

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

**May 25, 2011**

**BOARD MEMBERS PRESENT**

Dennis Butts  
Craig Dusek  
Julie Harmon  
Marianne Helmlinger  
Kate Ketron  
George Lovett  
William Lutz  
Robert Menz  
Nancy Sullivan  
Roger Welklin  
Marcy Youtz

**BOARD MEMBERS EXCUSED**

Jewell Good  
Jerry Herbe  
Jason Wagner

**GUESTS PRESENT**

Dorothy Crusoe, Community Housing  
Thom Grim, MCRC  
Lyn McArdle, DCRS  
Doug Metcalfe, SafeHaven  
Vicki Martin, MCRC  
Jim Moore, DCMHC  
Ken Ward, SCCC

**BOARD STAFF PRESENT**

Joyce Arnold  
Norma Barhorst  
Terri Becker  
Amanda Brown  
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, May 25, 2011 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. Eleven Board members were present; three were absent. The Board staff and guests introduced themselves and identified the agency or group they represented.

**APPOINTMENT OF SECRETARY**

Kate Ketron 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. Julie Harmon made a motion to approve the agenda as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

The Board reviewed the minutes of the April 2011 Board of Directors' meeting. Marcy Youtz made a motion to approve the minutes of the April 20, 2011 Board of Directors' meeting as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

BOARD GOVERNANCE – Mark McDaniel

Mark provided an update on Board Membership and announced that Jewell Good has received a waiver of the four-absence rule from ODMH through December. She has had difficulty attending meetings due to scheduling conflicts but wishes to remain on the Board.

OLD BUSINESS

FINANCE COMMITTEE – Dennis Butts

Dennis Butts reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the minutes of the April 2011 Finance Committee meeting. Dennis made a motion to approve the minutes of the April 20, 2011 Finance Committee meeting as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

George Lovett requested the minutes reflect that Bill Lutz joined the meeting.

The Board reviewed the Financial Statements from April 2011, 83% of the way through the fiscal year on a cash basis. Dennis reported that FY2011 revenue is at 83.8% and expenditures are at 69.8%. Dennis noted that most of the State revenue line items are at 100%. Dennis made a motion to approve the April 2011 Financial Statements as presented. Seconded by Nancy Sullivan. Marcy raised a question about the Mics/Other Local/Refund line item and the amount of 822.8%. Terri explained that it is due to a refund from Miami County Mental Health Center from incorrect billing. Vote taken. Motion carried.

The Board reviewed the Service Reports through March 2011, 75% of the way through the fiscal year. Services reported are at 76.4% overall with MH Services reporting at 68% of projections and AoD Services reporting at 89.8% of projections.

Dennis reported on the State Audit that fieldwork is complete. We are waiting to hear results and a release date once the State SAS70 review of the MACSIS system is complete.

The Board reviewed the Agency Monitoring handout for Shelby County Counseling Center and Darke County Mental Health Clinic. Terri Becker explained the information that was contained in the report.

Dennis reported for the Building Committee and provided an update on the ODMH Capital Grant MH-856 update. Dennis announced that Shelby County Counseling Center would be hosting an Open House on Thursday, May 26 from 5:00 – 7:00. Everyone is invited to attend.

Mark reported on the ODMH Capital Mortgage Amortization and explained that the Court St. property in Sidney, currently owned by Eastway, has a \$125,000 ODMH capital grant attached to it and must be used for MH services. Since SCCC no longer occupies that site, ODMH arranged for

the Board to take on the \$125,000 lien from the Court St. property and spread the capital grant amount among the Board's ODMH properties. This would allow Eastway to sell the property without the stipulation that it had to be used for MH services. Mark further explained that SCCC owes Eastway back rent of approximately of \$45,500. Mark spoke with Eastway about the plan to take on the lien. In return, Eastway has agreed to release SCCC of their debt.

Dennis provided an update on Crisis Services. He reported that MCRC is hiring staff and working with the Crisis Center to transition the telephone number, etc. in order to assure a smooth transition for clients and community partners. Thom Grim introduced Vickie Martin as the new coordinator of the mobile crisis response team and she updated the Board on the status of hiring staff. Mark noted that MCRC is doing a great job of getting this project up and running. He and Jodi have been meeting with law enforcement and court personnel about the changes in the crisis system and have received favorable responses thus far. Mark also noted that he has been working with SafeHaven to develop a "warm line" for people who are not in crisis but just need to talk. This would help keep use of the crisis number for its intended purpose.

