

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

November 18, 2009

BOARD MEMBERS PRESENT

Craig Dusek
Julie Harmon
Marianne Helmlinger
Jerry Herbe
George Lovett, Chairperson
William Lutz
Nancy Sullivan
Jason Wagner
Roger Welklin
Marcy Youtz

BOARD MEMBERS EXCUSED

Dennis Butts
Jewell Good
Kate Ketron
Michael Martin
Robert Menz

GUESTS PRESENT

Thom Grim, MCRC
Lyn McArdle, DCRS
Doug Metcalfe, SafeHaven
Jim Mieding, Miami County NAMI
Joanne Mieding, Miami County NAMI
Jim Moore, DCMHC
Ann Moyer, MCMHC
Terry Swartz, Community Housing
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, November 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. Ten Board members were present; six 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

Craig Dusek was appointed secretary to attest to the Board meeting minutes.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING

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

The Board review the minutes of the September 16, 2009 Board of Directors' meeting. Jason Wagner made a motion to approve the minutes of the September 16, 2009 Board of Directors' meeting as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

BOARD GOVERNANCE – No Report

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 September 2009 Finance Committee meeting. Jerry made a motion to approve the minutes of the September 16, 2009 Finance Committee meeting as presented. Seconded by Nancy Sullivan. Vote taken. Motion carried.

The Board reviewed the Financial Statements from September and October 2009. Jerry noted that the reports are cumulative. He pointed out that AoD totals are higher than expected at this point in the fiscal year. After further review, Jerry made a motion to approve the September and October 2009 Financial Statements as presented. Seconded by Marcy Youtz. Vote taken. Motion carried.

The Board reviewed the final Financial Statements from Fiscal Year 2009. Jerry explained that the Board ended the fiscal year with a net deficit of \$42,918 due to budget reductions. Jerry further noted that the Board operating expenses were less than budgeted for FY2009. After further explanation, Jerry made a motion to approve the final Fiscal Year 2009 Financial Statements as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed the Service Reports from September 2009. Jerry explained that the report reflects each agency's status concerning delivery of services reported through September 2009, 25% of the way through the fiscal year. Jerry noted that mental health services are at 25.6% and AoD services are at 31.9% of fiscal year projections.

The Board reviewed the Quarterly List of Transactions from July – September 2009. Jerry noted that the Board has paid the full year of membership dues to the Ohio Association of County Behavioral Health Authorities. He also pointed out that expenses for Medicaid services for out-of-county placements for tri-county residents continue to rise. After further review, Jerry made a motion to approve the Quarterly List of Transactions from July – September 2009 as presented. Seconded by Nancy Sullivan. Vote taken. Motion carried.

Jerry informed the Board that the State Auditors have begun the Calendar Year 2009 State Audit. The Auditors spent several days at the Board the past week and plan to return in February to complete the audit. He also noted the Board should see a reduction in the cost of the audit as the State Auditor's office is working hard to reduce costs in light of the statewide budget reductions. Jerry also reported that the agency non-Medicaid reviews would begin soon.

Jerry provided an update for the Building Committee on the ODMH Capital Grant MH-856 for Shelby County Counseling Center. He reported that Ken brought a copy of the bid packet to share with the Finance Committee and that the information has been submitted to ODMH. Jerry noted that ground breaking for the new SCCC site is scheduled for December with a completion date in June 2010.

Jerry updated the Board on the one-stop-shop concept for Miami County that was presented to the Board in September. Jerry noted that the Finance Committee discussed the idea and endorses the concept. Mark further explained that the Board has discussed the concept of a one-stop-shop on numerous occasions and is presented with a unique opportunity in Miami County to pursue this idea. He noted that a one-stop-shop would provide a more streamlined and efficient way of doing business in our system. He mentioned several social service agencies that have come together to offer a one-stop-shop in Montgomery County and noted the success of that arrangement. Mark proposed that the Board continue to review the concept of such a project in Miami County and give him the endorsement to research options and gather information for the project. A question was raised regarding which agencies would be included in a one-stop-shop. Mark replied that the Board office as well as all Board provider agencies that serve Miami County would be included in the proposal. After discussion, the Board, by consensus, gave mark the green light to put together a more detailed proposal for a one-stop-shop for Miami County.

