

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

March 19, 2014

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Dennis Butts
Tom DeVault
Fawn Green
Marianne Helmlinger
Vicki Hornbeck
Kate Ketron
Bob Menz
Jason Wagner
Roger Welklin

BOARD STAFF PRESENT

Norma Barhorst
Terri Becker
Dorothy Crusoe
Jerry Hill
Jodi Long
Mark McDaniel
Steve McEldowney
Brad Reed

BOARD MEMBERS EXCUSED

Jerry Herbe
Mandy Martin

GUESTS PRESENT

Ben Battista, Riverside/DD
Byron Ewick, MCRC
Peggy Follrod, DRCS/SCCC
Thom Grim, MCRC
Molly Helmlinger, AAUW, Shelby Co. NAMI
Doug Metcalfe, SafeHaven

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, March 19, 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. Eleven Board members were present; two excused. The Board staff and guests introduced themselves and identified the agency or group they represented. Mark McDaniel noted that Ben Battista has chosen the Board for his Leadership Troy internship. He also welcomed back Dorothy Crusoe who had a medical emergency last month.

APPOINTMENT OF SECRETARY

Tom DeVault 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. Marianne Helmlinger made a motion to approve the agenda. Seconded by Dennis Butts. Vote taken. Motion carried.

The Board reviewed the minutes of the February Board of Directors' meeting. Brad Reed noted that Steve McEldowney was inadvertently left off the list of Board staff attending, and that it would be

corrected. Kate Ketron made a motion to approve the minutes of the February 19, 2014 Board of Directors' meeting with the correction noted. Seconded by Bob Menz. Vote taken. Motion carried.

BOARD GOVERNANCE – Jason Wagner/Mark McDaniel

Jason read a letter of resignation from Bob Menz. Bob's term expires in March, and he is also retiring, so has decided not to immediately seek re-appointment to the Board. He has indicated he may like to return in the future. Board members expressed their gratitude and best wishes to Bob. A motion to approve the resignation was made by Marianne Helmlinger. Seconded by Vicki Hornbeck. Vote taken. Motion carried.

Mark McDaniel discussed a Board self-evaluation instrument. Periodic self-evaluation is a point in the Master Strategic Plan. On discussion of the draft tool, Kate Ketron requested a column to make comments. Mark suggested the Board do the first self-evaluation this year, and then perhaps every two years. It was agreed that Mark would revise the instrument and then distribute it electronically.

OLD BUSINESS

FINANCE COMMITTEE – Rod Austin

Rod Austin reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the finance committee minutes from the February committee meeting. Rod made a motion to approve the minutes from the February 19, 2014 Finance Committee meeting as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

The Board reviewed the Financial Statements from February 2014, 67% of the way through the fiscal year on a cash basis. Rod reported that FY14 revenue is at 57.2% and expenditures are at 55.9%. Rod made a motion to approve the February 2014 Financial Statements as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

The Board reviewed the Service Reports through January 2014, 58% of the way through the fiscal year. Services are reported at 53.2% overall with MH Services reporting at 47.8% of projections and AoD services reporting at 62.9% of projections.

Rod reported that auditors should be back on site at the end of March to complete the field work on the 2013 audit.

FY13 audit summaries and financial statements were sent out for Shelby County Counseling Center and SafeHaven. Both were clean financial audits. Shelby County Counseling Center, however, received a going concern note to the financial statements due to cash flow concerns. Terri Becker noted that this is the third year for the cash flow going concern. Monthly staff monitoring of financial statements, billings and aged payables will need to continue. Rod Austin made a motion to approve the FY13 independent audits for Shelby County Counseling Center and SafeHaven with continued agency monitoring for Shelby County Counseling Center. Seconded by Roger Welklin. Vote taken. Motion carried.

Rod reported that agency monitoring for the month is included with the agency technical assistance data collection process.