Dennis reported on the RSC VRP3 Project. He noted that agency and Board staff continue to attend available trainings and gather information to prepare for implementation of the project. We hope to be able to begin enrolling clients and billing for services soon.

The Board reviewed a resolution declaring the intention to place the mental health and recovery levy on the ballot and to request that the County Auditor of Miami County certify the levy revenue. Mark explained that the Tri-County Board is a taxing authority and has the ability to put tax levies on the ballot. He further explained that this resolution is the first step in the process of putting a levy on the ballot. He noted that the resolution requires a 2/3 approval vote by the Board. Mark explained that the certification would indicate how much revenue the tax levy would collect. All Board members were reminded to sign the resolution and indicate how they voted once it is passed. Mark noted that at the next Board meeting, the Board would need to approve the ballot language to be submitted to the Board of Elections, with again a 2/3 approval vote by the Board. He noted that the earlier we get the ballot language to the BOEs the more likely we are to have the same ballot number in each county. After further explanation, Dennis made a motion to approve the resolution requesting certification from the County Auditor as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

The Board reviewed handouts of the FY2012 Administrative Budget and FY2012 Contracts and Allocations. Dennis noted that the Board's Administrative Budget does not have to be approved at this meeting; however, the Contracts and Allocations must be approved to have the contracts signed and out to the agencies by July 1. Mark noted that the budget process is currently underway at the State so there could be changes in the budget in the next several months. Terri Becker explained the detail of the Board Administrative Budget. After review, a concern was raised about a 2% increase for Board staff. Terri explained that revenue would cover the raises. Mark noted that he has considered all the concerns when creating the Admin. Budget; however, he is also concerned about losing staff and wanted to give a modest raise. George noted that he has discussed the issue of staff raises with Mark and is concerned about staff erosion at the Board if raises are not approved. George also reminded the Board that we are dealing with a hidden State budget and may have to remove staff raises if we get further cuts. After further discussion, Dennis made a motion to approve

the FY2012 Board Administrative Budget as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

Terri Becker explained the detail of the Contracts and Allocations Budget. After review, Dennis made a motion to approve the FY2012 Contracts/Allocations as presented. Seconded by Bob Menz. A question was raised about the cuts to the agencies and how that will impact service delivery in our system. Mark noted that the goal is to advocate for the Senate and the Conference Committee to put additional dollars in the budget so the Board can soften the reductions to the agencies. Mark reminded the Board that there might be changes in the budgets due to the lack of final budget information from the State. A question was raised about the cost of state hospital bed days and how that might change. Jodi explained that the per diem for this fiscal year is \$535 and next year it will be \$525. She noted that the Board purchases 1,000 bed days and has turned in two scenarios for next year of 1,200 and 1,400. We are projected to utilize 1,830 in this fiscal year. A question was raised about how many bed days were budgeted in 2007-2008. Mark thought we budgeted around 1,500 in that time frame. Mark explained that we put additional dollars in the private hospital line item to prevent individuals from going to the state hospital. George voiced concern in the number of bed days we are using and wondered what is happening with jail stays in the tri-county area. Both Dennis and Jodi noted that the jails in Darke and Miami counties are overflowing. A concern was raised about our clients interacting with law enforcement and if those numbers are increasing. Julie noted that statewide the number of violent offenses is down. Mark noted a plan to create a hospital liaison to do "super case management" for those in the hospital. He explained that the hospital stays are becoming longer and longer. After further discussion, a vote was taken. Motion carried.

The next meeting of the Finance Committee will be held on Wednesday, June 15, 2011 at 5:45 p.m. at the Board office.

#### PLANNING COMMITTEE – Kate Ketron

Kate Ketron reported that the Planning Committee met on May 4, 2011 at 6:00 p.m. at the Board office. Kate mentioned several announcements the committee received and noted that they have been covered already in the meeting.

Kate provided an update on State Hospital bed day usage and reported that the Board is significantly over the bed days budgeted for this fiscal year. She noted that admissions have slowed and several individuals have been moved back into the community. Mark noted that state hospital bed day usage and length of stay is increasing across the state, not just in our tri-county area.

Kate shared information about the combined community plan. Jodi noted that it is expected to be due in August.

Kate provided an update on usage of Central Pharmacy and noted that the agencies are doing a great job of re-assessing those on the program and usage is going down.

