

**Tri-County Board of Recovery & Mental Health Services
Board of Directors' Meeting
Minutes**

April 15, 2009

BOARD MEMBERS PRESENT

Craig Dusek
Jewell Good
Julie Harmon
Marianne Helmlinger
Jerry Herbe
Kate Ketron
George Lovett, Chairperson
William Lutz
Robert Menz
Dr. Jennifer Shoenfelt
Jason Wagner
Roger Welklin
Ruth Wright
Marcy Youtz

GUESTS PRESENT

Byron Ewick, MCRC
Doug Metcalfe, SafeHaven
Jim Mieding, Miami County NAMI
Ann Moyer, MCMHC
Terry Swartz, Community Housing
Nancy Sullivan
Ken Ward, SCCC

BOARD STAFF PRESENT

Joyce Arnold
Terri Becker
Amanda Brown
Norma Hatke
Jerry Hill
Jodi Long
Mark McDaniel, Executive Director
Steve McEldowney

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, March 18, 2009 for their Board of Directors' meeting. George Lovett called the meeting to order at 6:45 p.m.

Board staff member Amanda Brown took roll call. Fourteen Board members were present; none were absent. The Board staff and guests introduced themselves and identified the agency or group they represented. A sign-in sheet was available to them for attendance records.

APPOINTMENT OF SECRETARY

Marianne Helmlinger was appointed secretary to attest to the Board meeting minutes.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING

The Board reviewed the revised agenda for the evening. Marianne Helmlinger made a motion to approve the agenda as presented. Seconded by Jennifer Shoenfelt. Vote taken. Motion carried.

The Board reviewed the minutes of the March 18, 2009 Board of Directors' meeting. Kate Ketron made a motion to approve the minutes of the March 18, 2009 Board of Directors' meeting as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

BOARD GOVERNANCE

Mark presented the Board with a final copy of the Board's Strategic Plan. The final document includes the written plan from Wright State as well as the Strategic Plan Goals document the Board approved at the March Board meeting.

The Board reviewed Policies 501 – 513 and Policies 601 – 603. Mark noted that Policy 506 Medical Emergencies and Policy 512 Safety Officer were reviewed and approved at the March meeting and therefore were not included in the group of policies. After further review, Jason Wagner made a motion to approve Policies 501 – 505, 507 – 511, 513 and 601 – 603 as presented. Seconded by Ruth Wright. Vote taken. Motion carried. Mark announced that the Board Attorney is reviewing all Board policies as well. It is anticipated that the Board will review the remaining policies throughout the next several months and have all policies approved by the July Board meeting.

Mark announced that a Board training is scheduled for June 17, 2009. He plans to move up the Finance Committee meeting to fit in a one-hour training before the Board meeting. The training will include 30 minutes of fiscal procedures/documents and 30 minutes of ethics. The Board Attorney, Grant Kerber, will be presenting the information on ethics. The finance section will include information regarding fiscal documentation, sources of funding and acronyms commonly used in our system.

Mark updated the Board on committee membership and announced that the response to serve on committees has been good. He plans to distribute updated committee assignments at the June Board meeting.

Mark provided an update on Board Member Recruitment and announced that we have received seven responses to the advertisements for Board Membership. The applicants include one Darke County resident, four Miami County residents and two Shelby County residents. He has scheduled interviews with five of the seven candidates and is still waiting to hear back from the other two. After the interviews, Mark intends to put together a packet of candidate applications for the Nominating Committee to review. He noted that some appointing authorities might take more time than others in appointing members to the Board. The openings currently stand at two for Darke County, two Shelby County and none for Miami County, though there are two non-voting vacancies that could be filled by the Miami County applicants.

OLD BUSINESS:

FINANCE COMMITTEE – Jerry Herbe

Jerry Herbe reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the minutes of the March 2009 Finance Committee meeting. Jerry made a motion to approve the minutes of the March 18, 2009 Finance Committee meeting as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

The Board reviewed the Financial Statements from March 2009. Jerry provided further detail of the report and noted that the statements reflect finances at approximately 75% of the way through the fiscal year. After further review, Jerry made a motion to approve the March 2009 Financial Statement as presented. Seconded by Jewell Good. Vote taken. Motion carried.

The Board reviewed the Service Reports from February 2009. Jerry explained that the report reflects each agency's status concerning delivery of services reported through February 2009, 67% of the

way through the fiscal year, and is a mechanism by which the Board can monitor services provided. Jerry noted that mental health services were at 61.7% and AoD services were at 81%.

The Board reviewed the Quarterly List of Transactions from January – March 2009. Jerry noted several adjustments that were included in the transactions and that out-of-county expenses continue to increase. Jerry reported that Board staff is working to keep those expenses down. Jerry made a motion to approve the Quarterly List of Transactions from January – March 2009 as presented. Seconded by Jewell Good. Vote taken. Motion carried.

