

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

May 29, 2013

BOARD MEMBERS PRESENT

Rod Austin
Dennis Butts
Craig Dusek
Kate Ketron
George Lovett
Jason Wagner

GUESTS PRESENT

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

BOARD MEMBERS EXCUSED

Velina Bogart
Julie Harmon
Bob Menz
Roger Welklin
Marcy Youtz

BOARD STAFF PRESENT

Terri Becker
Jerry Hill
Jodi Long
Mark McDaniel, Executive Director

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, May 29, 2013 for their Board of Directors' meeting. Jason Wagner called the meeting to order at 5:45 p.m.

Board staff member Jodi Long took roll call. Six Board members were present; five were absent. The Board staff and guests introduced themselves and identified the agency or group they represented.

APPOINTMENT OF SECRETARY

Rod Austin 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. Dennis Butts made a motion to approve the amended agenda. Seconded by Rod Austin. Vote taken. Motion carried.

The Board reviewed the minutes of the April Board of Directors' meeting. Rod Austin made a motion to approve the minutes of the April 17, 2013 Board of Directors' meeting with the correction noted. Seconded by Dennis Butts. Vote taken. Motion carried.

BOARD GOVERNANCE – Jason Wagner

Jason announced that there is no Board Governance report this month.

OLD BUSINESS

FINANCE COMMITTEE – George Lovett

George Lovett reported that the Finance Committee met prior to the full Board meeting. There are no committee minutes from April as the finance items were presented at the full Board meeting due to the training scheduled for the evening.

The Board reviewed the Financial Statements from April 2013, 83% of the way through the fiscal year on a cash basis. George reported nothing extraordinary for the month but did point out the Board's capital reserve balance. Mark provided further clarification on the funding for gambling addiction that the Board is receiving. George made a motion to approve the April 2013 Financial Statements as presented. Seconded by Rod Austin. Vote taken. Motion carried.

The Board reviewed the Service Reports through March 2013, 75% of the way through the fiscal year. George noted that these reports are informational in nature and there was nothing out of the ordinary to report.

The Board discussed the results of the ODMH/ODADAS Subrecipient monitoring/Board Stakeholder review. There was one area that the Board did not meet the objective tested due to posting errors on our part. Our Corrective Action is that we will go back and make the necessary corrections to the affected State reports. Full copies of the report are available for anyone who would like to read through all of the detail. Mark added that this process was a pilot of the two departments combining their review procedures. He commended Terri and her staff on all of the hard work that went into the process and thanked MCRC again for their participation in the review. George made a motion to approve the Report of Subrecipient Monitoring from the Ohio Department of Mental Health /Ohio Department of Alcohol and Drug Addiction Services as presented. Seconded by Kate Ketron. Vote taken. Motion Carried.

The Board reviewed and discussed the FY12 independent audit report for Shelby County Counseling Center. As the audit period is FY12 and we have been receiving reports from Lyn McArdle/DCRS as they work to correct problems at SCCC, it is no surprise that there were a number of problems with this audit including a going concern notation. Terri summarized the monitoring that has been going on for this agency and will continue given the issues in the audit. George made a motion to approve the FY12 independent audit for Shelby County Counseling Center as well as the CAP and ongoing monitoring as discussed. Seconded by Dennis Butts. Vote taken. Motion Carried.

George provided an update on the Building Project. Survey and topographical work is being done on the site by Cozatt Engineering, a local firm. Mark added that Cozatt will provide the survey and legal description of the property, topography map, and hydraulic study. Once this work is complete, we can submit a flood plain plan to the engineer's office for approval. From there we begin working with the Zoning Board on the project.

The Board reviewed the TeleHealth Project Proposal. The initial funding was only around \$60,000 but there was another \$40,000 in other unexpended Hot Spot funds so we were able combine the two to arrive at the budget being presented. The funds may be moved among the categories, as the costs in each category are estimates. Mark provided further clarification on the process that was undertaken throughout this year by Jodi, who has been the lead on this project, to determine system and agency utilization and needs. George made a motion to approve the TeleHealth Project Proposal as presented. Seconded by Rod Austin. Vote taken. Motion carried.

