

**\*\*\*APPROVED\*\*\***

**MINUTES  
CENTRAL UTAH COUNSELING CENTER  
AUTHORITY BOARD MEETING**

**DATE:** January 14, 2026

**PLACE:** 47 E 300 S  
Richfield, UT 84701

**TIME:** 4:30 PM

**PRESENT:** Commissioner Marty Palmer, Commissioner Sam Steed, Commissioner Scott Bartholomew, Commissioner Dennis Blackburn, Commissioner Ralph Brown, Commissioner Vicki Lyman (Virtually), Nathan Strait, Richard Anderson, Jace Ellsworth, Jared Kummer, Lynnette Robinson, Chad Williams, Christian Matthews, Kory Meacham, Kristofer Lundeberg, Samantha Payne

**EXCUSED:**

**I. PUBLIC COMMENT:**

No Public Present.

**II. APPROVAL OF MINUTES:**

A motion was made by Commissioner Dennis Blackburn to approve the minutes of the December 10, 2025 Authority Board Meeting. The motion was seconded by Commissioner Sam Steed. Votes by voice included Commissioner Marty Palmer, Commissioner Sam Steed, Commissioner Scott Bartholomew, Commissioner Vicki Lyman (Virtually), Commissioner Dennis Blackburn, and Commissioner Ralph Brown. Motion carried.

**III. ELECTION OF BOARD CHAIR/VICE CHAIR:**

A motion was made by Commissioner Marty Palmer to elect Commissioner Sam Steed as the Chair. The motion was seconded by Commissioner Dennis Blackburn. A motion was made by Commissioner Dennis Blackburn to elect Commissioner Ralph Brown as Vice Chair. The motion was seconded by Commissioner Sam Steed. Votes by voice included Commissioner Marty Palmer, Commissioner Sam Steed, Commissioner Scott Bartholomew, Commissioner Vicki Lyman (Virtually), Commissioner Dennis Blackburn, and Commissioner Ralph Brown. Motion carried.

**IV. APPROVAL OF CORPORATE COMPLIANCE OFFICER:**

Jace Ellsworth is set to take over the position previously held by Lynnette Robinson. Commissioner Sam Steed inquired whether this would create a conflict with Jace's current HR responsibilities; however, it was stated that the roles would actually complement each other.

**A motion was made by Commissioner Scott Bartholomew to appoint Jace Ellsworth as the Corporate Compliance Officer. The motion was seconded by Commissioner Marty Palmer. Votes by voice included Commissioner Marty Palmer, Commissioner Sam Steed, Commissioner Scott Bartholomew, Commissioner Vicki Lyman (Virtually), Commissioner Dennis Blackburn, and Commissioner Ralph Brown. Motion carried.**

#### **V. CONFLICT OF INTEREST FORM AND REVIEW:**

Nathan Strait stated that the Authority Board Bylaws require an annual review of the Conflict of Interest Form at the first meeting of the year. The commissioners reviewed, updated as necessary, initialed, and signed the forms they had previously signed. Nathan noted he would send a copy to Commissioner Vicki Lyman for her review and signature since she was attending the meeting virtually. He asked the commissioners to date the forms.

Commissioner Scott Bartholomew asked about the use of the building where the meeting was being held. Chris Matthews explained that it is used for Day Treatment, focusing on adult skills learned over three days a week. He detailed the skills and focuses they work on to help the participants. Commissioner Marty Palmer inquired about the causes that lead individuals to this program. Nathan mentioned schizophrenia, noting that the first onset of symptoms often leads to a loss of skills, and dependence can vary based on the diagnosis. Chris added that the onset typically occurs in the mid-teens or early 20s. Commissioner Dennis Blackburn asked about the size of the group, and Chris replied that it is currently 8, usually ranging from 6 to 10.

#### **VI. NATCON 26:**

Nathan Strait discussed NatCon, which this year will be held in Denver, CO, and he requested a head count so registration could be completed. Commissioner Marty Palmer is planning on attending and is open to flying or driving, mentioning the possibility of carpooling. Commissioner Sam Steed plans to attend, Commissioner Ralph Brown's attendance is possible, and Commissioner Vicki Lyman needs to re-check her calendar. Commissioner Dennis Blackburn will also check his calendar. Registration needs to be completed by January 23rd to save \$100, but Nathan understands if not everyone can make it. Commissioner Sam Steed mentioned the value of interacting with staff outside of these meetings.

