

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

January 16, 2013

BOARD MEMBERS PRESENT

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

BOARD MEMBERS EXCUSED

Dennis Butts
Craig Dusek

GUESTS PRESENT

Dorothy Crusoe, Community Housing
Thom Grim, MCRC
Lyn McArdle, DCRS/SCMH/SCCC
Doug Metcalfe, SafeHaven

BOARD STAFF PRESENT

Norma Barhorst
Terri Becker
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, January 16, 2013 for their Board of Directors' meeting. Marcy Youtz called the meeting to order at 6:45 p.m.

Board staff member Jodi Long took roll call. Nine 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

Julie Harmon was appointed secretary to attest to the Board meeting minutes for tonight's meeting.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING

The Board reviewed the agenda for the evening. Julie Harmon made a motion to approve the agenda as presented. Seconded by George Lovett. Vote taken. Motion carried.

The Board reviewed the minutes of the September Board of Directors' meeting. The November Board of Directors' meeting was canceled due to lack of quorum. Jason Wagner made a motion to approve the minutes of the September 19, 2012 Board of Directors' meeting as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

BOARD GOVERNANCE – Mark McDaniel

Mark reported that he had heard back from everyone on their committee preferences from the survey that he sent out and would be able to complete committee assignments. He also noted that the Affordable Care Act was the top preference for a Board training topic that came back from the survey so he will be pursuing training options on that topic. Mark updated the Board on discussions around changes of the composition of Board membership as the Ohio Department of Mental Health and the Ohio Department of Alcohol and Drug Addiction Services will complete their merger this summer. At this point, it looks like Boards will have to choose whether they want to have eighteen or fourteen members. If Boards choose to reduce to fourteen members, the proportion of state and county appointees will remain the same and reductions in membership will occur through attrition. The decision will not be due until January 1, 2014. The only major change is that the requirement to have a psychiatrist will be dropped.

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 September 2012 committee meeting. Jason made a motion to approve the minutes of the September 19, 2012 Finance Committee as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from September October November and December 2012, 50% of the way through the fiscal year on a cash basis. The Financial Statements, which are cumulative, reflect revenue at 47.4% and expenditures at 36.4%. Terri provided the Board with further detail around the Hot Spot/Collaborative line item and the Medicaid line items and the changes associated with Medicaid closeout and financial statement impact. Jason made a motion to approve the September, October, November and December 2012 Financial Statements as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed final Fiscal Year 2012 Financial Statements. Final Fiscal Year 2012 Financial Statements reflect revenue collection at 92.8% of projections for the year and expenditures at 89.9% for the year. These variances are due mainly to both Medicaid and RSC activity being lower than projected, which lowers both revenue and expenditures. We ended FY12 with just under \$4.4 million of which \$100,303 was designated as Capital Reserve, \$1.69 million as Operating Reserve, \$50,000 as Levy Campaign Reserve, and \$2.53 million as Unencumbered. Jason made a motion to approve the final Fiscal Year 2012 Financial Statements as presented. Seconded by Velina Bogart. Vote taken. Motion Carried.

The Board reviewed the List of Transactions from July through December 2012. Jason pointed out that the out-of-county transactions started to decline beginning in September and this trend will continue as Medicaid phases out. After further discussion of the Medicaid phase out process and the out-of-county payment process Jason made a motion to approve the List of Transactions from July through December 2012 as presented. Seconded by Roger Welklin. Vote taken. Motion Carried.

The Board reviewed the Service Reports through November 2012, 42% of the way through the fiscal year. Services reported are at 30.9% overall with MH Services reporting at 29.5% of projections and AoD Services reporting at 33.1% of projections. It was noted that the reports do not include data from Shelby County Counseling Center.

The Board reviewed the Agency Monitoring Reports for Shelby County Counseling Center, Darke County Mental Health Clinic, and Shelby County Recovery. Jason reported that agencies are current with their required reporting. Shelby County Counseling Center has drawn down the balance of the \$175,000 in approved transition/stabilization funding. Revenue generation is below projections in several areas so the agency will need to monitor revenues, service projection and expenditures to maintain positive cash flow. At Darke County Mental Health Clinic, new agency productivity reports are being produced and older reports will be adjusted and/or eliminated based on content of new reports.

Jason updated the Board on agency audit submission. We should have most audits by the next meeting as several agencies have requested extensions on the audit submission deadline. We should receive them throughout January and February based on the extensions and their submission timeframes.

Jason updated the Board on the upcoming ODADS/ODMH FY10 Stakeholder Review. The Departments will be sending three to four staff for the week of April 8 through April 12 to conduct the review.

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

The Board reviewed Calendar Year 2013 Revenue/Full Year Appropriations. This is the annual translation of the Board's fiscal year revenue and expense budgets into calendar year estimates for County accounting purposes. Since there was not a meeting in November, we used the budget commission budget that was approved for temporary appropriations. Now that the calendar year is closed out and we have cash balances we can approve full year appropriations, which have to be filed by March 31. Jason made a motion to approve the Calendar Year 2013 Revenue/Full Year Appropriations as presented. Seconded by Bob Menz. Vote Taken. Motion Carried.

