



FOREST WARREN COUNTY HUMAN SERVICES

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Warren County Commissioners
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Mark Kingston, Chair
Patrick Kline
Robert Snyder, Jr.

Single County Authority for Drug & Alcohol Services
Melissa Baxter, SCA Director

ATOD/MH/DD Advisory Board Meeting Minutes
Tuesday, February 3, 2026
Human Services 12:00 p.m.

Present: Jackie Bonace, Dr. Peter Coffman, Commissioner Glotz, Commissioner Kline, Sarah Lyon (via Zoom), Mark Rhoads

Absent: Misty Pennington, Heather Stover, Diane Weckerly

Staff Present: Julie Lacki, Melissa Baxter, Tammi Shippee, Melissa Fitzgerald, Kayloni McQuillan, Annette Miller (Recording Secretary)

Ex-Officio:

Guests: Chris Kobar (via Zoom), Nichole Neukum (via Zoom), Angelica Spence (via Zoom), Commissioner Klakamp, Judy Baker, Jackie Harkins, Amanda Milliren (via Zoom), Lisa Babo (via Zoom), Deb Kohler (via Zoom), Sara Warmbroadt (via Zoom), Levii Beardsley (via Zoom), Dr. Kim Fitton (via Zoom), Jen Gesing (via Zoom)

I INTRODUCTIONS

- Commissioner Kline called meeting to order and introductions were made.

II MINUTES

- A quorum was present and Commissioner Kline asked for a motion to approve the minutes from November 4, 2025 and the minutes from January 6, 2026. A motion was made and seconded to accept all of the minutes, all were in favor and the motion carried.

III BOARD MEMBER/OFFICER NOMINATIONS

- There were no nominations, however two members volunteered. Chairperson – Commissioner Kline, Vice Chairperson – Mark Rhoads. Diane Weckerly had previously volunteered to remain as Secretary.

IV TREASURER REPORT

- The account balance is \$831.97 and there were no requests.

V STATS – available in packet

- Julie shared that WSH numbers continue to be high with referrals still coming in.
- Melissa Baxter discussed the jump in IOP numbers, attributing it to provider billing cleanup from July to December 2025.

VI UPDATES

- a) **ATOD-** Melissa Baxter gave the ATOD update.
 - We are working on the new DDAP grant agreement and 6 month provider contracts.
 - There were some changes to level of care assessments with regards to screening for Hepatitis and HIV, necessitating changing some forms and policies.
 - Working on closing the books for July to December 2025.
 - Will start provider monitoring soon.
- b) **MH-** Julie Lacki gave the MH update.
 - Julie introduced Melissa Fitzgerald, new MH Administrator, and Kayloni McQuillan, CASSP Coordinator. Kayloni will also be supervising the new Family Navigator position.
 - Ashley Holt is the new Forensic Case Manager for the jail. She has experience as a corrections officer and police officer.
 - Julie is meeting with Warren State Hospital today for their Human Rights Board and she will get information on their new step-down unit.
 - Julie discussed looking at crisis services, either training or a team, that would be the first contact during a mental health crisis, instead of law enforcement.
 - Commissioner Klakamp discussed the need for crisis services for first responders.
- c) **DD/EI-** Tammi Shippee gave the DD/EI update.
 - DD had an unexpected death due to a hit and run.
 - DD will have their Quality Assessment and Improvement onsite monitoring in July.
 - The State is focusing on individual-to-individual abuse and restraints currently.
 - EI is preparing for their upcoming State Verification.
- d) **Managed Care-** Lisa Babo gave Managed Care update.
 - The first quarter adult member meeting will be held on March 30th at 12:30 p.m. at Family Services Recovery Center.
- e) **Human Services/Strategic Plan-** Julie Lacki gave the Human Services/Strategic Plan update.
 - Discussion was held on the Strategic Plan and possible pathways to move forward with implementation. The Strategic Plan will be emailed to Board members to review.
- f) **Other**
 - Nichole Neukum, shared that the Recovery Centers in both Warren and Forest Counties are doing well.

VII CONSUMER/FAMILY CONCERNS

- Jackie Bonace asked for assistance in promoting Special Olympic activities and the Firefly program at the YMCA.

VIII BOARD RESTRUCTURE UPDTE – Julie Lacki gave the Board Restructure update.

- A quorum was present and Commissioner Kline asked for a motion to combine the ATOD/MH/DD Advisory Board with the Children & Youth Advisory Board, and to increase the number to Board members from 13 to 15. A motion was made and seconded to combine the boards and increase the number of board members; all were in favor and the motion passed.
- Change of bylaws was tabled in favor of forming a Bylaw Committee to review changes. Commissioner Glotz and Mark Rhoads volunteered for the committee and they will be joined by FWHS staff Melissa Baxter and Meredith Ketchum.

IX ADJOURNMENT

- Commissioner Kline asked for a motion to adjourn the meeting. A motion was made and seconded, all were in favor and the motion passed.
- Next Meeting is March 3, 2026.

Respectfully submitted,

Annette Miller, Recording Secretary