

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

June 15, 2011

BOARD MEMBERS PRESENT

Dennis Butts
Craig Dusek
Jewell Good
Julie Harmon
Marianne Helmlinger
Jerry Herbe
Kate Ketron
William Lutz
Nancy Sullivan
Jason Wagner
Roger Welklin
Marcy Youtz

BOARD MEMBERS EXCUSED

George Lovett
Robert Menz

GUESTS PRESENT

Thom Grim, MCRC
Lyn McArdle, DCRS
Doug Metcalfe, SafeHaven
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, June 15, 2011 for their Board of Directors' meeting. Marcy Youtz called the meeting to order at 6:45 p.m.

Board staff member Amanda Brown took roll call. Twelve Board members were present; two were absent. The Board staff and guests introduced themselves and identified the agency or group they represented.

APPOINTMENT OF SECRETARY

Bill Lutz 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. Dennis Butts made a motion to approve the agenda as presented. Seconded by Jewell Good. Vote taken. Motion carried.

The Board reviewed the minutes of the May 2011 Board of Directors' meeting. Marcy reviewed several corrections that were made to the minutes since the Board packet was mailed. Jerry Herbe made a motion to approve the minutes of the May 25, 2011 Board of Directors' meeting as revised. Seconded by Marianne Helmlinger. 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 May 2011 Finance Committee meeting. Jerry made a motion to approve the minutes of the May 25, 2011 Finance Committee meeting as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from May 2011, 92% of the way through the fiscal year on a cash basis. Jerry reported that FY2011 revenue is at 86.4% and expenditures are at 76.4%. Jerry made a motion to approve the May 2011 Financial Statements as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

The Board reviewed the Service Reports through April 2011, 83% of the way through the fiscal year. Services reported are at 89.9% overall with MH Services reporting at 83.7% of projections and AoD Services reporting at 99.9% of projections.

Jerry reported that we are still waiting to receive the final report from the CY 2010 State Audit.

The Board reviewed agency monitoring information for Shelby County Counseling Center and Darke County Mental Health Clinic. Jerry explained that the reports are in response to a request by the Finance Committee to receive monitoring information on a monthly basis.

Jerry reported for the Building Committee and asked Ken Ward to update the Board on the status of their new site. Ken reported that aside from a few minor issues at the new site, things are going very well.

Mark provided the Board with a sub-lease for office space for Darke County Mental Health and explained that Bob Cole received a letter from UVMC releasing him of deed restrictions on the property on Summit Ave. Therefore, the Board is ready to move forward in executing the lease agreement with Bob Cole for the property and in turn sub-lease the office space to DCMHC. Mark explained that the lease is for \$0.75 per square foot. He explained that there is 10,000 sq. ft. available, but DCMHC may not require that much space. The target date to move DCMHC into the space is August 1, 2011. After further explanation, Jerry Herbe made a motion to authorize the Executive Director to execute a renewable sub-lease with Darke County Mental Health Clinic for space located at the Summit Avenue property. The lease rate will be

\$0.75 per square foot for the first year and will be based on the number of square feet the agency determines in the sub-lease. The agreement is also subject to Tri-County Board and Darke County Mental Health Clinic attorney approval. Seconded by Kate Ketron. Mark further explained that the sub-lease would be a one-year lease with a renewable clause. Vote taken. Motion carried.

The Board reviewed a revised resolution to request that the Mental Health and Recovery Renewal Levy be placed on the ballot in November 2011. The resolution contains the certification figures that were received from the County Auditor as well as ballot language. Jerry Herbe made a motion to approve the revised levy resolution and ballot language as presented. Seconded by Julie Harmon. All Board members were asked to sign two copies of the resolution to be submitted to the Board of Elections. Vote taken. Motion carried.

Jerry provided an update on the transition of crisis services to MCRC. He reported that staff of the Mobile Crisis Response Team have undergone training and are ready to begin offering crisis services by July 1. He also noted that further public education would continue as the transition date approaches. Mark noted that MCRC is doing a great job of getting ready for the switch over in July. He noted that the Board created a one-page document regarding the changes as well as submitted press releases and included information on the website. In addition, all clients receiving services at our agencies will receive information about the transition in crisis services. He reminded the Board that 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. Marcy noted that the information is being distributed at Edison Community College as well.