The Board discussed FY13 Youth Led Prevention Allocations. Both Miami County Recovery Council and Darke County Recovery Services have submitted proposals similar to last year. The \$4,143 of ODADAS Youth Led Prevention funding will be added to any required maintenance of effort amount from the ODADAS prevention allocation. Clarification of the maintenance of effort amount, if any, is expected from ODADAS within the next week or so. The funding will be split between the two agencies for the programming in their proposals. Jason made a motion to approve splitting the FY13 Youth Led Prevention funding as set out by ODADAS between Darke County Recovery Services and Miami County Recovery Council. Seconded by Kate Ketron. Mark provided further explanation of the maintenance of effort that ODADAS has required in prior years that we do not have clarification for in FY13. Vote Taken. Motion Carried. Julie Harmon abstained from the discussion and vote.

The Board reviewed a FY13 Board administrative budget revision. Jason reported that a former employee was approved for unemployment compensation after retirement equal to the difference between her retirement amount and what could have been drawn under unemployment. Funds need to be transferred from the salary line item in the budget to the unemployment compensation line item to cover the expense. Mark added that this is a unique situation as the employee obtained a physician's statement that she was unable to return to work after she notified us that she was retiring. We are only paying the difference between her retirement and what she could have drawn under unemployment. Jason Wagner made a motion to transfer \$4,356 from line item 0.0 Salaries to line item 1.5 Unemployment Compensation. Seconded by Julie Harmon. Motion carried.

Jason noted that discussion regarding the strategic plan consultant was deferred to the Executive Director's Report.

Mark reported that the Miami County Auditor's Office currently is going through an accounting software upgrade. An upgrade of this nature will certainly affect our Board. He also noted that due to some of the recent high profile cases in the County, our Board may come under increased scrutiny both locally and during audits. This is why we are always diligent with the documentation that we ask of our agencies even though it may seem burdensome at times to the agencies. As stewards of taxpayers' dollars, we have an obligation to assure that we are properly documenting the expenditure of funding.

PLANNING COMMITTEE

The next Planning Committee meeting will be at 5:30 PM on March 6, 2013 at the Board office.

DIRECTOR'S REPORT – Mark McDaniel

Mark presented the Executive Director's report and reminded everyone that January 29th is Legislative Day. He will be in Columbus to present our budget platform, which consists of two items this year. The two items are additional funding for our system and support for Medicaid expansion in Ohio as allowed by the Affordable Care Act. He further reported that a bi-partisan study was just released from the Health Policy Institute regarding the effects of Medicaid expansion, which projects that Ohio will see savings up front from the expansion over the next four biennium budgets and then will be at a break-even situation. He does have concerns with the study, though, in that it counts among the savings that the state will be able to cut funding to local behavioral health services and there are so many needs that will not be covered by Medicaid.

The Governor's budget is scheduled to be released on February 4. There is hope that there will be new behavioral health funding in the budget. There have been ongoing discussions regarding the funding mechanism that will be in place on July 1 as we have discussed. Early discussions were for a shift toward a per capita approach, which would result in reductions for our Board. ODMH Director Plouck has taken a position that any transfer of funds from one part of the state to another would be too destabilizing. The current approach is that existing funding mechanisms will stay in place for existing funding and new funding will be allocated partially to the Boards that are currently receiving disproportionately low amounts of per capita funding with the balance of new funding distributed on a per capita basis.

Governor Kasich announced the availability of \$5 million last week for the care of high risk youth. Details are not immediately available but Directors Plouck from ODMH and Richardson from ODODD are working together on the mechanisms of how the funding will be used. The funding will be for youth or individuals who are just aging out of the kids system who are high risk for having problems in the community. Director Plouck referred to a crisis stabilization process which may be similar the federal Project Aware. The instructions should be out soon but the funding is one time and will probably not be allocated out to directly local systems.

President Obama made a number of announcements today about gun laws and enforcement. He also mentioned discussions about enhancing mental health services including training for professionals and Project Aware.

Mark shared a report entitled Statewide Law Enforcement Mental Health Effort, published by the Council of State Governments Justice Center. He noted that Jodi Long and Amanda Brown are quoted in the document. The CIT program and collaborative efforts in Ohio are discussed in the document.

Jodi presented a brochure from the Tri-County Crisis Response Team. She also gave the Board a brief update on the team and some recent community responses.

Mark gave a presentation on the Board's strategic planning process, referencing the 2010 SAMHSA document outlining the services that a good system should have. The changes that our system has undergone in the last couple of years as well as ongoing change will make navigating our system difficult for consumers. Resources will remain scarce and more change will be necessary but we will remain focused on consumers. A system-wide inventory will be completed first of our agencies and community partners. The next step will be to prioritize, reengineer, and realign services and funding. The proposal that we have is from Brown Consulting, which is a firm that we have used in the past for other projects. The project will be in four phases. Phase One is project planning; Phase Two is Assessment, Survey Interviews, and Analysis; Phase Three is strategic planning via a process such as a one day retreat; and Phase Four is to articulate and present the final plan. The project duration will be eight to ten weeks once the planning process is complete. The proposal from Brown Consulting is \$14,850 to complete the project. After further discussion, George Lovett made a motion to approve the Consultant Agreement with Brown Consulting in the amount of \$14,850. Seconded by Rod Austin. Vote taken. Motion Carried.

EXECUTIVE SESSION – Marcy Youtz

Marcy Youtz made a motion to enter into executive session to discuss the purchase of property, and pending litigation. 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, Kate Ketron made a motion to return to open session. Seconded by Julie Harmon. A roll call vote was taken. Motion Carried. The board returned to open session.

NEW BUSINESS

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

The next regularly scheduled Board of Directors' meeting will be held on Wednesday, February 20, 2013 at 6:45 p.m. at the Board office.

Marcy Youtz, Chairperson

Julie Harmon, Secretary

Terri Becker