The Board reviewed a Behavioral Health CATT Upgrade/Allocation. Jerry explained that new state requirements for Behavioral Health agencies would go into effect on January 1, 2010 that will require software upgrades for the Board and contract agencies. After further review, Jerry made a motion to allocate an amount not to exceed \$12,000 to cover the costs associated with Board and agency Behavioral Health CATT upgrades and programming. Seconded by Bill Lutz. Mark further explained the necessity of the software upgrades and noted that the Board gathers a great deal of information from reports generated by CATT. Vote taken. Motion carried.

The Board reviewed the Calendar Year 2010 Revenue/Temporary Appropriations. Jerry noted that the temporary appropriations translate two fiscal years into a calendar year and are necessary for the Board to do business at the beginning of 2010. After further review, Jerry made a motion to approve the Calendar Year 2010 Revenue/Temporary Appropriations as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

PLANNING COMMITTEE – Bill Lutz

Bill Lutz reported that the Planning Committee met on November 4, 2009 at 6:00 p.m. at the Board office. He noted that the Board received a copy of the committee minutes in the Board packet.

Bill reported that the committee received a handout regarding the November 2009 election results. He noted that 9 of 12 mental health & recovery levies passed in Ohio.

Bill reported that the committee provided feedback on the Annual Meeting. He noted that the committee agreed the event was a success and provided positive feedback on the new format and art projects.

Bill provided an update on the status of the State Budget Correction Bill and noted that some of the changes being promoted are: \$36 mil to be placed in the 505 line item and allocated to Boards without earmarks; \$7.35 mil to be replaced in the 408 line item due to a drafting error; and an increase in the amount of Ohio liquor profits from 1% to 2% to go to ODADAS.

Bill reported that Mark was drafting a proposal for the Finance Committee regarding the Behavioral Health Module and upgrades to the CATT system, which was discussed and approved in the Finance Committee report.

Bill noted that the committee discussed the status of implementing the strategic plan. He noted that the strategic plan was developed in a different environment than where we are today and that while the issues and goals are still sound, the committee does have the ability to adjust due dates if necessary. Bill further noted that the Planning Committee has been working very hard at accomplishing the goals outlined in the plan.

The Board reviewed a report of the Crisis Task Force, which was outlined in Strategic Priority #1 of the Board's strategic plan. The Board received a handout of recommendations by the task force categorized by budget savings, budget neutral, and budget investment/re-alignment. After further review, Bill made a motion that the Board approve the Crisis Task Force recommendations as submitted. Seconded by Jerry Herbe. Vote taken. Motion carried.

Bill provided an update on the status of the jail services inventory. He noted that Jodi would be summarizing current services provided to the jails in the three counties and scheduling meetings with jail administrators if any committee members were interested.

Bill provided a summary of the issues surrounding the AoD independent peer reviews. He noted that many of our AoD agencies are nationally accredited. As a result, the committee discussed a proposal to review only non-nationally accredited AoD agencies in our system every two years. After further explanation, Bill made a motion that the Board adopt a review schedule that requires independent peer reviews only for non-nationally accredited AoD agencies. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

Bill reported that the committee reviewed the FY2009 third quarter, fourth quarter, and the FY2009 Annual QA reports. He reviewed the highlights of the reports and noted a correction in one of the graphs. Bill made a motion to approve the FY2009 third quarter, fourth quarter, and the FY2009 Annual QA reports with identified changes and corrections. Seconded by Marcy Youtz. Vote taken. Motion carried.