Mark McDaniel reported that Substance Abuse Prevention and Treatment Block Grant requirements have indicated additional things the Board needs to do since OMHAS has made the rules more black and white. Holly Raffel of Ohio University, who has been working with us on the Strategic Prevention Framework planning, was involved in defining those rules. OU has agreed to extend our existing agreement, which is expiring, through the end of the fiscal year to enable OU staff to work with the Board and agency staff to integrate the prevention strategic plan into prevention planning for next year. The cost of extending the agreement will be \$2,414. Rod Austin made a motion to approve \$2,414 to extend the Ohio University Prevention Framework Agreement through the end of FY14. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

Mark reported on updates to the state budget via the Mid-Biennium Review (MBR). The governor has proposed sweeping changes for FY15, most significantly redirecting \$47.5 million in 507 money. An editorial in the Columbus Dispatch implied that the \$47.5 million was new money, but in fact it is the FY14 Community Behavioral Health allocation that was budgeted for each of FY14 and FY15. The MBR bill would redirect the \$47.5 million from local projects to statewide initiatives. At the same time, SAPT Block Grant funding is scheduled to drop from \$40 million in FY14 to \$26 million in FY15. Additionally, OMHAS is proposing discontinuing \$10.5 million in Hot Spot funding and allocating those funds to so-called "disparity" boards. Impact on the Tri-County Board is estimated to be between \$113,000 in FY15 if the OMHAS estimate of \$756,115 local dollars freed up by Medicaid expansion is correct, to \$669,465 in reduced dollars if the Board's estimates of \$200,000 from Medicaid is correct. Mark outlined how 507 funds have been used so far in FY14 and what projects and programs are at risk if the MBR plans take effect. Mark asked for a resolution to express the Board's opposition to redirecting the funds away from local priorities and into statewide initiatives. A resolution was presented and read. Dennis Butts made a motion to approve the resolution. Velina Bogart seconded. Vote taken. Motion carried.

Rod reported that given the new developments in the state budget, Mark and Terri will revisit line items and contracts to determine a strategy for funding for next year. Budget packages will go out in early April for completion by the beginning of May. Contracts will have to be approved at the May Board meeting in order to allow time for signatures prior to July 1. Staff will also be looking at re-designing the sliding fee payment process and updating the Board's Allocation Manual. Medicaid Expansion and the Affordable Care Act have made our current process obsolete. We will be looking at an update that will work for the system as the implementation of both of these programs move forward.

Mark gave an update on the building project. Freytag is doing preliminary site work, such as taking boring samples. Mark, Terri and consultant Steve Kopecky are planning to visit a 90,000 square foot community campus in Canton. Mark noted that in the recent Community Relations Committee meeting it was suggested that a template for a capital campaign be put together in case the Board decides to conduct a campaign.

Mark reported on a Capital Improvement Program grant through Ohio Housing Finance Agency (OHFA) Ohio Housing Trust Fund and OMHAS. Funds of up to \$500,000 are available for the maintenance of properties purchased with state-funded capital dollars. The Board owns five apartment complexes that are eligible. He noted that the funds would be used to bring major components up to standard. The grant is due May 2, and OHFA will provide a grant writer. In April, the Board will be asked for a resolution of support for the grant.

Terri Becker presented the analysis of data and recommendations under the agency assistance request from Darke County Recovery Services and Shelby County Counseling Center. While the report contained 13 specific recommended actions to correct budgets, improve cash flow and in general improve

the fiscal health of the agencies, Mark described the report as a first step. He and Terri will meet with the boards of both organizations to go over the report. Mark also reported that Dr. Jackie Allen, executive director of both organizations, was resigning effective May 2 for personal reasons. Mark noted that the organizational problems being addressed in the report had existed since before Dr. Allen became director, and that she has worked to address the issues in the short time she has been director. Terri and Mark noted that the individuals who created the budgets addressed in the report are no longer with the agencies. Peggy Follrod said it was very difficult to determine how the budgets were constructed.

The next Finance Committee Meeting will be April 16, 2014 at 5:45 PM before the full Board meeting.

PLANNING COMMITTEE – Kate Ketron

The Planning Committee met March 5, and minutes were included in the Board packet.

Kate Ketron reported that the Planning Committee is monitoring a new pain medication, Zohydro ER (hydrocodone bitartrate) as it enters the market following approval by the Food and Drug Administration. A highly potent, extended release opioid, the drug has generated concern among addiction professionals because of its high risk of addiction, abuse and overdose.

Kate reported that the three local NAMI chapters are moving toward merging. She noted that members of NAMI, a family and consumer-based advocacy organization, make a significant impact on mental health access, treatment and fighting stigma.

