

**EMPLOYMENT SERVICE AGREEMENT BETWEEN  
THE CRAWFORD-MARION ADAMH BOARD  
AND  
MARION MATTERS  
AND  
RIDGEDALE LOCAL SCHOOL DISTRICT  
FY 2026**

This Agreement is entered into by the Crawford-Marion Alcohol, Drug Addiction & Mental Health Services Board, 369 Kensington Place, Marion, OH 43302 (mailing address is PO Box 406, Marion, OH 43301) (hereinafter referred to as the “ADAMH Board”), Marion Matters, 810 Kenton Ave., Marion, OH 43302 (hereinafter referred to as the “Contractor”), and Ridgedale Local School District, 3103 Hillman Ford Rd, Morral, OH 43337 (hereinafter referred to as “Ridgedale LSD”) (collectively, the “Parties”).

**Recitals:**

**Whereas**, ADAMH Board is the governing body of a joint county alcohol, drug addiction and mental health services district organized under Ohio Revised Code Chapter 340, responsible for assessing the mental health, alcohol and drug addiction needs of the district; and,

**Whereas**, Contractor is a not-for-profit agency that performs/provides employment support services; and,

**Whereas**, ADAMH Board has a need for screening and provision of employment support services; and

**Whereas**, Contractor is well-qualified to perform these necessary services for ADAMH Board; and,

**Whereas**, ADAMH Board desires to engage Contractor to provide these necessary services at Ridgedale LSD, as more fully set forth herein.

**THEREFORE**, the Parties agree as follows:

**Section 1. Term**

The term of this Agreement shall retroactively commence on July 1, 2025, and shall continue until June 30, 2026. The Parties may execute renewals and/or amendments of this Agreement separately in writing as mutually agreed to between the Parties. It is the intention of the parties to enter into this agreement and develop a long-term relationship. It is noted that the intention of the parties is to continue this agreement from year to year through annual contracts as long as the parties agree.

## **Section 2. Termination**

This Agreement may be terminated, with or without cause by any of the Parties, before the expiration thereof, by providing ninety (90) days' prior written notice to the other parties. ADAMH Board may also terminate this Agreement immediately by providing written notice to Contractor in the event of material breach of this Agreement by Contractor, including failure of Contractor to provide the services required under this Agreement in a competent, efficient and satisfactory manner as determined by the ADAMH Board.

## **Section 3. Services, Compensation and Performance**

**Contractor** agrees to perform the following services:

- Provide staff to deliver ERN (employment support services) at Ridgedale for three (3) hours per week;
- Provide services and create opportunities for employees of Ridgedale LSD and their families and for the benefit of the greater community;
- Constantly seek opportunities for collaboration and leveraging of resources that benefit the employees and families of supporting the ERN® and the community;
- Help identify potential funding streams that may benefit the ERN and Ridgedale LSD;
- Keep Employee and Employer issues confidential and work toward the advancement of all workers within Ridgedale LSD;
- Engage with community partners that will assist the ERN® with support services (e.g. Public and nonprofit workforce and human service agencies, Community Colleges, childcare agencies, etc.);
- Identify key indicators to measure the success of the ERN® and help track those measures as appropriate;
- Send a membership fee invoice to the ADAMH Board to pay for services provided in this agreement; and,
- Report outcomes to the Ridgedale LSD and ADAMH Board on a monthly basis (includes number of individuals assisted by ERN, and outcome of the referral).

**Ridgedale LSD** agrees to perform the following services

- Evaluate performance of the ERN® by providing key data, such as termination reports, orientations and participate in employee satisfaction surveys;
- Provide confidential workspace, access to printing and internet access for the ERN to be onsite at their facility;
- Partner with the ERN in promoting services through modes that may include outreach materials, company email, supervisor/HR referrals, etc.
- Consistent with Ridgedale LSD policies and all applicable laws, provide guidance and direction to ERN® relative to the items listed below regarding the ERN® services:
  - Identification of training to be provided to Ridgedale LSD employees

- Job descriptions and criteria for understanding of and service to Ridgedale LSD employees
- Job openings for advancement possibilities within Ridgedale LSD for Ridgedale LSD employees
- Information regarding possible Ridgedale LSD lay-offs and opportunities to shift employees from one Employer to another to avoid job loss of incumbent workers
- Clear communication of performance and attendance of Ridgedale LSD employees to help assure retention
- Open to the assistance provided by ERN® retention efforts.
- Move toward best practices in providing work environments that will promote the success of the emerging workforce
- Designate one Ridgedale LSD representative as the voting director for the board of ERN®
- Commit to the attendance of no less than one representative of Ridgedale LSD, as designated by Ridgedale LSD, for monthly ERN® meetings

**Both Contractor and Ridgedale LSD** agree to participate in:

- Tracking of key indicators needed by both ERN® and Ridgedale LSD;
- Development and implementation of best practices;
- Linkages to community for the development of needed support to realize ERN's goals; and objectives to attract and retain an engaged workforce;
- Joint meetings to monitor progress, discuss key issues, improve systems, etc.;
- Community awareness and promotion of the ERN® as a model of employee retention, advancement, and leveraging of resources; and,
- Maintenance of confidentiality as appropriate in the case of specific employees or potential employees in accordance with all applicable laws.

