

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

January 15, 2014

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Dennis Butts
Tom DeVault
Fawn Green
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
Doug Metcalfe, SafeHaven

BOARD STAFF PRESENT

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

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, January 15, 2014 for its Board of Directors' meeting. Jason Wagner called the meeting to order at 6:45 p.m.

Board staff member Brad Reed took roll call. Thirteen Board members were present. The Board staff and guests introduced themselves and identified the agency or group they represented.

APPOINTMENT OF SECRETARY

Bob Menz was appointed secretary to attest to the Board meeting minutes for tonight's meeting.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETINGS

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 November Board of Directors' meeting and December Board Retreat. Marianne Helmlinger made a motion to approve the minutes of the November 20, 2013

Board of Directors' meeting and December 17, 2013 retreat. Seconded by Velina Bogart. On discussion it was noted that the running footer in the draft minutes of the retreat contained the incorrect date. Vote taken. Motion carried, as amended.

BOARD GOVERNANCE – Jason Wagner/Mark McDaniel

Mark McDaniel presented the final draft of the Board's 2014-2016 Strategic Plan. He reported that he was pleased with how the goals turned out. He said he had received quite a bit of feedback and was able to match that feedback with other initiatives going on and some things the Board staff is already working on. He plans to report to the Board progress on the plan's goals at least quarterly. Among the goals in the plan are to expand the array of addiction services, and to conduct regular Board self-evaluations.

The Board had examined the plan in detail at its December Board Retreat. On discussion, it was noted that typographical errors that had been noted at the Retreat were not corrected. Brad Reed said he would get an electronic copy and correct the typos. Bob Menz made a motion to approve the 2014-2016 Strategic Plan. Dennis Butts seconded. Vote taken. Motion carried, as amended.

Mark said that he would be contacting Board Members by email to determine preferences for Board Committee assignments.

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 November committee meeting. Dennis made a motion to approve the minutes from the November 20, 2013 Finance Committee meeting as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from November and December 2013, 50% of the way through the fiscal year on a cash basis. Dennis reported that FY14 revenue is at 44.4% and expenditures are at 41.8%. Dennis made a motion to approve the November and December 2013 Financial Statements as presented. Seconded by Jerry Herbe. Vote taken. Motion carried.

The Board reviewed the Service Reports through November 2013, 42% of the way through the fiscal year. Services are reported at 37.4% overall with MH Services reporting at 32.9% of projections and AoD services reporting at 45.3% of projections. Shelby County Counseling, Darke County Mental Health and Darke County Recovery have not been able to report since their software upgrade on November 1.

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

Dennis reported that State Examiners started the Board's 2013 audit the last week of December. They will return to finish the audit when we have statements ready for review.

Dennis reported that FY13 audit summaries and financial statements were sent out for Miami County Recovery Council and Community Housing. Both were clean A-133 audits. Dennis made a motion for the Board to approve the FY13 independent audits for Miami County Recovery Council and Community Housing. Seconded by Rod Austin. Vote taken. Motion carried.

Dennis reported under agency monitoring that Shelby County Counseling did not provide any information except bills prior to the Board packet mail-out.

Mark McDaniel updated the Board on the building project. He informed the Board that, now that the property purchase is closed, planning for the new building will begin in earnest. To get the process moving, he recommended the Board hire a facilitator. Steve Kopecky, Director of Operations – Program Services of Goodwill-Easter Seals Miami Valley, has agreed to act as facilitator, the total of the agreement not to exceed \$5,000. He also indicated that Goodwill-Easter Seals is interested in space for their vocational services. Dennis made a motion to approve a facilitation agreement with Goodwill-Easter Seals Miami Valley, not to exceed \$5,000. Seconded by Rod Austin. Vote taken. Motion carried.

Mark also reported on needed repairs to a property owned by the Board on Grant Street. Dennis made a motion to approve up to \$15,000 for roof repairs and carpet/flooring replacement at the Grant Street property. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board discussed FY14 Hot Spot funding. Mark reported that the Hot Spot group is a collaborative of boards clustered around Northern Ohio Psychiatric Hospital. It is Tri-County Board's turn to act as fiscal agent for the University Partnership project. Dennis made a motion to approve the Board to act as fiscal agent for the University Partnership Project and pass-through designated funding as approved by OMHAS. Seconded by Tom DeVault. Vote taken. Motion carried.