Bill made a motion to approve the minutes of the November 4, 2009 Planning Committee meeting as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

The next meeting of the Planning Committee will be held on Wednesday, January 6, 2010 at 6:00 p.m. at the Board office.

COMMUNITY RELATIONS COMMITTEE – Jerry Herbe

Jerry Herbe reported that the Community Relations Committee met on October 8, 2009 at 3:30 PM at the Board office.

Jerry announced that the Board is participating in a postcard advocacy campaign sponsored by the Ohio Association of County Behavioral Health Authorities and the Coalition for Healthy Communities. Amanda distributed postcards to the committee members and will be distributing cards among the system as well.

Jerry reported that the committee discussed plans for the 2nd Annual Art of Recovery art showcase to be held in conjunction with the Tri-County Board Annual Meeting on Wednesday, October 21, 2009 at Edison Community College. The committee considered postponing the event due to lack of participation from artists. However, after much discussion and commitment to the event from Board staff and the committee members, it was decided to proceed with the Art of Recovery. Jerry commented that the event was a success and well attended.

Jerry made a motion to approve the minutes of the October 8, 2009 Community Relations Committee meeting as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

Jerry reported that the committee completed a worksheet for the development of Social Marketing Plan and presented a draft version of the plan for the Board to review. Mark further explained that part of the Strategic Plan was for the Board to review current outreach activities and look for new opportunities. The committee completed a worksheet that identified outcomes of the plan as well as target populations and action steps for each outcome. Mark further explained the goals of the marketing plan and noted that the plan will help the Board attack stigma and promote the levy. After further discussion and review of the plan, Jerry made a motion to approve the Social Marketing Plan as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

STAFF REPORTS

DIRECTOR'S REPORT – Mark McDaniel

Mark presented the Director's Report to the Board and announced that the current fallout between Medical Mutual and Premiere Health Partners will affect the Board staff that have the county insurance plan. Mark noted that the Miami County Commissioners are aware of the impact to county employees and are reviewing options for insurance coverage. Mark will keep the Board posted as decisions regarding insurance providers are announced.

Mark updated the Board on the Culture of Quality (COQ) Certification and noted that the review took place on October 5 – 6, 2009. He reported that we have not received the final

results of the review; however, the findings presented in the exit interview were very positive. The presentation of the certification will be awarded to the Board on December 1, 2009. Mark thanked those that participated in the COQ review process including George Lovett and Lyn McArdle and thanked Board staff Terri Becker, Jodi Long and Amanda Brown for their hard work on creating and compiling information for the review.

Mark commented on the strategic plan items discussed in the meeting and announced that the Board will be reviewing the status of strategic plan items and making any necessary adjustments in the next several months.

Mark announced that state legislators are beginning discussions for the budget correction bill. Mark noted that the process may lead to additional funding for our system, but cautioned that it may have no impact on our system at all. He noted that our local legislators seem to be receiving our message favorably and are surprised at how deeply behavioral health services were cut in Ohio. He noted that it is still important to advocate and get the message out about our system and the financial crisis we are facing.

Mark announced that the next year would be the 42nd Anniversary of the Board and Annual Meeting. He noted that the Art of Recovery seemed to be a favorable and refreshing event for our system and a good fit with the annual meeting so plans will be underway to hold the event again in 2010.

Mark commented on the uncertain environment in our system. He reminded the Board and agency directors that their leadership and efforts would guide us through this tough time. He encouraged everyone to remember our vision, mission and our focus on clients as our main priority in our system.

NEW BUSINESS

There being no new business, Nancy Sullivan made a motion to adjourn. Seconded by Bill Lutz. Vote taken. Motion carried. The Board meeting adjourned at 7:45 p.m. The next Board of Directors' meeting will be held on Wednesday, January 20, 2010 at 6:45 p.m. at the Board office.

George Lovett, Chairperson

Craig Dusek, Secretary

Amanda Brown