

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

**April 18, 2012**

**BOARD MEMBERS PRESENT**

Dennis Butts  
Julie Harmon  
Marianne Helmlinger  
Jerry Herbe  
Kate Ketron  
George Lovett  
Jason Wagner  
Roger Welklin  
Marcy Youtz

**BOARD MEMBERS EXCUSED**

Craig Dusek  
Jewell Good  
William Lutz  
Robert Menz

**GUESTS PRESENT**

Dorothy Crusoe, Community Housing  
Thom Grim, MCRC  
Brian Hastings, Grad Student WSU  
Molly Helmlinger  
Doug Metcalfe, SafeHaven  
Lyn McArdle, DCRS  
Ron Monroe, The Mental Health Clinic  
Phil Suman, The Mental Health Clinic  
Ken Ward, SCCC

**BOARD STAFF PRESENT**

Joyce Arnold  
Norma Barhorst  
Terri Becker  
Amanda Brown  
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, April 18, 2012 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. Nine Board members were present; four were absent. The Board staff and guests introduced themselves and identified the agency or group they represented.

**APPOINTMENT OF SECRETARY**

Roger Welklin 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. A correction was noted; the Planning Committee will meet at 5:30 on May 2, not 5:50. Marianne Helmlinger made a motion to approve the agenda as amended. Seconded by Julie Harmon. Vote taken. Motion carried.

The Board reviewed the minutes of the March Board of Directors' meeting. George Lovett made a motion to approve the minutes of the April 18, 2012 Board of Directors' meeting with a typographical correction noted. Seconded by Dennis Butts. 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 March Finance Committee meeting. Jerry made a motion to approve the minutes of the March 14, 2012 Finance Committee meeting as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed the Financial Statements from March 2012, 75% of the way through the fiscal year on a cash basis. The Financial Statements reflect revenue at 61.6% and expenditures at 58.7%. Jerry provided clarification on the levy reserve line item and amount left in that account. Jerry made a motion to approve the March Financial Statements as presented. Seconded by Marcy Youtz. Vote taken. Motion carried.

The Board reviewed the Service Reports through February 2012, 67% of the way through the fiscal year. Services reported are at 63.4% overall with MH Services reporting at 62.5% of projections and AoD Services reporting at 64.7% of projections.

The Board reviewed the Quarterly List of Transactions from January – March 2012. Jerry made a motion to approve the Quarterly List of Transactions as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

Jerry reported that the state auditors have completed the fieldwork on the Calendar Year 2011 State Audit. At this time, they are now completing work on our statements and are waiting for the report on MACSIS from the state. Jerry noted that the report should be received sometime in May.

The Board reviewed agency monitoring reports for Shelby County Counseling Center, Darke County Mental Health Clinic, and Shelby County Recovery. Jerry noted that there has been turn over on the Shelby County Recovery Board and therefore, no minutes have been received for this fiscal year.

Mark reported on the creation of a Collaborative Plan with the Mental Health Clinic Serving Darke and Miami Counties. Mark reminded the Board of the findings from the Organizational Report prepared by consultant Tricia Burke and the arrangement to put together a Collaborative Plan outlining action steps/processes to address the report's recommendations. The Board reviewed the Collaborative Plan and the activities outlined in the plan. Mark informed the Board that \$24,500 is attached to approval of the plan: \$12,000 is for start up costs

to hire a CPST Supervisor and the balance is for additional legal and/or consultant costs associated with fulfilling the activities of the Collaborative Plan. The Finance Committee discussed connecting the plan to the agency's contract as an assurance that the plan will be implemented. Mark explained that though certain tasks, such as hiring a CPST Supervisor, are to be completed this fiscal year, other action items would carry over into the next fiscal year. The Board decided to table approval of the plan until the language to be included in the contract is drafted and available for review. Mark acknowledged the work that has already been done on the plan by Phil Suman, the agency interim-Director, and his staff. Mark announced that the Board would be appointing a liaison to the Mental Health Clinic to enhance communication and provide support during this time. The liaison is Jodi Long.

Jerry reported that the FY2013 budget packets have been mailed to agency directors and are due back to the Board by May 8. We do not have allocation information from ODMH or ODADAS at this time. Mark noted that we have operated this way in the past and have had to approve contracts before final allocations were received from the state. He will keep the Board informed as budget information is available.

The next meeting of the Finance Committee will be held on Wednesday, May 16, 2012 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, May 2, 2012 at 5:30 p.m. at the Board office.

#### DIRECTOR'S REPORT – Mark McDaniel

Mark presented the Executive Director's report and noted that as of July 1, 2012 the state is completely assuming Medicaid. The agencies will work directly with the state for enrollment and Medicaid claims processing. There will be a fading away of past Medicaid billings for Boards at the start of the new fiscal year, but once that is complete, the state will have full responsibility. He noted concern over the new process for the agencies and reported that the agencies would need to decide whether they would get involved with the Medicaid Health Home process. He explained that process and noted that information is still coming out about the process for providers.

Mark reported on the 505 line item funding from ODMH and noted that ODMH intends to allocate the funding for regional hot-spot projects and programs. Mark announced program ideas being discussed in our region. Those include telemedicine capabilities and a waiting list reduction plan. Mark noted that ODMH has approached Boards to help them manage usage of civil and forensic bed days at the State Hospital. Mark explained that ODMH intends to provide the Board with incentive funds up front to help reduce bed day usage. Mark suggested using the incentive funds in addition to the hot-spot funding to examine high end users of bed days in our system and provide intensive case management services for those individuals. He explained that we'll need to look into high end users of the

State Hospital and plan strategies and treatment options to serve those individuals. Mark is waiting on information from ODMH that better outlines use of these funds. He hopes to have that information by the next planning committee meeting.

Mark reported on the role of the Board once Medicaid is elevated to the state. He noted that there is talk at the state for the Boards to focus more on supportive services. Mark also noted that our system is trending toward a more wellness and non-traditional prevention type of approach to behavioral healthcare. He explained that the grant the Board discussed several months ago for “The Good Behavior Game” is in line with this trend.

Mark noted that the Board would be working on amendments to the allocation manual due to the changes in Medicaid. He noted that next month the Board would review a Slate of Officers for the next fiscal year.

He provided an update on Board membership and reported that he submitted three applications for approval – one is a re-appointment, Jewell Good, and two are new.

**EXECUTIVE SESSION** – George Lovett

George Lovett made a motion to enter into executive session to discuss the purchase of property. The executive session will include all Board members as well as the Executive Director. A roll call vote was taken. Motion carried. The Board entered into executive session.

Following the executive session, a roll call vote was taken to return to open session. Motion carried. The Board returned to open session.

**NEW BUSINESS**

Julie Harmon asked if the Board could consider providing raises for the staff this next fiscal year. Mark explained that he is aware Miami County provided a raise to their staff in January to help offset the increased cost in health insurance, which the Board staff incurred as well, and plans to review the budget to see if raises can be given. There being no other new business, Julie Harmon made a motion to adjourn. Seconded by Kate Ketron. Vote taken. Motion carried.

The next regularly scheduled Board of Directors’ meeting will be held on Wednesday, May 16, 2012 at 6:45 p.m. at the Board office.

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George Lovett, Chairperson

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Roger Welklin, Secretary

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Amanda Brown