

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

September 18, 2013

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Dennis Butts
Craig Dusek
Marianne Helmlinger
Jerry Herbe
Kate Ketron
Bob Menz
Jason Wagner

BOARD MEMBERS EXCUSED

Roger Welklin

GUESTS PRESENT

Jacqueline Allen, The MHC in Miami Co.
Dorothy Crusoe, Community Housing
Maurice Emery, SCCC Board Member
Byron Ewick, MCRC
Lyn McArdle, DCRS, SCCC, MHC

BOARD STAFF PRESENT

Norma Barhorst
Terri Becker
Jerry Hill
Jodi Long
Mark McDaniel, Executive Director
Steve McEldowney
Kim McGuirk
Brad Reed

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, September 18, 2013 for their Board of Directors' meeting. Jason Wagner called the meeting to order at 6:45 p.m.

Board staff member Brad Reed took roll call. Nine Board members were present; one was absent. The Board staff and guests introduced themselves and identified the agency or group they represented. Mark McDaniel introduced Brad Reed as the new Director of Community Resource Development.

APPOINTMENT OF SECRETARY

Marianne Helmlinger 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 corrected agenda. Seconded by Velina Bogart. Vote taken. Motion carried.

The Board reviewed the minutes of the July Board of Directors' meeting. Marianne Helmlinger made a motion to approve the minutes of the July 17, 2013 Board of Directors' meeting as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

BOARD GOVERNANCE – Jason Wagner/Mark McDaniel

Chairman Jason Wagner administered the oath of office to incoming Board Member Jerry Herbe.

Wagner read a letter of resignation from Board Member Craig Dusek. His personal situation is changing and he will no longer be able to attend. Bob Menz moved to accept the resignation. Kate Ketron seconded. Vote taken. Motion carried.

Mark McDaniel informed the board on the status of Board recruitment. There had been some discussion of changing the number of Board seats to 14, and therefore recruitment had been on hold. He ultimately decided that 14 members do not divide well among the three counties for equitable representation, and recommended that the Board remain at 18 members (8 Miami, 5 Darke, and 5 Shelby). McDaniel asked for a formal resolution. Dennis Butts made a motion stating the Board will continue to be composed of 18 member seats. Rod Austin seconded. Vote taken. Motion carried.

McDaniel will inform the commissioners of the three counties by letter of the resolution, in accordance with the authorizing legislation. With the resolution passed, McDaniel said he will continue the process of interviewing individuals to fill open seats.

Mark McDaniel offered an update on the Strategic Planning process and upcoming forums with stakeholders by Dan Brown Consulting. The Board will be invited to meet with Ross Calvin prior to the Art of Recovery and Annual Meeting at Edison Community College in Piqua. The forum for consumers will take place at SafeHaven. Forums for service providers, criminal justice/local government, and health/helping professionals will be scheduled to take place in the Board Room.

OLD BUSINESS

FINANCE COMMITTEE – Dennis Butts

Dennis Butts reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the finance committee minutes from the July committee meeting. Dennis made a motion to approve the minutes from the July 17, 2013 Finance Committee meeting as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from July and August 2013, 17% of the way through the fiscal year on a cash basis. Dennis reported that revenue is at 20.1% and expenditures are at 8.9%. Staff will be working to close out the fiscal year over the coming weeks and final FY13 Financial Statements will be prepared once the remaining transactions have been processed. Dennis made a motion to approve the July and August 2013 Financial Statements as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

The Board reviewed the Service Reports through June 2013, 100% of the way through the fiscal year. Services reported are at 103.2% overall with MH Services reporting at 99.6% of projections and AoD services reporting at 108.6% of projections.

Dennis reported the CY12 state audit was released August 22, 2013. The report is clean and unqualified in all areas. Dennis made a motion that the CY2012 state audit be accepted as presented. Velina Bogart seconded. Vote taken. Motion carried.

Dennis provided an update on agency monitoring for Shelby County Counseling Center. Minutes, financial statements, billing information and accounts payables information are current.

Mark provided an update on the Building Project. Mark and architect John Freytag will address the Miami County Zoning Board of Appeals September 19 to seek a conditional use permit to construct a commercial property in a flood zone. Once the condition use permit is granted, planning can begin in earnest.

