



# SC ADM Board of Directors Governance Committee Meeting

Thursday, May 14, 2026, at 4:00pm

SC ADM Board Trailblazer Conference Room

1867 W Market Street, Suite B2

Akron, OH, 44313

[www.admboard.org](http://www.admboard.org)



ALCOHOL, DRUG ADDICTION &  
MENTAL HEALTH SERVICES

## SC ADM Board of Directors Governance Committee Meeting

Thursday, May 14, 2026, at 4:00pm

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I. Call to Order

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II. Review and Approve Minutes from April 7, 2026, Meeting

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III. Unfinished Business

A. Policy 3.5 Board Officers & Elections

B. 2026 Board Education & Annual In-Service Training

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IV. New Business

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V. Comments from the Public

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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**

04/07/2026 | 04:00 PM - 05:10 PM - 05:00 Eastern Time (US & Canada)

SC ADM Board Trailblazer Conference Room

### **Attendees (5)**

Dr. Margaret J. Halter; Crystal Burnett; Henry Johnson; Utomhin Okoh; Marc Lee Shannon

### **Committee Members Absent**

Monica Andress (Shadow)

### **ADM Board Staff Present**

Aimee Wade, Executive Director; Dominique Curley, Executive Administrative Assistant

### **Other Parties Present**

Chrissy Myers, Ex Officio, James Merklin, ADM Board\_Board of Directors Member; Valerie Kreider, Community Member

### **Call to Order**

With a quorum present, Chair Dr. Margaret Halter called the meeting to order at 4:00pm.

### **Review and Approve Minutes from January 13, 2026, Meeting**

**MOTION:** Lt. Utomhin Okoh

**SECOND:** Henry Johnson

**That the SC ADM Board of Directors' Governance Committee approve the minutes of the January 13th, 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.

- Board members whose terms expire in June 2026 have been contacted regarding reappointment and information submitted to their appointing body for consideration.
- Note was made that Kimberly Huff has given formal notice that she will not return for a second term and Georgette Constantinou submitted formal notice of resignation.

#### B. Recruitment Update

- Executive Director Wade advised the committee that one of the current Board Shadows has submitted an application to the Ohio Department of Behavioral Health (ODBH) for appointment to the Board of Directors, effective July 1st.
- Notice and request for feedback was received from ODBH and was submitted by Director Wade on March 31st.

#### C. Review Board Member Attendance & Engagement

- The Committee reviewed Board member attendance, with no recommended follow-up.
- Monitoring report engagement was also reviewed. The Committee noted concerns regarding engagement and emphasized monitoring as a foundational responsibility governance. It was recommended that information continue to be including in the BoD meeting books for reference and discussion.

#### D. 2026 Conference Opportunities

- The Ohio Association of Behavioral Health Authorities (OACBHA) has opened registration for the 2026 Mental Health and Addiction Conference in Columbus, Ohio, scheduled for June 1–2, 2026. OACBHA has provided two conference registration scholarships per ADAMH Board members.
- A communication regarding these scholarships was sent on March 30, 2026. In response, three individuals expressed interest in attending: one Board Member and two Board Shadows; one who has submitted an application for Board appointment, and one who has not, with both Shadow commitments ending June 2026.
- The Board considered the governance budget and historical practices and decided to recommend to the full BoD approval for all three to attend.

- The BoD was also provided with an update on the Govern for Impact Conference, which also prompted a review of Policy 3.8 to ensure action alignment and inclusion of Board Shadows.
- Formal action was taken to recommend the addition of Board Shadow, acknowledging that formal policy may need to be taken to institutionalize this program. It was also recommended that approval for attendance for the Govern for Impact conference be taken to the full BoD to comply with the current policy and attention be given to the policy language at that next meeting to ensure it meets the current needs of the board and agency.

**MOTION:** Lt. Utomhin Okoh

**SECOND:** Marc Lee Shannon

**That the SC ADM Board of Directors' Governance Committee recommends to the full Board that Policy 3.8 be amended to formally include Board Shadows in Governance Investment opportunities.**

**VOTE:** Verbal Vote - Motion Passed

C. 2026 Board Education & Annual In-Service Training

- The annual board training and retreat has been confirmed for October. The committee discussed potential dates, times, and locations.
- Interim leadership from the Ohio Association of Behavioral Health Authorities (OACBHA) has agreed to participate and present at the annual board training and retreat and we will need to provide them with potential dates as well.

**New Business**

A. Annual Review of Board Process and Board Management Connection Policies

1. Policy 3.3 Board Member's Code of Conduct

- The Committee reviewed Policy 3.3 and, as an action item from the January 13th Governance Committee meeting, Committee Chair Halter drafted language for inclusion to address board engagement. Addresses monitoring report evaluations along with reviewing agendas and participating in meetings; the Committee recommends that monitoring be treated as a separate item.

**MOTION:** Henry Johnson

**SECOND:** Lt. Utomhin Okoh

**That the SC ADM Board of Directors' Governance Committee recommends to the full Board that Policy 3.3.10 and 3.3.11 be amended to address board member engagement.**

**VOTE:** Verbal Vote - Motion Passed

2. Policy 3.5 Board Officer & Elections

- The Committee reviewed Policy 3.5 and found no recommended changes.
- Voting on the slate of officers was tabled. An additional Governance Committee meeting will be scheduled prior to the July 28th Board of Directors meeting.

3. Policy 3.6 Board Committee Principles

- The Committee reviewed Policy 3.6 and there were no suggestions or changes recommended.

4. Policy 3.7 Board Committee Structure

- The Committee reviewed Policy 3.7 and there were no suggestions or changes recommended.

5. Policy 3.8 Governance Investment

- The Committee reviewed Policy 3.8, Section B, regarding BoD reimbursement limits and approval requirements. After discussion, the Committee agreed that they should comply with the policy as written currently and address any needed changes at a future meeting and noted in previous discussion.
- After review of prior year expenditures, a motion was called to recommend the 2027 Board of Directors Prerogatives Budget to the full Board of Directors.

**MOTION:** Henry Johnson

**SECOND:** Marc Lee Shannon

**That the SC ADM Board of Directors' Governance Committee move to recommend the 2027 Board of Directors Prerogatives budget of \$60,000 to the full ADM Board of Directors.**

**VOTE:** Verbal Vote - Motion Passed

## Comments from the Public

### Executive Director Wade, SC ADM Board;

- A request was made for the Committee to provide feedback on Policy 3.4.9, Board Work Plan and Agenda Preparation – Hybrid Meetings and intentions for Committee Member attendance. There was agreement that the meeting would still be considered hybrid if committee members may participate virtually and ADM Board staff are present in the office, still making the meeting accessible to the public for in-person public comment, per the policy.

## Adjournment

**MOTION:** Crystal Burnett

**SECOND:** Henry Johnson

**That the SC ADM Board of Directors' Governance Committee move to adjourn this meeting of Tuesday, April 7th, 2026.**

**VOTE:** Verbal Vote - Motion Passed

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

The Meeting was adjourned at 5:10pm.