Portage Path Behavioral Health; Dina Douglas, Bellefaire JCB; Anthony Henderson, IBH Addiction Recovery; Bianca Griffin, Urban Ounce of Prevention

Call to Order

With a quorum present, Chair Marc Lee Shannon called the meeting to order at 4:00 pm.

Review and Approve Minutes from July 7, 2025, Meeting

MOTION: James Merklin

SECOND: Henry Johnson

That the Summit County ADM Board of Directors' Fiscal Oversight Committee approve the minutes of the July 7th, 2025 meeting as presented.

VOTE: Verbal Vote - Motion Passed

Unfinished Business

None

New Business

A. Review of Monitoring Report 2.5 - Financial Conditions and Activities (June 30th, 2025)

- Policy 2.5 Financial Conditions and Activities (June 30th, 2025)
 - The committee did not recommend any changes to this policy.

- Policy 2.5 Financial Conditions and Activities (June 30th, 2025)
 - Associate Director of Operations Jen Peveich reviewed Policy 2.5 - Financial Conditions and Activities Monitoring Report. The most recent Policy 2.5 Financial Condition and Activities monitoring report for the period January 1, 2025 – June 30, 2025, this is the first semi-annual report since the revision of the 2.5 policy in December 2024.
 - There will be a significant outlay of cash for ADM Board capital projects in calendar years 2025 through 2027; \$40,362,517 (\$10,722,477, Frese Residential Center and \$29,640,040, ADM Behavioral Health Wellness Center). The transfer of cash to the ADM Permanent Improvement Fund authorized in ADM Board Resolution 5-24-03. Expenditure of funds for these projects is authorized by the Board of Directors via the monthly funding award list.
 - Ms. Peveich reported that provision #5 is non compliant. Of 1,487 invoices received during the period, two invoices which were received with appropriate supporting documentation were not processed for payment within 30 days after the invoice was received. The two invoices totaled \$22,092.80, 0.09% of total payments for the six months. The policy and the importance of making timely payments to our vendors was discussed with the staff person responsible for these errors. Accountability was acknowledged and we do not expect this error to occur again.
 - There was discussion amongst the Fiscal Oversight Committee and ADM Board Staff on how the oversight could be prevented in the future as well as if the policy is too restrictive and maybe the policy should not be pay within 30 days but in a reasonable amount of time. No changes were recommended at this time.
 - Ms. Peveich went on to review that for this period, 5 tax assessments totaling \$2,125.10 were paid. 2 tax assessments were paid prior to their due date in July 2025. ADM Board received a refund of the Edgerton Rd property tax in the amount of \$288.73 from the 1st half payment. No assessment was billed for this property for the 2nd half.
 - Total Revenue of \$24,169,991 was above budget \$941,634 (4%).

- Property Tax receipts were within +/- 10% of the budgeted results by category at \$608,023 (3%) over budget. We received notice on February 3, 2025, that estimated net levy collections would be \$36,812,802 for collection year 2025 which is \$420,491 more than budgeted for the year.
- Intergovernmental receipts were \$510,282 (11%) above budget.
- Total Expense of \$25,359,647 was within +/- 10% of the budget at \$1,126,021 (4%) below budget.
- There was discussion amongst the Fiscal Oversight Committee and ADM Board Staff about the expense variances with an emphasis on the rising cost of crisis services. Ms. Peveich noted that there will be a recommendation moving to the full BoD in September to contract with a consultant to work with ADM Board and the 2 current providers of services within ADM's building on billing models to reduce the cost to ADM Board.
- In conclusion Ms. Peveich discussed that other contracts & allocations expenses were within the +/- 10% of the budgeted results by category at \$14,034 (0%) below budget. In addition it was suggested that in the future we look at the 4 month threshold and consider if the policy may need some flexibility to fall below the 4 month threshold.

B. Review of Monitoring Report 2.6 - Asset Protection (September 1, 2025)

- Associate Director Jen Peveich reviewed Policy 2.6 Asset Protection. Ms. Peveich discussed the Executive Directors interpretation of provision #1. An insurance policy is maintained that includes liability coverage for errors and omissions, directors' and officers' liability, and "umbrella coverage" for no less than \$3,000,000, including employment practices liability with an aggregate limit of \$2,000,000.
- An insurance policy is maintained for the commercial properties owned by the ADM Board (up to a \$7,260,106 replacement cost for buildings). This policy includes business personal property (\$840,838) as well as business income and extra expense (\$690,000) coverages.
- An insurance policy is maintained for CyberRisk associated with computer technology/information systems for no less than \$2,000,000 of coverage.
- The 2025-2026 policy is about to begin and the recommendations for the coverage will be forthcoming to the full BoD in September. The broker is reviewing coverage limits with best practices. Insurance will need to be reviewed prior to opening the Dr. Fred Frese Center to ensure appropriate coverage levels are in place.
- Ms. Peveich highlighted the following items in provision #5

1. O'Neill Group (Cincinnati Insurance Company) for general liability, commercial property, professional liability, and umbrella coverage for \$25,784 annually and CyberRisk insurance (Coalition, Inc.) for \$15,237. Management liability insurance coverage with O'Neill Group (Travelers Insurance Company) for \$6,775 annually. Comparatives were sought by O'Neill Group in August 2024. The policy period for this coverage is September 30, 2024 – September 30, 2025. The next policy will appear on the September 2025 Contracts and Funding Award listing for Board approval.
 2. Akron Summit Convention & Visitors' Bureau, Inc. for the 2025 Trailblazer Annual Dinner on 10/09/2025 in the amount of \$43,847.50. This was the only location that could accommodate the size and scope of our event. Amy Woodland, manager of Communications, is currently negotiating this price.
- There was dialogue amongst the committee and ADM Board staff. It was suggested that for future events an event budget for revenue and expenses be available for the Committee.
 - In conclusion Ms. Peveich reviewed Provision #10 and highlighted The 2025 Collaborative Poll results continue to showcase an increase in positive community awareness and support of the ADM Board. Public familiarity with the ADM Board increased from 54% in 2021 to 62.5%, which is the highest brand recognition the ADM Board has experienced since starting the CMOR community poll in 2016. An overview of community awareness can be found in the graph shown in the report.

C. Review of SFY2026 OhioMHAS Budget

- Information not available at this time process is under review at OhioMHAS. Ms. Peveich stated she has volunteered to participate as an ADAMHS representative and has not received confirmation on next steps.

Comments from the Public

CHC's Annual Fundraiser Event Break the Cycle is Thursday, September 18th at Firestone Country Club; Michelle Marshall, CHC. Today is National 988 Day; Jessica Bahry, PPBH.

Adjournment

MOTION: Stephen Strayer

SECOND: James Merklin

That the Summit County ADM Board of Directors' Fiscal Oversight Committee move to adjourn this meeting of Monday, September 8th, 2025.

VOTE: Verbal Vote - Motion Passed

Next Meeting Scheduled: Tuesday, November 18th, 2025, at 4:00 pm in the SC ADM Board Trailblazer Conference Room.

The meeting was adjourned at 5:01 pm.

DRAFT