

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

April 16, 2014

BOARD MEMBERS PRESENT

Rod Austin  
Velina Bogart  
Dennis Butts  
Fawn Green  
Marianne Helmlinger  
Vicki Hornbeck  
Kate Ketron  
Mandy Martin  
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

Tom DeVault  
Jerry Herbe

GUESTS PRESENT

Jackie Allen, DCRS/SCCC  
Ben Battista, Riverside/DD  
Cynthia Cook, DCRS/SCCC  
Byron Ewick, MCRC  
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, April 16, 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. Ten Board members were present; two excused. The Board staff and guests introduced themselves and identified the agency or group they represented.

APPOINTMENT OF SECRETARY

Vicki Hornbeck 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 Roger Welklin. Vote taken. Motion carried.

The Board reviewed the minutes of the March Board of Directors' meeting. Dennis Butts made a motion to approve the minutes of the March 19, 2014 Board of Directors' meeting. Seconded by Rod Austin. Vote taken. Motion carried.

## BOARD GOVERNANCE – Jason Wagner/Mark McDaniel

Mark McDaniel presented the first quarterly update of the Board's Master Strategic Plan. The update was presented on screen to save paper. Mark noted that the plan with updates is posted to the website.

A total of 10 strategic items were updated with status reports. Mark noted that many of the items related to fiscal items will be updated during the upcoming budget and appropriations cycle.

Items updates include:

- Leadership 1.1: Training scheduled for June 18, 2014 with Holly Raffle, Ohio University
- Leadership 2.2: Renewed contract with Ohio University on March 19, 2014
- Leadership 4.1: Board evaluation document reviewed and completed March 19, 2014
- Finance 3.1: January, 2014 - Growing Resilient Youth in Piqua City Schools Grant (applied); April 1, 2014 – Growing Resilient Youth in Piqua City Schools Grant awarded in the amount of \$35,000
- Programming/Service Delivery System 1.1: January, 2014 – Hired facilitator; planning meetings in Jan, Feb.
- Programming/Service Delivery System 2.1: January, 2014 - Executed Nova Behavioral Health contract (substance abuse residential and detox); trained agencies on access protocols; Community Housing is transitioning one house (4 beds) into recovery housing.
- Programming/Service Delivery System 6.1: October, 2013 – 2 Miami County staff trained in MH First Aid; several trainings held
- Programming/Service Delivery System 8.1: Exploration of CIT companion course for teachers in Piqua Schools
- Facilities/Operations 1.2: submitted capital grant request to ODMHAS (Fall, 2013). Renewal opportunity project for spring, 2014
- Community Relations/Advocacy 1.1: Community Relations committee has met on March 6, 2014 and April 10, 2014; Draft Community Relations Plan submitted to full Board on April 16, 2014

## 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 March committee meeting. Dennis made a motion to approve the minutes from the March 19, 2014 Finance Committee meeting as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from March 2014, 75% of the way through the fiscal year on a cash basis. Dennis reported that FY14 revenue is at 58.4% and expenditures are at 61.5%. Dennis made a motion to approve the March 2014 Financial Statements as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

The Board reviewed the Service Reports through February 2014, 67% of the way through the fiscal year. Services are reported at 61.6% overall with MH Services reporting at 54.3% of projections and AOD services reporting at 74.6% of projections.

Dennis presented the List of Transactions January through March 2014. It was noted that out-of-county expenditures are down significantly due to changes in Medicaid. Dennis made a motion to approve the List of Transactions as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

Dennis reported that the auditors have completed the field work on the 2013 audit now have to wait for the completion of the state level MACSIS review before our audit can be completed and released.

