

# **SOUTHWEST BEHAVIORAL HEALTH CENTER AUTHORITY BOARD MEETING MINUTES**

**November 12, 2025**

**Cedar City, Utah**

**10:00 am - 12:00 pm**

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**PRESENT:**

Commissioner Celeste Meyeres  
Commissioner Paul Cozzens  
Commissioner Wade Hollingshead  
Commissioner Jerry Taylor  
Commissioner Victor Iverson

**GUESTS:**

Kevin Jones, Hafen, Buckner Everett & Graff

**STAFF MEMBERS:**

Mike Deal, Executive Director  
Rita Cervantes, Executive Assistant  
Michael Sherratt, Clinical Director  
Matt Gardiner, Controller

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**CALL TO ORDER/ INTRODUCTIONS**

The meeting was called to order by Commissioner Meyeres, Chairperson of the Authority Board, who welcomed all those in attendance.

**INTRODUCTION OF GUESTS**

Mr. Deal introduced Rita Cervantes, Southwest Behavioral Health Center's new Executive Assistant. Rita has been with Southwest Behavioral Health Center for 11 years as the Office Manager for the Adult Mental Health Team. Mr. Deal introduced Kevin Jones from Hafen, Buckner Everet & Graff, Auditor

**APPROVAL OF JULY MINUTES**

Commissioner Meyeres asked for a motion to approve the July 9th 2025 Authority Board minutes. Commissioner Cozzens moved to approve the July minutes and Commissioner Hollingshead seconded the motion. The minutes were unanimously approved. It was noted that the Board did not meet in September due to the Commissioners having a schedule conflict with the UAC convention in Davis County.

**FY2025 AUDIT ENTRANCE CONFERENCE**

State law requires the audit to be completed and submitted to the State by the end of December 2025 (within a 6 month window after the end of the Fiscal year). The audit covers the period of the State's fiscal year from July 1, 2024 - June 30, 2025. The primary funders are given the opportunity to attend a meeting where the auditor is present and are given the chance to ask any questions or discuss any concerns.

Hafen, Buckner, Everett & Graff have begun the audit and as there was not a Board meeting in September, this is an opportunity for the Commissioners to bring up any concerns or questions they may have. Some of the key components of the State office is to have HBE&G look at executive team travel to ensure it has been approved, it is paid appropriately, etc. Also, to make sure contracts are in place and signed, and contract rates are written in the contract.

Kevin Jones discussed the annual fraud questionnaire/related party questionnaire and asked the Commissioners to complete the forms and return them with the provided envelope. They are asked to please note any constituent concerns that may have come up. In the December meeting we will go through the final audit. The Medicaid and state office of MH is invited to this meeting. These questionnaires are for internal purposes & kept confidential.

### **APPROVAL OF BI-MONTHLY OPERATIONS REPORT**

Mike Deal reviewed the Bi-Monthly Operation Report for September & October. Mr. Deal highlighted the key areas of personnel, which there have not been any significant changes in staffing as most of our positions are currently filled or filled quickly when needed. Mr. Deal reviewed the expenditure report and asked for any questions. There were none. Commissioner Meyeres asked how things were going with the Crisis Stabilization Center. Mr. Deal explained things are going well and that there is a new Program Manager over the CSC and he is doing great things. Numbers are increasing gradually. Commissioner Iverson mentioned that we need to encourage law enforcement to utilize the CSC more. Iron County has expressed interest in doing something similar as all counties have been using the Washington CSC. It was noted that no legislative funding is currently available for Iron county at this time.

A motion to approve the Bi-Monthly Operations Report was made by Commissioner Meyeres approved by Commissioner Taylor and seconded by Commissioner Cozzens. The voting was unanimous in favor.

### **APPROVAL OF BI-MONTHLY FINANCIALS**

Mr. Deal distributed the Monthly Financial Status Report. This shows a snapshot of our revenues and expenditures compared to the budget. As of 9/30/2025 it is showing total Revenues above and Expenditures such as Personnel which is below budget. This report is prepared by Matt Gardiner, controller at SBHC. Travel and Transportation is up significantly due to timing and training, but we are watching these.

Commissioner Meyeres asked for a motion to approve the Bi-Monthly Financial Status Report and Commissioner Cozzens made the motion and Commissioner Taylor seconded the motion. The voting was unanimous for approval.

### **UPDATE COUNTY MATCH BUDGET**

Mike Deal distributed copies of the FY2026 County Match report. This was originally presented in June. Since that time, the State has made a few adjustments to allocated State and Federal dollars, with a small increase to Southwest in State funds. As such, an adjustment to the original County Match requirement is necessary. There is about a \$7,000 greater difference than what was presented in June. This copy will be sent out

from Matt Gardiner to the county clerk/auditors with the annual match invoice. Mr. Deal was appreciative of everyone's input on these numbers.