Kate announced that the National Take Back Initiative was held on April 30. The event collected 95 lbs in Darke County, 52.8 lbs in Shelby County and 29 lbs in Miami County. Jodi noted that the event would be held twice a year, in April and September. Jodi thanked the law enforcement

and agencies that participated and noted that there were some issues with medication collection and we will be looking at standardizing the process next year.

Kate reported on the CIT Academy and noted that it was very successful. She also noted that the kick off to the Recovery Academy would be held in the fall and will be tied to the levy campaign.

Jodi provided highlights of the second quarter QI report. She noted that several agencies completed client satisfaction surveys during the second quarter but could not follow up on negative comments due to surveys being anonymous. After further review, Kate made a motion to approve the second quarter QI report as presented. Seconded by Bill Lutz. Vote taken. Motion carried.

Kate reported that the committee received information regarding the State's move toward Medicaid cost containment for mental health services. No additional information is available regarding that issue.

Kate noted that applications for the consumer advisory council would be available soon.

Kate made a motion to approve the minutes of the May 4, 2011 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, July 6, 2011 at 6:00 p.m. at the Board office.

#### NOMINATING COMMITTEE – Marianne Helmlinger

Marianne Helmlinger presented the first reading of the Slate of Officers for FY2012 listing George Lovett as Chairperson and Marcy Youtz as Vice Chairperson. The final Slate of Officers for 2012 will be presented for approval at the June Board meeting.

#### DIRECTOR'S REPORT – Mark McDaniel

Mark announced that the Levy organizational meeting held on May 12 was well attended. He noted that four subcommittees have been formed and have generated lots of good ideas for the campaign thus far. Mark reported that the challenge to raise funds for the levy campaign resulted in \$345 in donations, of which \$245 will go to Friends for Mental Health and \$100 will go to the OACBHA PAC for advocacy for our system. Due to the response to the fundraiser, the Board staff will receive an extra casual day at the office through the end of the calendar year.

Mark provided an update on the State budget and explained the current funding formulas for both ODMH and ODADAS. He explained that if the current budget goes through at the state, the community mental health 408 line item at ODMH would be gone. Mark further explained how the funding for state hospitals, community mental health and Medicaid has historically overlapped, but the proposed budgeting formula will not allow for overlap. Therefore, Boards would be forced to use local levy dollars to cover overages in state hospital bed days, etc. Mark spoke briefly about Medicaid cost containment and better state control over that program. Mark noted that we would not be responsible for Medicaid match for ODMH services; however, we

are at risk for being responsible for Medicaid match for ODADAS services. Mark explained that ODADAS funding streams include community funds and Medicaid. He further explained Medicaid elevation and how it would impact ODADAS funding. Mark reported that the good news is that the Ohio House of Representatives put additional dollars back into the behavioral health budget and it is hoped that the Senate will as well. A question was raised about counties going over Medicaid match and other counties losing dollars from their pool of Medicaid match to cover the overage across the state. Mark clarified that yes, that is the case. The State has used the terminology “dislocation of funds” to describe what could happen.

Mark informed the Board that he has been meeting with Directors of other Boards in southwestern Ohio to talk about collaboration and areas of mutual benefit. From those discussions, the Boards have created a Board Alliance Agreement to outline areas in which the Boards could collaborate including advocacy, grant writing, information and outcomes, and possibly considering splitting the costs of a new billing software system if MACSIS is no longer supported by the State. Mark explained that the document states that the Boards will work together through 2012 and meet regularly and identify areas of common interests and mutual benefit. The document is not a binding contract, just a mutual understanding. The Boards in the agreement are Allen-Auglaize-Hardin, Clark-Greene-Madison, Warren-Clinton, Clermont and our Board. Mark noted that the population between the five Boards is approximately 1.2 million. Mark noted that he would continue to pursue collaborative opportunities and partnerships and keep the Board informed.

Mark reported that the UVMC Board of Trustees has voted to approve the letter regarding the lease of the building on Wayne St. He noted that the Board should receive the signed letter in the next week which will allow Mark to proceed with moving DCMHC to the building across the street.

Mark reminded the Board that we would need at least 10 members present at the next Board meeting to approve a levy resolution. Mark also noted that the Board would be receiving his performance review document soon.

**NEW BUSINESS**

There being no new business, Bill Lutz made a motion to adjourn. Seconded by Julie Harmon. Vote taken. Motion carried. The next regularly scheduled Board of Directors’ meeting will be on Wednesday, June 15, 2011 at 6:45 p.m. at the Board office.

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George Lovett, Chairperson

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Kate Ketron, Secretary

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Amanda Brown