FY13 audit summaries and financial statements were sent out for Darke County Recovery Services and the Mental Health Clinic. Both were clean audits with Agreed-Upon Procedures. The Mental Health Clinic is no longer in operation and has been absorbed by Darke County Recovery Services. The Mental Health Clinic had a going concern note to the financial statements due to cash flow concerns. Staff recommends ongoing monitoring of Darke County Recovery Services based on ongoing cash flow issues with the combined agencies. Monthly monitoring will include current financial statements, billings and aged payables. In addition, the FY13 Review Report and Financial Statements were sent out for Shelby County Recovery. They receive only local funding and cash flow is very tight so their engagement was reduced this year to a Review along with Supplemental Compliance and Agreed-Upon Procedures. The reports were clean. Dennis made a motion to approve the FY13 independent audits for Darke County Recovery Services and the Mental Health Clinic and the Review Report for Shelby County Recovery with agency monitoring for Darke County Recovery Services as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

Dennis reported that agency monitoring for the month was included in the Board packet. Minutes for both agencies are current through February. March Financial Statements were not available as of the date of the Board mail-out. Combined receivables of the entities have gone down. The remaining inter-agency receivables between the Darke County entities was written off.

There was no report from the Building Committee.

Dennis reported that the Board's HUD Grant for Permanent Supportive Housing was renewed. There was a slight reduction in the award but many recipients received large reductions. The award for FY15 is \$36,260.

Dennis reported that Piqua Schools recently received a Youth Resiliency Award of approximately \$35,000. Brad Reed and Jodi Long worked with the schools to apply for this grant and MCRC will provide services as part of the implementation.

Mark McDaniel reported on the Capital Improvement Program (CIP) Grant application process. OMHAS and Ohio Housing Finance Agency have funds available up to \$500,000 per applicant for improving properties. The grant allows for a grant writer, and we have contracted with John Stock to write the grant. He is experienced with these grants, charges a flat fee, and is paid only if the grant is awarded. He is working with Dorothy and Brad to complete the application. We have identified the properties eligible and are reviewing the types of work to be done, such as roof repair or replacement, carpet, appliances, efficient heating and cooling, and so on. Mark reported that the Board needs to pass a resolution supporting the grant application, and also asked for the designation of \$25,000 to be used as local match funds. Dennis made a motion to approve the Ohio Housing Finance Agency Capital Improvement Program (CIP) Grant resolution and \$25,000 in matching funding as presented. Seconded by Rod Austin. Vote taken. Motion carried.

Related to the CIP grant, OHFA also wants to see a separate budget line item for property improvement, so Mark also asked the Board to amend Board Policy 104 to include the statement “and shall include a sub-account Capital Reserve for Board Owned Properties.” Dennis made a motion to approve Policy #104 Annual Appropriations and Expenditures as revised and set aside \$50,000 in the Capital Reserve for Board Owned Properties. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

Mark gave an update on the Agency Technical Assistance Report. He and Terri Becker have met once with the Board of the Shelby County Counseling Center to review the report, and were to have met with the Board of Darke County Recovery Services. However, due to the chair of the DCRS board having a family emergency and therefore not achieving a quorum, the DCRS meeting is postponed until next week. SCCC’s Board will also meet next week after hearing input from DCRS. Mark noted that many of the recommendations were being implemented by SCCC and DCRS staff. SCCC has improved its financial position to a positive cash flow, and DCRS is improving but has a way to go.

Agency budget packets for FY15 went out late this afternoon. They are due back to the Board on May 16. We will be executing contracts at the May Board meeting. We still do not know for certain about funding levels for FY15 so we may have to adjust contracts once allocations are received.

The next Finance Committee Meeting will be May 21, 2014 at 5:45 PM before the full Board meeting.

#### PLANNING COMMITTEE – Kate Ketron

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

#### COMMUNITY RELATIONS COMMITTEE – Velina Bogart

The Community Relations Committee met at the Board offices April 10, 2014 with four members and one guest present. Minutes from the April 10, 2014 Community Relations Committee meeting were included in the Board packet for review. Velina Bogart made a motion to approve the minutes of the April 10, 2014 Community Relations Committee as presented. Seconded by Fawn Green. Vote taken. Motion carried.