Terri presented the FY2014 Board Administrative Budget and FY2014 Contracts and Allocations. She presented specific information regarding line items that are changing and rationale for those changes. Committee members reviewed and discussed the information and changes for FY2014. FY14 allocations have not been received from the State, however, so once this information is received allocations may need to be revisited. She also noted that line items might need to be adjusted once we know the mechanics of the additional payment for employees to offset health costs. If we are not able to do this through the Health Insurance line item, the budget will have to be adjusted. Mark added that the total cost added for this change is small when looking at the cost recently incurred to recruit and hire new staff. He also provided further clarification for several line items and allocations. George made a motion to approve the FY2014 Board Administrative Budget as presented. Seconded by Rod Austin. Vote taken. Motion Carried. George made a motion to approve the FY14 Contracts and Allocations as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

Terri presented the administrative services agreement with the Allen-Auglaize-Hardin Board, which is a revenue agreement rather than an expense agreement. Under this agreement, the Tri-County Board provides MACSIS and other data processing for Allen, Auglaize, Hardin and Putnam Counties. We have had this arrangement for a number of years. The agreement has been reduced to reflect the elimination of Medicaid processing. The agreement this year will generate \$15,500. George made a motion to approve the FY14 Allen-Auglaize-Hardin Administrative Services Agreement as presented. Seconded by Kate Ketron. Vote taken. Motion Carried.

The next Finance Committee Meeting will be June 19th before the full Board meeting.

PLANNING COMMITTEE

The next Planning Committee meeting will be on June 5 at 5:30 at the Board offices.

NOMINATING COMMITTEE George Lovett

George presented the slate of officers for FY2014. Proposal is for Jason Wagner as Chairperson and Dennis Butts as Vice-Chair. The Board will vote on the officers next month.

DIRECTOR'S REPORT – Mark McDaniel

Mark shared that he will be presenting the results of a survey that Jodi completed as part of the strategic planning process at the Planning Committee meeting next week. This information has been sent to Brown & Associates so that they can begin analysis. The forums and interviews will be the next step in the process, then Ross will be back to work with the Board.

Mark provided a State Budget update. The Senate version of the budget was released yesterday. There is still some additional funding for Mental Health and AOD services in this budget and some of the earmarks were reduced in this version. Medicaid Expansion was not part of this budget. Rep. Sears from Lucas County has introduced a Medicaid Expansion bill in the House to be deliberated that includes copays for some individuals to help pay for some of the services. There has also been an attempt to clarify some language in this bill. The hope is that the House can move on this prior to the summer break. We will also know more about the funding from the new, combined State department as work continues to combine line items.

The Board composition language has remained unchanged. The County Commissioners Association has indicated that they would like some input, though, so our three sets of County Commissioners will have to approve the plan that we choose. Mark plans to try to have a proposal to start discussing by next month. He stated that while eighteen may seem like many Board slots to keep filled, fourteen does not really divide well among three counties and appointing authorities.

The Executive Director's performance review is due in July. Mark will be sending it out electronically in the next couple of weeks.

Next month will be Marcy's last month as Chairperson and as a Board member. She started on the Board with a partial term in 2001 and has served two full terms. We will recognize her at the Board meeting next month.

NEW BUSINESS

Thom Grim from MCRC announced that the agency's 5th annual 5K fundraiser will be on Saturday, July 6 at Duke Park. In addition, one of the event sponsors, LaFiesta Mexican Restaurant in Troy will be hosting 'MCRC Day' next Monday in which 10% of all sales will go to support the MCRC event.

There being no additional new business, Kate Ketron 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, June 19, 2013 at 6:45 p.m. at the Board office.

Jason Wagner, Vice-Chairperson

Rod Austin, Secretary

Terri Becker