#### **VII. INDEPENDENT AUDIT REPORT:**

Rick Roberts and Gabe Miller with Kimball and Roberts, PC presented their independent audit findings and rendered a clean, or unmodified, opinion on the financial statements, citing no material errors or irregularities. This year, a single audit was required because the funds exceeded one million dollars. Cash and investments totaled \$4.5 million, and the net position was \$10.6 million, with \$5.2 million of that in capital assets, an increase of one million dollars from the previous year. They discussed the recent Medicaid fraud case back east and anticipate similar issues potentially arising locally in the future. Richard mentioned the practice of keeping funds in different banks, up to the FDIC insured amounts, to diversify risk. Long-term debt included obligations for buildings and the pension. \$91,000 was due on the long-term debts. The liability for Compensated Absences, or the amount owed to employees, was \$524,006. Gabe then reported that compliance testing did not identify any deficiencies in internal control considered to be material weaknesses, and he also mentioned the disclaimer. The single audit is based on federal monies spent. The Substance Use Disorder (SUD) program was chosen for testing because its expenditures alone exceeded \$1 million. As independent auditors, they tested four areas: Budgetary Compliance, Public Treasurer's Bond, Fraud Risk Assessment, and Utah Retirement Systems. Marty inquired how Minnesota was able to commit fraud, and Rick explained that they do not have the same requirements as Utah. Richard suspects that a subcontractor may possibly be responsible. Gabe discussed the "day care scenario," referring to the second level of review that may not be getting checked or verified.

**A motion was made by Commissioner Scott Bartholomew to approve the independent audit report as presented. The motion was seconded by Commissioner Ralph Brown. Votes by voice included Commissioner Marty Palmer, Commissioner Sam Steed, Commissioner Scott Bartholomew, Commissioner Vicki Lyman (virtually), Commissioner Dennis Blackburn, and Commissioner Ralph Brown. Motion carried.**

#### **VIII. FY2026 FINANCIAL REPORT:**

Richard Anderson presented the fiscal year (FY) 2026 financial report. With 50% of the year gone, Mental Health (MH) revenue stands at 71%, which is ahead of schedule given the 70% Medicaid Cap. Richard is scheduled to meet with Medicaid directors next week. On the Substance Use Disorder (SUD) side, revenues are at 48%, with the SUD Medicaid match at 121%. We continue to experience issues with Medicaid bills, specifically determining the fiscal year they correspond to. He also discussed contra revenue. Regarding expenditures, MH Wages & Fringe are at 52% and SUD is at 50%. Travel is below budget for MH, while SUD travel tends to be spent earlier in the year due to events like the fall conference. Current expenses are at 51% for MH and 41% for SUD. Insurance is often budgeted high because the actual payment isn't made until December, and the exact charge is uncertain. MH expenses are expected to be higher due to ARPA funding and spending. Commissioner Scott Bartholomew asked about Respite care. Richard explained it is a service provided to give parents a break/babysit. Scott then asked if the center receives Opioid Settlement Money. Richard responded that some is received through prevention funding. The center receives OPG funding, which is separate from the money the counties receive. The center received \$100,000 this year. Nathan

mentioned current legislation that would only permit the use of the interest earned on the opioid funds.

**A motion was made by Commissioner Marty Palmer to approve the Financial Report as presented. The motion was seconded by Commissioner Dennis Blackburn. Votes by voice included Commissioner Marty Palmer, Commissioner Sam Steed, Commissioner Scott Bartholomew, Commissioner Vicki Lyman (virtually), Commissioner Dennis Blackburn, and Commissioner Ralph Brown. Motion carried.**

Richard provided an update on the Receiving Center, noting that they are awaiting the EDO vote for approval. They sent out another email for the remaining few hundred thousand dollars, and Richard mentioned they requested additional money for MCOT vehicles. They have received the official allocation letter confirming the money. The Receiving Center is a full go. The planning and zoning meeting is scheduled for February 4th. Asbestos testing on the old building has been completed with no findings. Richard asked Commissioner Ralph Brown if they could discuss the landfill and how the county may be able to assist with the removal of the old building. A new civil plan will be required, but they do not anticipate paying full price since they are utilizing plans from North Eastern.