With these services provided, certain responsibilities shall be reserved for **ADAMH Board** under this Agreement, including the following:

- In consideration of the services to be rendered by Contractor to Ridgedale LSD, ADAMH Board agrees to pay compensation to Contractor in a total maximum annual amount not to exceed **\$7,470.00** annually (\$1,867.50 quarterly).
- ADAMH Board reserves the right to make reductions in unused allocations to Contract Agency if funds available to ADAMH Board for payment of such allocations are substantially reduced or eliminated.
- In the event ADAMH Board receives notice that federal, state, or local funding sources and/or legal obligations necessitate a reduction in or elimination of an allocation, ADAMH Board shall give the Contractor and Ridgedale LSD notice of the proposed reduction or elimination.
- Nothing in this section shall be interpreted to remove the obligation of the ADAMH Board to pay for services already provided prior to the date of notification in accordance with this Agreement.

- Compensation to Contractor will be based upon invoices approved by ADAMH Board. All invoices must be submitted to ADAMH Board at minimum quarterly. The first invoice may be sent once agreement has been fully executed and at the beginning of the quarter thereafter. The ADAMH Board will provide payment on approved invoices within 30 days of approval.

#### **Section 4. Relationship of the Parties**

The Parties expressly understand and agree that this Agreement exclusively sets forth the terms of a shared funding arrangement. The Parties are fully autonomous and no agency or employment relationship is created between or among the Parties by virtue of this Agreement. Contractor shall be exclusively responsible for selecting and separately establishing the terms of employment and/or services between Contractor and the individual selected for the Position. Consequently, the individual selected by Contractor to fulfill duties in this agreement shall hold no agency or employment relationship with the ADAMH Board or Ridgedale LSD, and no contractual obligations are herein established between the ADAMH Board, Ridgedale LSD, and the individual selected by Contractor to fulfill the Position.

#### **Section 5. Conflict of Interest**

ADAMH Board understands that Contractor is in the business of rendering services to various persons, firms and corporations. Contractor will devote such efforts, abilities and skills as are necessary to perform the services required under this Agreement in a professional, competent and timely manner. Contractor will notify ADAMH Board and Ridgedale LSD of any conflicts of interest that arise during this Agreement and in that event the ADAMH Board and/or Ridgedale LSD may waive the conflict or elect to obtain the contracted services from one or more other providers. Contractor knows of no existing relationships that present a conflict of interest and Contractor will notify ADAMH Board and Ridgedale LSD of any potential conflicts of interest that Contractor may identify during this Agreement.

#### **Section 6. Non-Discrimination**

Contractor shall not discriminate in the performance or delivery to services under this Agreement on the basis of race, religion, color, sex, ancestry, disability, age, national origin, veteran status or the inability to pay.

#### **Section 7. Liability / Indemnification**

The Parties agree to be individually and solely responsible for any and all liability, loss, damages, injury, penalties, costs, fines, fees and/or related expenses that may arise under this Agreement as a result of each Party's own acts, omissions, or negligence and/or the action, omissions, or negligence of its respective boards, board members, committees, officials, employees, agents, representatives, and/or volunteers in the performance of this Agreement. ADAMH Board and Ridgedale LSD are political subdivisions of the State of Ohio and lack the authority to indemnify.

## **Section 8. Miscellaneous**

**Governing Law.** This contract shall be interpreted under the laws of the State of Ohio and any legal disputed related thereto shall be brought in the Courts of Marion County, Ohio.

**Non-Assignable.** Contractor shall not assign or delegate this Agreement or any of Contractor's contractual rights or responsibilities to any third parties without the advance written consent of the ADAMH Board and Ridgedale LSD. In addition, Contractor shall not subcontract any portion of the work required by this Agreement.

**R.C. 340.036.** The Parties agree and confirm that this Agreement is not subject to the provisions regarding notice of substantial changes or non-renewal as set forth in Ohio Revised Code Section 340.036(D).

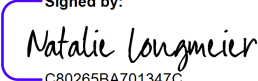
**Entire Agreement.** All prior negotiations and agreement between the Parties are superseded by this Agreement and there are no representations, warranties or understandings other than those expressly set forth herein.

**Amendment.** This Agreement may only be amended or modified by an instrument in writing signed by both ADAMH Board, Ridgedale LSD, and Contractor.

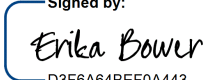
**Waiver.** Failure to insist upon strict compliance with any of the terms or conditions hereof or to exercise any rights conferred by this Agreement shall not be deemed a waiver of such terms or conditions nor a waiver to assert or rely on such terms or rights on any future occasion.

WHEREOF, the Parties have executed this Agreement by their duly authorized representatives on the dates below indicated.

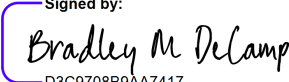
Contractor

<div>Signed by:  C80265BA701347C...</div>	7/2/2025
Natalie Longmeier, Executive Director Marion Matters	Date

Ridgedale Local School District

<div>Signed by:  D3F6A64BEF0A443...</div>	7/12/2025
Erica Bower, Ph. D. Superintendent	Date

Crawford-Marion ADAMH Board

<div>Signed by:  D3C9708B9AA7417...</div>	7/12/2025
Brad DeCamp, Executive Director Crawford Marion ADAMH Board	Date