

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

**November 20, 2013**

**BOARD MEMBERS PRESENT**

Rod Austin  
Velina Bogart  
Dennis Butts  
Tom DeVault  
Marianne Helmlinger  
Jerry Herbe  
Vicki Hornbeck  
Kate Ketron  
Mandy Martin  
Bob Menz  
Jason Wagner  
Roger Welklin

**BOARD MEMBERS EXCUSED**

[all present]

**GUESTS PRESENT**

Dr. Jacqueline Allen, DCRS/MHC/SCCC  
Byron Ewick, MCRC  
Thom Grim, MCRC  
Molly Helmlinger, AAUW, Shelby Co. NAMI

**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, November 20, 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. Twelve Board members were present. The Board staff and guests introduced themselves and identified the agency or group they represented.

**APPOINTMENT OF SECRETARY**

Jerry Herbe 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 agenda. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the minutes of the September Board of Directors' meeting. Marianne Helmlinger made a motion to approve the minutes of the September 18, 2013 Board of Directors' meeting as presented. Seconded by Jerry Herbe. Vote taken. Motion carried.

## **BOARD GOVERNANCE – Jason Wagner/Mark McDaniel**

Chairman Jason Wagner administered the oath of office to incoming Board Members Tom DeVault, Vicki Hornbeck, and Mandy Martin.

Mark McDaniel informed the board on the status of ongoing Board recruitment. He noted that the position of greatest need is an addiction or recovery family member from either Darke or Miami County.

Mark McDaniel presented an update of the Strategic Planning process. He reported that the community forums had been completed, and that Brown Consulting was working on a draft document for the Board to review in December, likely at a Board Retreat December 17. The Board will mark up the draft and make it available for public comment for a period. The expectation is that a final document will be presented at the January 15 Board meeting.

## **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 September committee meeting. Dennis made a motion to approve the minutes from the September 18, 2013 Finance Committee meeting as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from September and October 2013, 33% of the way through the fiscal year on a cash basis. Dennis reported that FY14 revenue is at 30.1% and expenditures are at 23.4%. Dennis made a motion to approve the September and October 2013 Financial Statements as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

Dennis reported that final Fiscal Year 2013 Financial Statements reflect revenue collection at 100.0% of projections for the year and expenditures at 90.4% for the year. Revenue collections were within \$3,000 of projections. The expenditure variance was due to the Board administrative expenses coming in under budget and several contracts being underutilized for the year. The Board ended FY13 with just over \$4.6 million of which \$2.1 million was designated as Capital Reserve, \$1.02 million as Operating Reserve, \$60,000 as Levy Campaign Reserve, and just over \$1.45 million as Unencumbered. Year-end payroll accruals are included on the statements as well. Dennis made a motion to approve the Final Fiscal Year 2013 Financial Statements as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

The Board reviewed the Service Reports through September 2013, 25% of the way through the fiscal year. Services are reported at 24.7% overall with MH Services reporting at 22.1% of projections and AOD services reporting at 29.3% of projections.

Dennis presented the July-September 2013 List of Transactions, and made a motion for the Board to approve. Seconded by Kate Ketron. Vote taken. Motion carried.

Dennis provided an update on agency monitoring for Shelby County Counseling Center. The agency is in the process of changing billing systems and moving all accounting processes in-house. Cash flow is still very tight. Reports should be updated next month.

The Board discussed FY14 Hot Spot funding. SafeHaven has hired a part time individual to expand the payeeship program as discussed last month and terms have been reached for an agreement for guardianship services with Bill Zimmerman's law firm. The total expenditure for this fiscal year will end up being less than the \$50,000 discussed since the start date is not until November but both programs will be a great benefit to our clients. Planning for the remainder of the funding is continuing. Mark reported that they are meeting with Wright State University and Medical College of Ohio in Toledo to determine whether they can do anything with recruitment, residency program and telehealth/telemedicine.

Dennis reported Calendar Year 2014 Revenue and Appropriations need to be translated from the FY budget for county accounting purposes. Dennis made a motion to approve the 2014 calendar year revenue projections and appropriations as presented. Rod Austin seconded. Vote taken. Motion carried.

Dennis presented an update of the Agreement that the Board has in place to provide fiscal services to the Miami County Family and Children First Council. The Agreement provides \$830 per month and Board staff provides fiscal services and support for the council and council coordinator. Dennis made a motion to approve FY14 FCFC Fiscal Services Agreement as presented. Bob Menz seconded. Vote taken. Motion carried.

Dennis presented the new Agreement that the Board had discussed in which the Miami County Family and Children First Council shares in the cost of a position. The FCFC will be covering half of the new Program Coordinator position through this Agreement. Dennis made a motion to approve FY14 FCFC Coordinator Agreement as presented. Marianne Helmlinger seconded. Vote taken. Motion carried.

Dennis reported that the current Rehabilitation Services Commission services are continuing but RSC at the State level had program compliance findings in their federal oversight review that could end the program. They have not signed agreements while they appeal these findings. Written response to the findings will go out this Friday and there will be meetings regarding the issue in DC in early December. Mark explained that the federal review resulted in a recommendation to close down the program statewide effective at the end of this calendar year. The state has pushed back, first disagreeing with the finding, but also requesting to at least continue the services through the grant period into calendar 2014 so that they can step people down from the services. Mark said this has been an opportunity to include rehabilitation services into our program, which otherwise we typically do not have the resources to provide.

Mark 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 said MHC would get back with him after their board meeting October 1, but they did not. After being contacted by Mark, the Executive Director of MHC said they are looking at what their future options are. Mark said they will be defunded Dec. 31. The Board is working on a prevention strategic plan, and will need to shift gears a bit to address suicide prevention in that process.

