



SC ADM Board of Directors Governance Committee Meeting

Tuesday, April 7, 2026, at 4:00pm

SC ADM Board Trailblazer Conference Room

1867 W Market Street, Suite B2

Akron, OH, 44313

www.admboard.org



ALCOHOL, DRUG ADDICTION &
MENTAL HEALTH SERVICES

SC ADM Board of Directors Governance Committee Meeting

Tuesday, April 7, 2026, at 4:00pm

I. Call to Order

II. Review and Approve Minutes from January 13, 2026, Meeting

III. Unfinished Business

- A. Review of Board Member Term Limits
- B. Recruitment Update
- C. Review Board Member Attendance & Engagement
- D. 2026 Conference Opportunities
- E. 2026 Board Education & Annual In-Service Training

IV. New Business

- A. Policy 3.3 Board Members' Code of Conduct
- B. Policy 3.5 Board Officers & Elections
- C. Policy 3.6 Board Committee Principles
- D. Policy 3.7 Board Committee Structure
- E. Policy 3.8 Governance Investment

V. Comments from the Public

VI. Adjournment

Next Meeting Scheduled: Tuesday, July 7, 2026, at 4:00pm in the SC ADM Board Trailblazer Conference Room.



Minutes for SC ADM Board of Directors Governance Committee Meeting

01/13/2026 | 04:02 PM - 04:47 PM - 05:00 Eastern Time (US & Canada)

SC ADM Board Trailblazer Conference Room

Attendees (6)

Margaret J. Halter, PhD; Monica Andress; Crystal Burnett; Henry Johnson; Utomhin Okoh;
Marc Lee Shannon

Committee Members Absent

None

ADM Board Staff Present

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

Other Parties Present

Chrissy Myers, Ex Officio

Call to Order

With a quorum present, Chair Dr. Margaret Halter called the meeting to order at 4:02 p.m.

Review and Approve Minutes from October 14th, 2025 Meeting

MOTION: Henry Johnson

SECOND: Lt. Utomhin Okoh

That the Summit County ADM Board of Director's Governance Committee approve the minutes of the October 14th, 2026, meeting of the Governance Committee as presented.

VOTE: Verbal Vote - Motion Passed

Unfinished Business

A. Review of Board Member Term Limits

- The Governance Committee reviewed Board Member term limits, and the Governance Committee Chair will follow up with Board members who are due for reappointment in June 2026.

B. Recruitment Update

- Executive Director Wade advised the committee that there remains one County vacancy which, per statute, must be filled by a clinician with experience in addiction services. This position has been vacant since July 2024 although qualified candidates have been submitted.
- Executive Director Wade distributed recently received ADM Board of Directors application. The applicant also meets the categorical criteria.
- The Committee reviewed and recommended that the applicant be sent to the County as well.

C. Update on Hybrid Meetings

- S3 Technologies came out to look at Trailblazer. The audio, video, and video conferencing equipment will be set up this week.

D. Review of Board Member Attendance

- The Committee reviewed Board member attendance, noted the July 1 compliance restart, and recommended that Chair Myers follow up with members with multiple absences.
- Monitoring report engagement was also reviewed. The Committee noted some concerns with engagement and discussed monitoring as a critically important role of members.
- The Committee agreed that they would like to draft policy language regarding monitoring expectations and setting a 75% (12 report) completion requirement.
- Committee Chair Halter will draft language to be included in Policy 3.3, Board Members' Code of Conduct, for review at the next Governance Committee meeting.

E. Committee Roles and Responsibilities

- The Committee revisited Policies 3.6 and 3.7, Board Committee Principles and Board Committee Structure in consideration of a request for Fiscal Oversight to report out on their review of fiscal monitoring reports prior to full BoD consideration.
- After some discussion on the history of the Committee and the role and responsibilities of the Committee and the full BoD, the committee agreed that the

process currently in place is sufficient.

New Business

A. 2026 Govern for Impact Conference

- The 2026 Govern for Impact Conference is scheduled for Thursday, June 11 to Saturday, June 13, 2026, in Halifax, Nova Scotia, Canada.
- There are five SC ADM Board of Directors Members and one ADM Staff confirmed to attend.

B. 2026 Board Education & Annual In-Service Training

- There was dialogue between the Committee and ADM Board Staff about potential speakers, dates and location.
- The Committee decided that they would like an overview of BoD Member roles and responsibilities and a state of the state from OACBHA, as well as a presentation on the Wellness Center and a team building exercise as part of the agenda.
- They will decide on a specific date and location at the next meeting.
- BoD education was also discussed. Education and offsite meetings have been confirmed for June, September, and October, and we are in the process of confirming education for the March and April Board of Directors meetings.

C. Policy 3.0 Governance Commitment

- The committee reviewed Policy 3.0 and did not recommend any changes.

D. Policy 3.4 Board Work, Plan and Agenda

- The committee reviewed Policy 3.4 and recommended a minor change to Policy 3.4.7 language for clarity, removing BoD and leaving Chair, to reflect the BoD Chair or a Committee Chair's discretion over public comment.

E. Policy 4.1 Unity of Control

- The committee reviewed Policy 4.1 and found no recommended changes.

Comments from the Public

None

Adjournment

MOTION: Crystal Burnett

SECOND: Henry Johnson

That the SC ADM Board of Directors' Governance Committee move to adjourn this meeting of January 13th, 2026.

VOTE: Verbal Vote - Motion Passed

Next Meeting is scheduled for April 7, 2026, at 4:00pm in the SC ADM Board Office Trailblazer Conference Room.

The Meeting was adjourned at 4:47pm.

DRAFT