

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

April 17, 2013

BOARD MEMBERS PRESENT

Rod Austin
Dennis Butts
Kate Ketron
George Lovett
Bob Menz
Jason Wagner
Roger Welklin
Marcy Youtz

BOARD MEMBERS EXCUSED

Velina Bogart
Craig Dusek
Julie Harmon

GUESTS PRESENT

Dorothy Crusoe, Community Housing
Byron Ewick, MCRC
Thom Grim, MCRC
Lyn McArdle, DCRS/DCMH/SCCC
Doug Metcalfe, SafeHaven
Suzanne Dulaney, OACBHA

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, April 17, 2013 for their Board of Directors' meeting. Marcy Youtz called the meeting to order at 6:30 p.m. Training was held at 5:50 p.m. prior to the Board meeting this evening. The training was conducted by Suzanne Dulaney, Associate CEO of the Ohio Association of County Behavioral Health Authorities on the topic of the Affordable Care Act.

Board staff member Jodi Long took roll call. Eight 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

Jason Wagner 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. Rod Austin made a motion to approve the agenda with start time amended. Seconded by Jason Wagner. 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 March 20, 2013 Board of Directors' meeting as submitted. Seconded by Kate Ketron. Vote taken. Motion carried.

BOARD GOVERNANCE – Mark McDaniel

Mark provided an update on the strategic planning process. Jodi has sent out the surveys and has most of them back. We hope to get the rest of them back quickly so that we can compile the information and get to the next steps, which are public forums and interviews.

OLD BUSINESS

FINANCE COMMITTEE – Jason Wagner

Jason Wagner reported that the Finance Committee did not meet prior to the full Board meeting due to the training. The Board reviewed the minutes from the March 2013 committee meeting. Jason made a motion to approve the minutes of the March 20, 2013 Finance Committee as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from March 2013, 75% of the way through the fiscal year on a cash basis. The Financial Statements reflect revenue at 80.3% and expenditures at 57.7%. Terri noted that the financial statements reflect receipt of the first installment of the Board's funding for gambling prevention and treatment. Jason made a motion to approve the March 2013 Financial Statements as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

The Board reviewed the Service Reports through February 2013, 67% of the way through the fiscal year. Services reported are at 66.3% overall with MH Services reporting at 65.7% of projections and AoD Services reporting at 67.2% of projections. The reports now include Mental Health and AoD data from Shelby County Counseling Center, which had previously been missing for the fiscal year due to reporting problems.

Jason reported that ODADAS and ODMH were here to complete our Stakeholder Review the week of April 8 through April 12. The review went well. We should have a report for review and discussion at the next meeting. Mark added that there were five auditors here for the review and that our Board was the pilot for the combined ODADAS and ODMH process. Terri reported that she felt that the process was positive and that the departments are working to streamline procedures as much as possible and eliminate duplication in their testing. Mark also reported that he discussed with them the value of the COQ process, as it is time for us to decide whether to go through the certification process again.

Jason reported that we have received the final audit for FY12 from Shelby County Counseling Center this past Friday. The audit will be reviewed and discussed for recommendations to the full Board at the next Finance/Audit Committee meeting.

The Board reviewed and discussed the List of Transactions for January through March 2013. Most of the out-of-county transactions are now non-Medicaid. Only two of the out-of-county transactions processed for the quarter were for OOC Medicaid as the Medicaid transactions processed by the Board are winding down. Jason made a motion to approve the January through March 2013 List of Transactions as presented. Seconded by Rod Austin. Vote taken. Motion Carried.

Jason noted that there is no report for the Building Committee and Building Project this month. Mark did note, however, that there would be a series of meetings starting soon around zoning and engineering. Board members asked to be notified via email of the meetings so that they could determine whether they would like to attend.