The proposed homeless campus, a 1300-bed facility at 2520 N 2200 W Salt Lake City, is estimated to have a \$25 million one-time cost and \$20 million in ongoing costs. The Local Mental Health Authority (LMHA) will be responsible for paying the Medicaid Match for the Expansion Population. Richard calculated the amount from FY2025 to total \$986,698.54. This is essentially taking resources from rural areas to solve a predominantly urban problem. When Commissioner Scott Bartholomew asked if people would be coming from surrounding states, the consensus was yes, noting that people are already coming from Wyoming. Commissioner Ralph Brown asked for the number or the person overseeing the proposal.

Effective yesterday, 14% of the Authority's MH funding and 47% of SUD funding could be at risk due to potential SAMHSA state funding cuts. This does not affect Medicaid funding. Grants on the prevention side have been cut, resulting in a \$65,000 loss from the PFS (Partnership for Success) grant. Richard suggested utilizing opioid settlement funds to cover some of the lost prevention funding. He asked the Commissioners to consider this possibility. He also discussed the "extra" discretionary funds and how they will simply disappear. All Federal Funds are being affected. Commissioner Dennis Blackburn supported Richard's idea for the opioid funds, while Commissioner Ralph Brown mentioned his county has used their funds for the sheriff's department.

## **IX. HUMAN RESOURCES REPORT:**

### **A. NEW HIRES/TERMINATIONS:**

Jace Ellsworth presented the Human Resources report, noting that Katherine Chapman resigned on January 2, 2026. The center is actively searching to backfill her position.

### **B. OPEN POSITIONS:**

There are currently two open positions: a long-standing Case Manager vacancy in Delta/Fillmore and a Recreational Therapist position. Although Case Managers are receiving training to become Recreational Technicians, a Recreational Therapist is essential to provide oversight for the program and the newly trained Recreational Technicians. An Office Specialist position is also open in Richfield.

Commissioner Sam Steed asked where jobs are posted locally. They are typically posted on the state website and the center's website.

**C. MANDATORY/REQUIRED STAFF TRAININGS**

Jace initially reported that the center was 100% compliant with mandatory trainings last month. He corrected this, stating that each team is actually above 90% compliant, a detail brought to light during licensing. He also noted that the Relias platform will now notify team leaders when their team is delinquent. Jace mentioned that of the 12 staff files reviewed by licensing, only one showed a delinquency, which had since been corrected. He anticipated that there should be no finding regarding this issue.

**X. QUALITY ASSESSMENT & CLINICAL DATA:**

A. CLINICAL SERVICES - Quarterly tracking for Clinical Services in Calendar Year 2025 indicated a record increase in services provided, which include evaluations, therapy (individual, family, group), medication management, skills and support, and acute and specialized services. The increase is notably linked to the staff incentive program, as services were higher in Q3 and Q4 (when the program was in place) compared to Q1 and Q2. Q3 was the highest quarter, with Q4 being lower, which is attributed to the holidays. We are interested to see the data for Q1 and Q2 of Calendar Year 2026. A service breakdown chart showed individual therapy as the most frequently provided service. Regarding the Direct Service Hour Expectations and Incentive Policy, next steps include increasing auditing and service monitoring. The policy will be reviewed in April, one year after implementation, to assess what is working and what needs adjustment.

B. TEAM REPORTS/UPDATES MCOT - Kory Meacham

Kory Meacham provided an update on the transition from Anna LaDamus to himself, noting he has been in the position for a month and is working on Crisis Intervention Team (CIT) training, primarily in Sanpete. Commissioner Scott Bartholomew noted that MCOT is functioning effectively and he appreciates them.

**XI. CLOSED SESSION:**

Not Needed

Potential Closed Session to discuss pending or threatened litigation and/or the character, professional competence of employee(s), property, or strategy session as provided by Utah Code Annotated §52-4-205

a. Pending or Threatened Litigation

**XII. CLOSED SESSION ACTION:**

Not Needed

**XIV. MEETING SCHEDULE:**

March 11, 2026 location TBD.

**XV. OTHER:**

**XVI. MATTERS FROM THE BOARD:**

**A motion was made by Commissioner Ralph Brown to move to close the meeting. The motion was seconded by Commissioner Marty Palmer. Votes by voice included Commissioner Marty Palmer, Commissioner Sam Steed, Commissioner Scott Bartholomew, Commissioner Vicki Lyman (virtually), Commissioner Dennis Blackburn, and Commissioner Ralph Brown. Motion carried.**

**The meeting was adjourned at approximately 6:12 p.m.**

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**Samantha Payne, AP Clerk**