The Board reviewed a chart detailing a funding plan to activate portions of the Tri-County Board Strategic Plan. One of the items is a contract with Nova Behavioral Health in Dayton for residential treatment for opioids and other substances. Mark stated that at an average length of stay of 28 days, \$100,000 in funding equates to about 20 people. Staff is working on a protocol for accessing the services. The contract is in alignment with the Board strategy of expanding the array of addiction services. Dennis made a motion to approve the execution of a FY14 agreement with Nova Behavioral Health Services in the amount of \$100,000 for services provided January 1 through June 30, 2014. Seconded by Velina Bogart. Vote taken. Motion carried.

Reporting on items from the Strategic Plan that are already underway, Mark said that he had applied for \$1 million in the state capital projects grant; that two individuals in Miami County had received training as trainers for Mental Health First Aid and the plan is to expand that into Darke and Shelby Counties; Project Dawn is the Narcan opiate overdose emergency intervention; Community Housing has identified a property that could be addiction housing, adding new pieces to the array of services; feasibility study from Mental Health Coalition is not yet complete, but there is a critical need for Survivors of Suicide (SOS) groups; establish line item for training around a number of issues, including insurance and the Affordable Care Act; and getting Tele Health up and running is included in the IT strategic goals.

Dennis reported that SafeHaven's new part time payeeship staff person has been hired and the startup costs as well as the costs for the remainder of the fiscal year have been calculated in order to increase the contract appropriately. The amount for the increase is \$16,000. Dennis made a motion to approve increasing the FY14 SafeHaven contract by \$16,000. Seconded by Tom DeVault. Vote taken. Motion carried.

Dennis reported that Darke County Recovery is officially taking over services for Darke County Mental Health (Darke and Miami sites) on or about January 1. Staff have been hired by DCRS, certifications are being transferred accordingly and letters have been received from both boards regarding

the service transfer. The certificate has not been received from OMHAS so the date could possibly be later than January 1. Dennis made a motion to approve terminating the FY14 Agreement with Darke County Mental Health Clinic and transferring all services and funding balances from that contract to Darke County Recovery Services effective January 1, 2014, or when the transfer of certification becomes effective. Seconded by Rod Austin. Vote taken. Motion carried.

Dennis reported that the state level contract issue with OOD (formerly Rehabilitation Services Commission) was recently resolved and we are moving forward with completing contracts. Mercer County has decided to withdraw from the program this year. Our coordinator will be able to serve a portion of the Mercer County clients through closure and the remainder will be transferred to the local office.

Dennis reported that the Miami County Accounting System upgrade is moving forward. We were able to submit our first batch of check requests this week.

The next Finance Committee Meeting will be February 19, 2014 at 5:45 PM before the full Board meeting.

PLANNING COMMITTEE

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

DIRECTOR'S REPORT – Mark McDaniel

Mark McDaniel noted that one of the goals in the Strategic Plan is to expand funding opportunities, and he identified two that may be coming available. One is a Community Innovation Grant for criminal justice; the other a Behavioral Health/Juvenile Justice grant. Mark will be meeting with law enforcement and courts to lay the groundwork so the Board can be ready to apply when these opportunities become available.

Mark reported on the large number of bills in the Ohio General Assembly related to opioids. In particular, HB369 as introduced would create funding for the purchase of an array of opioid addiction services. While the language on the bill is being adjusted in The House Health and Aging Committee, Mark did note that this is the first time in a long time that significant resources are being attached to addiction services.

Mark stated that the One Stop Shop summit of potential agencies will be scheduled soon. He reiterated that the overall design philosophy is to help individuals and families access services. He said that he will be scheduling walk-throughs at other existing facilities to get a feel for spaces.

Mark thanked the Board for their work on the Strategic Plan.

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

There being no further business, Dennis Butts made a motion to adjourn. Seconded by Kate Ketron. Vote taken. Motion carried.

The next full Board of Directors' meeting will be Wednesday, February 19, 2014 at 6:45 p.m. at the Board office.

Jason Wagner, Chairperson

Bob Menz, Secretary

Brad Reed