Jerry reported that the Calendar Year 2008 State Audit is complete and is currently going through the review process. It is anticipated that the final written report will be available to review in the near future.

Jerry reported for the Building Committee on the ODMH Capital Grant MH-856 for Shelby County. He noted that the grant is now before the State Controlling Board for authorization. The grant is scheduled to be reviewed for authorization at the Monday, April 20, 2009 meeting of the Controlling Board. Jerry also reported that SCCC has engaged Freytag & Associates as architects for the project.

The Board reviewed a FY09 FAST/ABC Contract revision. Jerry announced that DCMHC would not be able to bill down all the ABC funds for their FY09 contract. Jerry further explained the Board is working with Darke County Job and Family Services to finalize services that will be added to the FY09 agreement. The agreement will need to be increased by \$15,000 to accommodate billing for the additional services. The existing agreement is for \$20,000. After further explanation, Jerry made a motion to increase the contract with Darke County Job and Family Services to \$35,000. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

Jerry reported that the Finance Committee received an update regarding the State Budget process and that essentially, there was no news to report.

Jerry announced that the agencies have received their budget packets and are to complete and return them to the Board by May 1, 2009. Jerry noted that Terri Becker would present a draft budget presentation at the end of the Finance Committee report.

Jerry reminded the Board of the training on finance and ethics that is scheduled for June. Jerry asked the Board to provide him with any questions or topics of concern that they would like covered in the finance section of the training.

Terri Becker presented an overview of the FY2010 budget process. She presented information regarding the budget/contract process including state allocations, reductions to our system, Medicaid and advanced FFP. She noted that there was nothing new to report at this time regarding the state allocations and cautioned that further reductions are a possibility. Terri reviewed the draft budget approved at the March Board meeting and noted that we are still waiting on final allocations from the State. Terri also explained the next steps in the FY2010 budgeting process and noted that detailed budgets for the agencies and Board administration would be reviewed at the next Board meeting for approval.

PLANNING COMMITTEE

The next meeting of the Planning Committee will be held on Wednesday, May 6, 2009 at 6:00 p.m. at the Board office.

STAFF REPORTS:

DIRECTOR’S REPORT – Mark McDaniel

Mark presented the Director’s Report to the Board and noted that much of the budget process is unknown at this point since we do not have final allocation numbers from the State. He discussed several options that need to be considered during budgeting including raises for Board staff and other issues. The Board reviewed a document published by the Coalition for Healthy Communities regarding funding for behavioral health services in Ohio. He announced that a team of individuals from our system including he, Jewell Good and Doug Metcalfe, would be meeting with local legislators on May 6 at a “Day at the Statehouse” event in Columbus. Mark explained that they would be advocating for funding for our system but cautioned that our system has not typically fared well in tough economic times.

Mark announced that he is also meeting with legislators in the coming week to discuss the rollback of the Tangible Personal Property Tax, which will impact the amount collected from our tax levy. The rollback is set to begin in 2010 with the first reductions in 2011. Mark explained that the Commercial Activity Tax was expected to replace the resources lost by the rollback of TPP; however, that is not happening in our area. Mark further explained that the rollback would mean a reduction of approximately \$400,000 in our system. Larger tax levies such as the MRDD and School levies will be most impacted by the rollback.

Mark informed the Board about the Mental Health Act of 1988 that included a de-institutionalization effort to provide and fund services in local communities, which is the 408 line item. That act resulted in a decrease in the state hospital system and an increase in local services. He further explained that a lawsuit was brought forth many years after the Act was instituted due to non-compliance by ODMH. The lawsuit lasted over 7 years and included all MH Boards in Ohio and resulted in a settlement agreement between ODMH and the Boards. After further explanation of the settlement and funding agreement, he noted that concerns have been raised that ODMH is not meeting their end of the settlement by not including the Boards in the process of changing the funding agreement. He and other Board Executive Directors across the state have been meeting to determine the necessary steps to take in this situation. He explained that it appears as though the Mental Health Act of 1988 is being dismantled. He has spoken with our Board Attorney regarding the settlement agreement and if and what action should be taken. He will continue to gather information and keep the Board informed as information becomes available. Mark has asked Grant Kerber to stay after the Board training in June to answer any questions the Board may have.

NEW BUSINESS:

There being no new business, Ruth Wright made a motion to adjourn. Seconded by Bob Menz. Vote taken. Motion carried. The Board meeting adjourned at 7:40 p.m. The next Board of Directors’ meeting will be held on Wednesday, May 20, 2009 at 6:45 p.m. at the Board office.

George Lovett, Chairperson

Marianne Helmlinger, Secretary

Amanda Brown