Jerry reported that SafeHaven has submitted a proposal to develop a warm-line for individuals who are not in crisis but may call the crisis hotline just to talk. This resource would help keep use of the crisis number for its intended purpose. The estimated cost for this service would be approximately \$30,000 per year. Doug Metcalfe reported that he has been working with MCRC to incorporate technology that would allow the transfer of calls between the two numbers. Doug further explained that the warm line would be for social support, mental health guidance, and information and referral. A question was raised as to whether the calls would be anonymous. Doug explained that they have caller ID but can turn off that feature. Mark noted that at times the crisis line has been used for calls other than crisis calls; this service will allow SafeHaven to promote social support services and help keep the use of the crisis number for true crises. Jerry made a motion to approve an increase in SafeHaven's contract by \$30,000 to accommodate the addition and provision of warm-line services within the contract. Seconded by Roger Welklin. Mark noted that start-up of the warm line is scheduled for August 1, 2011. Vote taken. Motion carried.

Mark reported that as usage of the State Hospital has increased so too has transportation by the Miami County Sheriff's Office to the state hospital. Mark noted that currently Darke County SO does not have an agreement with the Board for transportation though money has been allocated for them to do so. Therefore, the Board can increase the contract with the Miami County SO and remain within budget. If the Darke County SO approaches the Board at a later

time for a contract for transportation, the State Hospital Transportation line item may need to be increased.

The Board reviewed the FY2012 Administrative Agreement with the Allen-Auglaize-Hardin Board. Jerry explained that the annual current revenue generated by this contract is \$62,000. Jerry made a motion to approve the FY12 Administrative Services agreement with the Allen-Auglaize-Hardin Board. Seconded by Julie Harmon. Vote taken. Motion carried.

The Board reviewed the Calendar Year 2012 Budget Commission Packet. Jerry explained that the Budget Commission consists of the Auditor, Treasurer and Prosecutor for each county we serve. Jerry noted that a public hearing was held prior to the Finance Committee meeting to accept comments and questions regarding the Calendar Year 2012 Budget Commission Packet. A Budget Commission Hearing will be held in August and is required for certification of our tri-county levy rates. Jerry made a motion to approve the Calendar Year 2012 Budget Commission Packet as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

Jerry announced that work has begun on the levy campaign and that the Board would need to transfer funds from the levy campaign reserve account to the levy campaign committee. Jerry made a motion to approve the transfer of \$40,000 for the levy campaign reserve to the Friends for Mental Health and Recovery. Seconded by Marianne Helmlinger. Mark explained that the committee is at the point now where they need to put money down for billboards, signs, advertising, etc. Vote taken. Motion carried.

The next meeting of the Finance Committee will be held on Wednesday, July 20, 2011 at 5:45 p.m. at the Board office.

PLANNING COMMITTEE – No Report

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 final reading of the Slate of Officers for FY2012 listing George Lovett as Chairperson and Marcy Youtz as Vice Chairperson. Marianne made a motion to approve the Slate of Officers for FY2012 as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

DIRECTOR'S REPORT – Mark McDaniel

Mark commented on Darke County Mental Health moving to a new location and reminded the Board of the long-term plan to offer a one-stop-shop location for Miami County. He is gathering information on potential locations and intends to have more information at the next Board meeting.

Mark noted that today, June 15, was behavioral health advocacy day across the state. He encouraged those in attendance to contact their local legislators and State Conference Committee members to advocate for additional funding for our system. He further explained that now is the best opportunity for our voice to be heard and for changes to be made in the State budget.

Mark announced that levy subcommittees have been meeting and have generated many good ideas for the campaign thus far. Mark noted that a levy website has been established though no information is on the site yet. The address is www.tricountylevy.org. He further commented that Amanda would be working to populate the website in the near future. Amanda noted that the committees have been working on advertising ideas, signs and billboards, and that speaking engagements are being confirmed.

Mark provided a 10-year funding analysis handout created by OACBHA. The document illustrates the history of behavioral health funding in Ohio since 2002. The information indicates a 51% reduction in non-medicaid state funding for ODADAS and a 76% reduction in non-medicaid state funding for ODMH over the last 10 years. Mark stated that he is using this information to kick off conversation with community partners regarding the need for reengineering in our system.

NEW BUSINESS

There being no new business, Jerry Herbe 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, July 20, 2011 at 6:45 p.m. at the Board office.

Marcy Youtz, Vice-Chairperson

Bill Lutz, Secretary

Amanda Brown