Dennis reported that Miami County is moving forward with the implementation of their accounting system upgrade on January 1. Board staff will be making necessary changes to accommodate this upgrade. Staff is hopeful that there will be little or no interruption in payment processes and that the updated system will provide opportunities for more electronic processing and communication.

Mark led a discussion about allocations. Mark said that the process is different every year, with a number of variables affecting the process. This year, state legislation added \$50 million per year into behavioral health funding, but the metropolitan counties received the lion's share of it. Tri-County Board

was allocated about \$319,000 in new money. Because of changes in fiscal policy effected in the wake of the merger of Mental Health and Addictions into OhioMHAS, cash flow in the short term was affected. Federal money flowing through OhioMHAS will be lowered beginning next Fiscal Year and then continuing for six quarters. Tri-County Board will receive fewer federal dollars over that period. The cuts in federal funding over the next fiscal year are more than \$200,000. As a result, the Board is having to carefully consider how to manage one-time money.

The next Finance Committee Meeting will be January 15, 2014 at 5:45 PM before the full Board meeting.

### **PLANNING COMMITTEE**

Kate Ketron presented the minutes of the Planning Committee's November meeting. She referred to the minutes to call the Board's attention to discussion about the federal block grant pull-back, and how it would impact AoD programming focused on women, currently being provided by two positions at Miami County Recovery Council. She also pointed out that the Board has not yet received an allocation for a youth-led prevention program. Kate made a motion to approve the minutes from the November 6, 2013 Planning Committee meeting as presented. Seconded by Bob Menz. Vote taken. Motion carried.

The next Planning Committee meeting will be March 19, 2014 at 5:30 PM at the Board offices.

### **DIRECTOR'S REPORT – Mark McDaniel**

Updates to Ohio Revised Code sections in the Board Policy manual were distributed, along with Board member, staff, and agency contact pages. Board members were also provided copies of the FY2012 Annual Report.

Mark McDaniel reported that the Board had been awarded a \$1000 grant from the Ohio Suicide Prevention Foundation for promoting and facilitating Kognito suicide awareness online roleplaying training for teachers and school professionals. The training satisfies the requirements of the Jason Flatt Act (HB 543) requiring frontline middle and high school professionals to participate in suicide prevention training.

Mark reported on Medicaid expansion in Ohio. Governor Kasich had bypassed the Ohio Legislature and sent the Medicaid expansion issue to the Ohio Controlling Board, which approved the federal funding expenditure. In response, a suit to block the action has been filed; however, Medicaid enrollment is proceeding. Legislation has been introduced to further limit and define the Controlling Board's powers.

Other legislation under consideration would eliminate the behavioral health carve-out and move all public behavioral health Medicaid into managed care entities. Medicaid billings would go to managed care entities who will have contractual relationships with agencies and along with the Affordable Care Act and Medicaid expansion should increase the number of individuals arriving at provider agencies with payer sources. With this probable move and the push of the Affordable Care Act to get everyone onto an insurance plan, it behooves provider agencies to work with managed care entities and get onto insurance panels. The reality is that the nature of funding sources has changed so much that provider agencies are going to have to become more competitive in those fields.

Mark updated the Board on new facilities planning, saying the intent is to hire a facilitator to manage the planning process, and that planning will begin in earnest in January.

**EXECUTIVE SESSION**

Board Chairman Jason Wagner asked for a roll call vote to enter into Executive Session to discuss the purchase of property and the Executive Director’s employment agreement. The Executive Session will include all Board members and the Executive Director. Roll call vote was taken. Motion carried.

Following Executive Session, Dennis Butts made a motion to return to open session. Roger Welklin seconded. Vote taken. Motion carried.

**NEW BUSINESS**

Rod Austin made a motion to approve the following resolution: WHEREAS, it is necessary for the Tri-County Board of Recovery and Mental Health Services to purchase real estate to enable it to enhance services to the community; and WHEREAS, Hines Builders, Inc. and the Tri-County Board of Recovery and Mental Health Services previously entered into a contract for the purchase of a certain parcel of real property; and WHEREAS, certain acts must be performed to complete the purchase. NOW, THEREFORE, BE IT RESOLVED, by the Tri-County Board of Recovery and Mental Health Services, a majority of its members concurring, that: 1. The Executive Director is authorized to execute all documents necessary to complete the purchase of property from Hines Builders, Inc. on behalf of the Board. 2. The Executive Director is authorized to expend an amount not to exceed \$235,000 for such purpose. Adopted on this 20<sup>th</sup> day of November, 2013. Velina Bogart seconded. Vote taken. Motion carried.

Tom DeVault made a motion to approve the following amendment to the Executive Director’s Employment Agreement: I. At the Employee’s written election, Employee may choose to forego the automobile and cell phone allowance set forth in paragraphs 11(A) and 11(B) of the Employment Agreement. In the event that the Employee elects to forego the automobile and cell phone allowance, the Employee’s salary shall be raised in an amount equal to the amount(s) of the allowance(s) that the Employee elected to forego. II. This election shall not be effective before January 1, 2014. III. The remaining terms and conditions of the Employment Agreement shall remain in full force and effect. Roger Welklin seconded. Vote taken. Motion passed.

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

The next full Board of Directors’ meeting will be Wednesday, January 15, 2014 at 6:45 p.m. at the Board office.

\_\_\_\_\_  
Jason Wagner, Chairperson

\_\_\_\_\_  
Jerry Herbe, Secretary

\_\_\_\_\_  
Brad Reed