### **LICENSING REPORT RECEIVING CENTER**

Mike Sherratt discussed the incident which occurred on April 22, 2025 at the Crisis Stabilization Center that involved a client and an attempted suicide. Staff intervened and the client was safe. This incident was correctly reported to State Licensing who then started an investigation. Additional training and some intake procedures were modified. On August 14 we received a notice from Licensing that the Center was in compliance with their recommendations and the incident was deemed closed, noting that training and new precautions have been taken since this incident.

### **OPEN MEETING LAW TRAINING**

Ms. Cervantes presented that there is an annual training requirement for the Authority Board for the Open & Public Meetings Act (OPMA). This meeting / discussion served as the training for this year. Flyers were handed out stating the information needed for the annual training and key points were briefly discussed. It was recommended by the Chair that if the Center's bylaws do not reflect the current Open Meetings Act they need to be updated.

### **ANNUAL STATE AUDITOR'S RISK ASSESSMENT**

Mr. Gardiner reviewed the Center's Fraud Risk Assessment that must be submitted to the State Auditor's Office. It had been completed, but Matt had questions about items 4 & 5 as they relate to the Board. Overall our assessment shows we scored at a low risk level. We do lack points for not having a separate internal auditing process. This is something we can look into, but it is not considered enough of a concern to warrant too great of an expense to do so. As a public agency we are audited by many other agencies and it would increase our cost to have one in house. Matt Gardiner has maintained his CPA license current, which is deemed a benefit to the Center.

### **FEDERAL EXECUTIVE ORDER ON ENDING CRIME & DISORDER ON AMERICAN STREETS**

Mike Deal mentioned the July executive order from President Trump and read portions of the order. Highest homeless recorded and an overwhelming majority have an addiction to drug use and also suffer from mental illness and / or addiction. How does Utah begin to address this concern? The current model, Housing First, proposes that individuals are better off when they are not homeless regardless of their circumstances. Once they have a place to stay and are off the street they are more able to work through issues of treatment, employment, etc., and work towards a more permanent residency of their own. Utah has taken this approach with the Permanent Supportive Housing grants across the State. This is an evidence-based approach, but it does not seem to be making a huge impact on the total homeless population. But other proposals are now on the table, as some perceive that shifting homeless into institutions will solve the homeless, treatment and public risk issues. The State is now proposing a new 1300 bed facility for civilly committed clients swept up off of the streets. It could be \$75 million to build and then there are costs for staffing and operations. Mr. Deal shared his views that Housing First is not actually a failed model, but there are simply not enough

affordable housing units to make an impact. With over 750,000 homeless individuals in the US and a shortfall of affordable housing units of nearly 7 million units, the problem goes on. It is true that the government can't force affordable housing, but it can provide tools, zoning and ordinances to encourage more. Further, the legality of civilly committing the homeless is debatable as well. We will keep the Board updated as this proposal moves through the Legislative process. It was highlighted that as a system we should be focusing on giving a hand-up instead of a hand-out. It was asked that Commissioners reach out to Mr. Deal or Mr. Sherrat for any further discussions on this topic.

### **NATCON 2026**

Mike Deal discussed the upcoming NatCon convention which will be held in Denver from April 27 - 29, 2026. The Commissioners have been registered and the Embassy Suites Hotel rooms are reserved for the dates of 4/25 through 4/29. Commissioners will let Rita Cervantes know the dates they would prefer and if any hotel changes are needed. Commissioner Meyeres will not be attending or having anyone attend in her place.

### **DIRECTORS REPORT**

Mr. Deal Gave a brief update on the Government shutdown, and that it has not affected or impacted SBHC at this time.

### **OTHER BUSINESS**

The Quality Improvement Report was noted and will be sent out to the Commissioners and can be discussed at a future Board meeting if there are any questions or issues.

Commissioner Meyeres requested to add start and end times to the agenda and time lengths for each agenda item. Also to list the reasons as to why the Board will hold a closed meeting. Ms. Cervantes will make these updates beginning with the December agenda.

### **MEETING ADJOURNMENT**

Commissioner Meyeres moved to adjourn the meeting and Commissioner Hollingshead seconded the motion. The voting was unanimously in favor of adjournment.

### **NOVEMBER MINUTES APPROVAL**

The November 12, 2025 Board Meeting minutes were unanimously approved at the December 10th, 2025 Board Meeting.

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Southwest Behavioral Health Center Authority Board Chairperson

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Date