Kate reported that Community Housing and Shelby County Recovery are exploring a merger, which may help stabilize Shelby Recovery while providing more centralized coordination of recovery housing.

Kate reported on updates to the Committee. Combined civil and forensic State Hospital bed day usage is at 1182 bed days. Halfway through the year, Central Pharmacy utilization is at 47.9% of allocation. The Committee reviewed drafts of five strategic prevention priorities proposed for FY15. The next step in the process is to map the prevention plan priorities to the Board's Master Strategic Plan and OMHAS's taxonomy.

Kate reminded Board members that they had been provided electronic copies of the FY 2013 QI Reports for Q3 and Q4. The reports summarize activities of agencies and services and also includes client satisfaction feedback. Kate made a motion for the Board to approve FY13 Q3 and Q4 reports with identified changes as presented. Seconded by Roger Welkin. Vote taken. Motion carried.

Kate reported that youth led prevention funding projects this year will focus on the state's youth led campaign "We Are the Majority." The Board received an allocation of \$4153 and it is proposed that the money be split evenly among the three counties. Agencies were asked to submit proposals for the funds to train youth leaders and host "We Are the Majority" events. Kate made a motion for the Board to approve funding of \$1384.33 to Shelby County Counseling Center, \$1384.33 to Darke County Recovery Services, and \$1384.34 to Miami County Recovery Council to support youth led "We Are the Majority" projects. Seconded by Dennis Butts. Vote taken. Motion carried.

Kate made a motion to approve the minutes of the March 5, 2014 Planning Committee meeting as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

The next Planning Committee meeting will be June 4, 2014 at 5:30 PM at the Board offices.

COMMUNITY RELATIONS COMMITTEE – Jason Wagner

The Community Relations Committee met at the Board offices March 6, 2014 with three members and one guest present. Minutes from the March 6, 2014 Community Relations Committee Meeting were included in the Board packet for review. Jason Wagner made a motion to approve the minutes of the March 6, 2014 Community Relations Committee as presented. Seconded by Kate Ketron. Rod Austin asked for clarification on the date of the next meeting. On the Board agenda it states the April 10 meeting is at 5:30, while Committee minutes indicate the meeting is at 4:00 PM. Brad Reed indicated that 4:00 PM is the correct meeting time. Vote taken. Motion carried.

Jason reported the committee discussed the process and timeline for developing the Community Relations Plan in accordance with the Board's overall Three-Year Strategic Plan. Board staff are drafting a plan structured similarly to the overall Strategic Plan and drawing from the previous Social Marketing plan as appropriate. The draft will be presented to the committee at its April 10 meeting.

Jason reported that the committee reviewed the new website. The old website was running on a server platform that will no longer be supported as of April 1, so Board staff moved our web hosting offsite and into a current platform that can be updated more easily. The new site is now separate from other Board computers to reduce security concerns. After some discussion about language and organization on the site, the committee agreed to move forward with the launch when staff is ready. Brad Reed informed the Board that the new site was live as of March 7.

Jason reported that the committee discussed social media strategies and agreed to take a cautious and deliberate approach, as response time interacting with the public could be an issue for someone in crisis. The 24-hour crisis hotline number is prominently displayed on the website. Specific social media strategies will be addressed in the Community Relations Plan.

Jason reported that the committee discussed community messaging strategies including email, newsletters, newspapers, radio/TV, billboards and events. With the launch of the new website, Board staff can begin developing a fully-qualified list for email marketing to be compliant with anti-spam rules. It was suggested that at certain events such as Chamber of Commerce expos that Board members consider spending some time at the Tri-County booth as a way to connect to local business leaders.

The next Community Relations Committee meeting will be April 10, 2014 at 4:00 PM at the Board offices.

DIRECTOR'S REPORT – Mark McDaniel

Mark McDaniel reported that the Community Plan authored by Jodi Long has been completed. The plan had been distributed to the Board members via email. The Board needs to approve the plan for 2014-15, even though it has already been submitted to the state. Tom DeVault made a motion to approve the FY2014-15 Community Plan. Seconded by Fawn Green. Vote taken. Motion carried.

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

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

The next full Board of Directors' meeting will be Wednesday, April 16, 2014 at 6:45 p.m. at the Board office.

Jason Wagner, Chairperson

Tom DeVault, Secretary

Brad Reed