Jason reported that language has been finalized on the Agreement with Access Hospital Dayton for inpatient services. The Agreement will be effective today and run through the end of next fiscal year. The rate is \$850 per day as we have discussed and the Agreement will be for \$170,000 or 200 days. Copies of the Agreement are at Board member's places. After further discussion, Jason Wagner made a motion to approve the Inpatient Agreement with Access Hospital Dayton through June 30, 2014 in the amount of \$170,000 as presented with the typographical correction noted on the Agreement. Seconded by Dennis Butts. Motion Carried.

Jason provided an update on the telemedicine project. He noted that we only have part of the information needed for the Board to review a proposal at this time so the complete proposal will be presented next month. Agencies were urged to get the needed information to Jodi if they have not done so as soon as possible if they want to be included in the project.

Jason reported that agencies have received their budget packets for FY14. They are due back at the Board by May 8. We still do not have final allocation information from the State so we will make changes as necessary after we receive that information. Contracts will be on the agenda for approval at the May meeting. The only major shift that we are aware of at this point is the provider change for Crisis Services. Mark added there might be some potential for some additional funding but we will have to wait for the budget process to play out to see if that comes through. The move of Crisis/Mobile Response Services will be from MCRC to the facility across the street in offices that we currently rent but are not being used at this time. He expressed that the change has been due to cash flow of the service for MCRC and not at all due to the quality of the service that they have provided. MCRC is working with the Mental Health Center to assure a transition that will be behind the scenes for clients and community partners.

The next Finance Committee Meeting will be May 15th before the full Board meeting.

PLANNING COMMITTEE

Kate Ketron reported that the Planning Committee met on April 3, 2013 at the Board offices. A number of the items have been covered in other agenda items or will be covered by Mark later.

Kate provided an update on mental health first aid and the web site that is available for workshops and trainings. She also noted the CIT Academy that will be held next week, with 26 registrants from nine departments representing all three counties.

Kate provided information on the first and second quarter FY13 QI reports. Following further discussion, Kate Ketron made a motion to approve the FY13 Q1 and Q2 QI reports. Seconded by Bob Menz. Motion carried.

Kate also reported that the Planning Committee was going to change their meeting schedule from five planned meetings to four quarterly meetings due to quorum and weather difficulties in winter months. The new meeting schedule will be the first Wednesday of September, December, March and June at 5:30 p.m. If there is a need for more frequent meetings, they will be scheduled as needed.

Kate Ketron made a motion to approve the April 3, 2013 minutes of the Planning Committee as presented. Seconded by Jason Wagner. Motion Carried.

DIRECTOR'S REPORT – Mark McDaniel

Mark presented the Executive Director's report and encouraged everyone to visit the mental health first aid website. The opportunity for us is that Boards are coming together to figure out ways to fund the curriculum because it is costly. It is very positive, though, and fits in with the direction that we are moving with our strategic plan.

Mark announced that Jodi has accepted a position at Edison Community College. In addition, he has had discussions with Miami County Family and Children First Council regarding their part time Coordinator position. He submitted a proposal to the Council that will involve combining their half time Coordinator position with someone to work with our local NAMI chapters. Our Board would hire the individual and the MCFCF will cover half of the cost. The thought would be that combining the functions to make a full time position would enable us to attract and retain staff. In the event that MCFCF were to lose funding, we would be able to utilize the position for other wellness or Board related activities. In addition, Amanda's position is still vacant. We have been trying to keep on top of activities, but some have been put on hold. There will be an advertisement soon for the three positions, which may require some budget adjustments.

Mark stated that he is sorry that Jodi is leaving. She has done many terrific things at the Board. We will be doing something for her before she leaves and we will let everyone know when the plans are finalized.

NEW BUSINESS

There being no new business, Bob Menz made a motion to adjourn. Seconded by Dennis Butts. Vote taken. Motion carried.

The next regularly scheduled Board of Directors' meeting will be held on Wednesday, May 15, 2013 at 6:45 p.m. at the Board office.

Marcy Youtz, Chairperson

Jason Wagner, Secretary

Terri Becker