Board members were given a draft of the Community Relations Plan prior to the meeting. The plan is formatted consistently with the Board’s Master Strategic Plan, and like the overall plan, is intended to be a living document, subject to change as opportunities arise and conditions change. Board members were directed to item 1.3, Identifying New and Emerging Corporate and Public Partnerships. Members of the Board are asked to be alert to partnership opportunities and to relay those opportunities to the Board staff through the Executive Director. Velina pointed out that several items have bullet points included. Those are actions already taken or under way that support the strategic item. There being no questions or revisions to the draft, Velina made a motion to approve the Community Relations Plan as presented. Seconded by Vicki Hornbeck. Vote taken. Motion carried.

Velina reported that the new website is seeing approximately 400 unique visits per day, which meets or exceeds expectations. Staff are still working on a process for implementing a more memorable domain name.

Velina reported that Brad Reed has obtained a workbook for creating a social media policy. Staff will be drafting a policy over the next several months for the Board’s consideration.

The Committee discussed a Letter to the Editor in the Sidney Daily News that was critical of the Shelby County Counseling Center and mentioned the Tri-County Board and the mental health levy. It was noted that while the letter may leave some readers with inaccurate impressions of SCCC and may be a focus of opposition to the levy, nevertheless addressing it directly would likely cause more harm than good. Opportunities to show positive outcomes and responsible stewardship of public funds by the Board and its provider agencies would be sought and promoted. Mark added that it should be noted that SCCC is a private organization, and that its fundraising activities that were being criticized are not unusual for private non-profits, and that no Board money or public funds were used.

The next Community Relations Committee meeting will be May 15, 2014 at 4:00 PM at the Board offices.

#### DIRECTOR'S REPORT – Mark McDaniel

Mark McDaniel updated the Board on the progress of the Mid-Biennium Review (MBR). A version has passed the House and has moved to the Senate, so he will be talking to Senators Beagle and Faber, and may ask Board members to do the same. Mark outlined a number of questions for which he has not received satisfactory answers, including why the State, while in a relatively good financial situation, is not putting in additional dollars to make an impact on heroin and opiates, but rather taking the money away from other mental health and addictions services. He pointed out an “alarming” proposed change to Chapter 340 to prioritize heroin and opiates above everything else, requiring local Boards to fund a full spectrum of services for opiates, and only after fully addressing opiates allowing expenditures for other substances and mental illness services. He said the assumption that Medicaid expansion is a windfall of new money to the Boards is still pervasive, even though it has been shown that very little money has actually flowed into the system. He noted a proposed change in the law that will not allow Boards to own recovery housing, although current ownership could be grandfathered in or ownership permitted as a last resort. He pointed to an example that Miami County Recovery Council operates recovery housing in Board-owned property, and is able to do so without the overhead burden of a mortgage or rent. He explained that there are plans to divert \$47.5 million in so-called 507 funds to the State to build five regional crisis stabilization facilities, with no explanation of where the funds to operate the centers will come from. He said that on April 17 he and Jodi Long would be going to Bowling Green for a regional meeting with OMHAS officials, but that Director Plouck would not be attending as originally planned. He summed up the language in both the MBR and in a replacement bill as the State usurping local Boards’ legal responsibility to provide locally-prioritized services.

Mark alerted the Board that at the May meeting the Board will be hearing budgets and contracts. Also at the May meeting will be the reading of the slate of officers. At the June meeting, the Board will elect officers for the next fiscal year, and also will have a presentation by Holly Raffel of Ohio University on population-based best-practice prevention activities as the Board’s prevention training per 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 Velina Bogart. Vote taken. Motion carried.

The next full Board of Directors' meeting will be Wednesday, May 21, 2014 at 6:45 p.m. at the Board office.

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Jason Wagner, Chairperson

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Vicki Hornbeck, Secretary

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Brad Reed