The Board discussed FY14 Hot Spot funding. The Board has currently obligated \$63,841 to continue expanded physician hours, and \$42,000 for adolescent services at Rescue Crisis in Toledo. Dennis reported that the next programs the Committee would like to fund are \$50,000 for guardianship services and the expansion of the number of clients served through our payeeship program. The breakout of funding for the two programs is still being finalized. SafeHaven will provide the payeeship service and Sell, Hegemann & Zimmermann Co. will provide the guardianship services via a contract that will be reviewed by Grant. Board staff are working on a plan for the remainder of available funding for FY14 which will be presented at a future meeting. Dennis made a motion to approve up to \$50,000 of FY14 Hot Spot funds for expanded payeeships and guardianship services as presented and to authorize the Executive Director to execute finalized agreements. Bob Menz seconded. Vote taken. Motion carried.

Dennis reported that Mark McDaniel and Terri Becker met with the Budget Commission August 27 to review the budget packet, and to discuss programs, initiatives and budget issues. The Commission approved the 0.60 millage for 2013 for estimated revenue of \$2,214,655.31. Dennis made a motion to approve the tax rates as presented for 2013. Kate Ketron seconded. Vote taken. Motion carried.

Dennis reported that the current Rehabilitation Services Commission Agreement expires September 30. In order to continue the vocational program, the Board will have to put in additional matching funds. The program started in March 2011 with \$185,974 and those funds carried through until this contract period. TCB now administers the program for Mercer and Preble counties. To fund the program October 1, 2013 through September 30, 2014 the Board will need to fund approximately \$95,000 in match. The final figure will not be available until the current contract is closed out. Dennis made a motion to approve the execution of an RSC Agreement for FY2014 and associated match funding of up to \$95,000. Kate seconded. Vote taken. Motion carried.

Dennis reported that when Crisis Services were transitioned from MCRC to The Mental Health Clinic effective July 1, the Mental Health Clinic incurred \$6,266 in unplanned costs to take on the service. Dennis made a motion to approve \$6,266 in transition funding for the transition of Crisis Services to The Mental Health Clinic. Rod Austin seconded. Vote taken. Motion carried.

Mark McDaniel updated the board on capital plans. The plans are due September 20. For SFY15/16 the top priority is for the Miami County One Stop Shop. The estimated project cost is \$4,220,000. The Ohio MHAS assistance requested is \$1 million. For SFY17/18, the project is for staffed, supported housing for Shelby County Apartments for both mental health and addiction. Estimated project cost is \$420,000, with the Ohio MHAS assistance request of \$210,000.

McDaniel updated the Board on the status of the Mental Health Coalition. Based on a grading of deliverable outcomes, the Coalition has been notified of the Board's intent to defund as of December 31, 2013. Representatives of the Board of the MHC met with Mark, acknowledged that improvements needed to be made, and asked for the opportunity to meet the deliverables to continue funding. Mark said MHC will get back with him after their board meeting October 1.

The next Finance Committee Meeting will be November 20th at 5:45 PM before the full Board meeting.

PLANNING COMMITTEE

The next Planning Committee meeting will be December 4 at 5:30 PM at the Board offices.

DIRECTOR'S REPORT – Mark McDaniel

Mark McDaniel reported that Lyn McArdle, Executive Director of Darke County Recovery Services, will be formally announcing his retirement after 20 years of service. He intends to stay on in a part-time capacity to ease the transition to a new director.

A Consumer and Family Picnic co-sponsored by NAMI and SafeHaven is planned for Oct. 11, 11-3 at Fountain Park in Piqua.

Jodi Long and Ben Batista will be attending training in October to be TCB's first Mental Health First Aid educators.

Mark reported on a ballot initiative in support of Medicaid Expansion in Ohio. Legislators state they will address the issue when they return from recess. Governor has stated he will work with the legislators.

The Northwest Collaborative is meeting with doctors from Wright State University and University of Toledo Medical College on Oct. 2 to discuss telemedicine and increasing access to psychiatrists.

Mark reminded the Board of the Art of Recovery and Annual Meeting, and the session with Ross Calvin Oct. 16 at 4:30 pm for Board members in room 057 and 5:30 for the Art of Recovery

NEW BUSINESS

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

The next full Board of Directors' meeting will be Wednesday, November 20, 2013 at 6:45 p.m. at the Board office. The Annual Meeting and Art of Recovery Showcase will be October 16, 2013, 5:30-7:00PM at Edison Community College in Piqua.

Jason Wagner, Chairperson

Marianne Helmlinger, Secretary

Brad Reed