

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

July 18, 2012

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Dennis Butts
Jewell Good
Julie Harmon
Kate Ketron
George Lovett
Robert Menz
Jason Wagner
Roger Welklin
Marcy Youtz

BOARD MEMBERS EXCUSED

Craig Dusek
Jerry Herbe

GUESTS PRESENT

Dorothy Crusoe, Community Housing
Thom Grim, MCRC
Lyn McArdle, DCRS/SCCC
Sue McAtha, Samaritan Behavioral Health
Doug Metcalfe, SafeHaven
Phil Suman, The Mental Health Clinic

BOARD STAFF PRESENT

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, July 18, 2012 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. Eleven 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

Jewell Good 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. Marcy Youtz made a motion to approve the agenda as presented. Seconded by Julie Harmon. Vote taken. Motion carried.

The Board reviewed the minutes of the June Board of Directors' meeting. Jewell Good asked that she be listed as 'excused' from that meeting. George Lovett made a motion to approve the minutes of the June 20, 2012 Board of Directors' meeting as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

BOARD GOVERNANCE – Mark McDaniel

Mark provided an update on Board Member recruitment and announced that this is Velina Bogart's first meeting as an official member of the Tri-County Board. He also announced that Jewell Good has been reappointed to the Board. George Lovett administered the Oath of Office to both Velina and Jewell.

OLD BUSINESS

FINANCE COMMITTEE – Jason Wagner

Jason Wagner reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the minutes from the June 2012 committee meeting. Jason made a motion to approve the minutes of the June 20, 2012 Finance Committee meeting as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

The Board reviewed the Financial Statements from June 2012, 100% of the way through the fiscal year on a cash basis. The Financial Statements reflect revenue at 84% and expenditures at 81.1%. Jason noted that Board staff will be working to close out the fiscal year and should have final financial statements prepared for the Board to review in October or November. Jason made a motion to approve the June 2012 Financial Statements as presented. Seconded by Jewell Good. Vote taken. Motion carried.

The Board reviewed the Service Reports through May 2012, 92% of the way through the fiscal year. Services reported are at 86% overall with MH Services reporting at 84.7% of projections and AOD Services reporting at 88% of projections.

The Board reviewed the Quarterly List of Transactions from April – June 2012. Jason mentioned that Out of County expenses should taper off in the next report. Jason made a motion to approve the Quarterly List of Transactions from April – June 2012 as presented. Seconded by Bob Menz. A question was raised about mileage expenses and if there was a cap on the amount of mileage Board staff can turn in. Terri Becker explained the various line items that mileage reimbursements come from. Vote taken. Motion carried.

Jason reported that we should have the final report from the Calendar Year 2011 state audit at the August Board of Directors meeting.

The Board reviewed the Agency Monitoring Reports for Shelby County Counseling Center, The Mental Health Clinic and Shelby County Recovery. Mark provided an update on the monitoring reports and noted that Shelby County Counseling Center has entered into a management contract with Darke County Recovery Services. They continue to work through billings and staffing to make improvements. He commented on the transition funding provided to the agency and noted that they have used some of that funding to pay off some of the higher financial obligations. Mark informed the Board that Phil Suman has resigned from the Darke County Mental Health Clinic and therefore they have entered into a management contract with Darke County Recovery Services. Mark noted that those two agencies have worked collaboratively for many years and are currently looking at ways they can better work together. Mark reported that Shelby County Recovery has been having some financial difficulty due to low census in the past. He explained that SCR is interested in collaborating with other agencies to help stabilize their finances.

Jason noted that the Building Committee and Building Project update would be deferred to the Executive Session.

The Board reviewed the Kettering Medical Center Inpatient Agreement. Jason noted that the agreement is for a daily rate of \$730 and that the agreement is very similar the agreement the Board has with St. Rita's Medical Center. Mark explained that this agreement would increase access and options for health officers. Marcy noted a correction on the report – to change the word “agree” to “agreement”. After further review, Jason made a motion to approve the Kettering Medical Center Inpatient Agreement with correction noted. Seconded by Rod Austin. Vote taken. Motion carried.

The Board reviewed Fiscal Year 2013 Allocations. Jason noted that final allocations have been received from the State. ODMH was flat funded with the exception of hot-spot funding and we received cuts from ODADAS of \$76,154. Jason noted that based on the reductions, the Board will need to revise the contracts with the AoD agencies. Jason explained how the cuts were distributed among the Board and agencies. The Board reviewed revised FY13 contracts for Miami County Recovery Council, Darke County Recovery Services, and Shelby County Counseling Center; Jason Wagner made a motion to approve the revised FY13 contracts as presented. Seconded by Kate Ketron. Mark noted that we knew cuts were coming from ODADAS and were actually expecting cuts closer to \$100,000, and therefore he is pleased it was less. However, he explained that ODADAS is still grossly underfunded and noted the importance of continued advocacy for our system. After further review, a vote was taken. Motion carried.

The next meeting of the Finance Committee will be held on Wednesday, September 19, 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, September 5, 2012 at 5:30 p.m. at the Board office.

DIRECTOR'S REPORT – Mark McDaniel

Mark presented the Executive Director's report and reported that ODMH and ODADAS have announced that the two departments have begun a merger process. He provided a web address where interested persons can go to find information, ask questions and provide input in the process. Mark talked about the changes, positives, and negatives that can come from the merger including a reduction in duplication of reporting, planning, etc. Mark noted that it is unclear how management of the new entity will be handled and it is unclear how funding will be handled. He noted that there is concern that the AoD system will eventually go away. Therefore, we need to continue to pay attention to this process and provide input when given the opportunity. Mark will keep the Board informed as information is available.

Mark announced that Board staff Joyce Arnold has retired. She is doing well after suffering from a stroke several months ago. Mark noted that it is his intention to leave that position vacant at this time.

Mark reported on the dialogue between Darke County Mental Health and Darke County Recovery Services about working together and possibly merging. He noted that it is healthy for agencies to have discussions regarding opportunities to work together to cut costs, etc. Mark noted

that the Board's role in these discussions could be to assist them by providing a facilitator in the process. He has extended that offer to the agencies if they are interested.

Mark reminded the Board that there would be no Board meeting in August. He also noted that the November Board meeting will fall on the Wednesday before Thanksgiving and therefore the Board may want to look at moving that meeting date.

EXECUTIVE SESSION – Marcy Youtz

Marcy Youtz made a motion to enter into executive session to discuss the purchase of property, pending litigation, and the Executive Director's Performance Appraisal. The executive session will include all Board members, Randall Comer Attorney at Law, 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.

George Lovett made a motion to approve the Executive Director's Performance Appraisal as submitted. Seconded by Velina Bogart. George thanked Mark for his service to the Board. Vote taken. Motion carried.

NEW BUSINESS

There being no new business, Jason Wagner made a motion to adjourn. Seconded by Jewell Good. Vote taken. Motion carried.

The next regularly scheduled Board of Directors' meeting will be held on Wednesday, September 19, 2012 at 6:45 p.m. at the Board office.

Marcy Youtz, Chairperson

Kate Ketron, Secretary

Terri Becker