

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

April 19, 2017

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Dennis Butts
Jerry Herbe
Terrence Holman
Vicki Hornbeck
Katharine Ketron
George Lovett
Bob Menz
Cassandra Pohl
Lori Willoughby

BOARD MEMBERS EXCUSED

Marianne Helmlinger
Mandy Martin
Marcia Youtz

BOARD MEMBERS ABSENT

BOARD STAFF PRESENT

Beth Adkins
Terri Becker
Norma Frock
Jerry Hill
Mark McDaniel
Steve McEldowney
Kim McGuirk
Brad Reed
Ian Ridgeway

GUESTS PRESENT

Dorothy Crusoe, Community Housing
Peggy Follrod, Recovery & Wellness Centers
of Midwest Ohio
Thom Grim, Miami County Recovery Council
Doug Metcalfe, SafeHaven
Jodi Worthington, Shelby County Counseling
Center

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, April 19, 2017 for its Board of Directors' meeting. Dennis Butts called the meeting to order at 6:42 p.m.

Board staff member Brad Reed took roll call. Eleven Board members were present; three excused; none absent. Board staff and guests introduced themselves and identified the agency or group they represented.

APPOINTMENT OF SECRETARY

George Lovett 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. The agenda was amended to reflect that Vicki Hornbeck would be giving the Planning Committee report. Jerry Herbe moved to approve the agenda as amended, seconded by Terry Holman. Motion carried on voice vote.

The Board reviewed the minutes of the March Board of Directors' meeting. George Lovett moved to approve the minutes of the March 15, 2017 Board of Directors' meeting as presented, seconded by Velina Bogart. Motion carried on voice vote.

BOARD GOVERNANCE –Mark McDaniel

No items were presented under Board Governance.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Rod Austin

Rod reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the finance committee minutes from the March committee meeting. Rod moved to approve the minutes from the March 15, 2017 Finance Committee meeting as presented, seconded by Terry Holman. Motion carried on voice vote.

The Board reviewed the Financial Statements through March 2017, 75% of the way through the fiscal year on a cash basis. Rod reported that FY17 revenue is at 73.6% and expenditures are at 59.2%. Rod moved to approve the March 2017 Financial Statements as presented, seconded by Velina Bogart. Motion carried on voice vote.

The Board reviewed the Service Reports through February 2017, 67% of the way through the fiscal year. Services are reported at 58.0% overall with Mental Health services reporting at 54.7% of projections and Alcohol and Other Drug services reporting at 62.0% of projections.

The List of Transactions January-March 2017 was included in the Board Packet for review. Rod moved to approve the January-March 2017 List of Transactions as presented, seconded by Cassie Pohl. Motion carried on voice vote.

Current agency monitoring information was included in the packet for review. The agency is current in reporting. Billings have increased somewhat but are still below what is needed to cover the Board allocated funding. In addition, a Substance Use Disorder supervisor has been hired which will allow the Executive Director to devote more time to the issues that need to be addressed at the agency including work on productivity and the strategic plan.

The Ohio Department of Mental Health and Addictions Services Stakeholder Review final report is still pending.

Mark reported that the architect for One Wellness Place would like to use Choice One Engineering for work on the site. A formal proposal has not yet been received. The Board had budgeted and created a purchase order for \$4000 to Cozatt Engineering which will no longer be needed. Pending receipt of the formal proposal from Choice One Engineering, staff would like to proceed with approval for up to \$4000 for work at One Wellness Place with Choice One Engineering. Rod moved to approve up to \$4,000 in funding with Choice One Engineering for site work at One Wellness Place, seconded by Bob Menz. Motion carried on voice vote.

Discussion of additional Building Committee items is deferred to the Executive Director's report.

Rod reported that the budget packet was completely revised this year to reflect changes related to Behavioral Health Redesign. Costing is no longer service related but is staff-based as that is how payments will be based in the coming fiscal year. We are aligning our payment with Medicaid rates and developing Board rates for non-Medicaid payable services.

Mark, Terri, Kim and Steve will be meeting with agencies that provide clinical services starting tomorrow to discuss readiness for redesign and changes to the budgeting process.

Contracts will be prepared for approval at the May meeting so that agencies can get approval and signatures prior to July 1.

The next Finance Committee meeting will be May 17, 2017 at 6:00 PM. The meeting time may be adjusted for a Strategic Planning Session.

PLANNING COMMITTEE – Vicki Hornbeck

Vicki reported the Planning Committee met April 5 and discussed a number of items. Board members received minutes in the Board Packet for review.

The committee reviewed the FY17 Second Quarter Quality Improvement Reports. All board members were provided an electronic copy of the reports. The committee discussed the ongoing process of revising the Quality Improvement reports to reorganize the report to present the information in a better format as well as add additional important demographic data. Vicki moved to accept the FY17 Second Quarter Quality Improvement Reports as presented, seconded by Velina. Motion carried on voice vote.

Vicki reported on education and prevention activities. The Board has created a Grief and Bereavement Resource Guide for coroners and first responders to distribute to families following an unexpected death. Copies are available on request to Ian Ridgeway.

Board staff is currently researching the opportunity to work with area pharmacies in distributing medication disposal bags when the pharmacies are filling prescriptions for opiates or other potential addictive medications. Along with the distribution of the bags will be a Tri-County Board messaging campaign on addiction and medication safety.

The Planning Committee reviewed the proposal for Youth Led Prevention funds budget. All Board members were provided an electronic copy of the budget. The costs and proposed activities include messaging materials for the upcoming Prom/Graduation season, support for the “We Are The Majority” effort, and additional mini grants offered to youth led activities. The total cost of the proposed budget is \$2800. Vicki moved to approve the FY17 Youth Led Prevention Funds Budget in the amount of \$2800 as presented, seconded by Terry Holman. Motion carried on voice vote.

Vicki reported on a busy training calendar, with the 12th annual CIT Academy April 3-6, NOVA Crisis Response Training April 25-27, six upcoming Mental Health First Aid trainings scheduled throughout the 3 counties, and Trauma Informed Policing Training for law enforcement officers.

Vicki moved to approve the April 5 Planning Committee meeting minutes as presented, seconded by Rod Austin. Motion carried on voice vote.

The next Planning Committee meeting is June 28, 2017, at 5:30PM at the Board office.

COMMUNITY RELATIONS COMMITTEE – No Report

NOMINATING COMMITTEE – No Report

EXECUTIVE DIRECTOR’S REPORT – Mark McDaniel

Mark referred to the Service Report document in the Board packet and explained how to read the columns and what the numbers mean.

He distributed a document of Board activities related to opioids and pulled several items for additional explanation.

We are currently in process with a feasibility study to open a Centralized Services facility in Darke County. The Hodge Group is nearing the conclusion of the study and should be ready to present its findings to the Board soon.

A second Darke County school – Ansonia – has expressed interest in implementing the PAX Good Behavior Game.

Mark has proposed a pilot project in partnership with the Darke County Chamber of Commerce for drug free hiring and retention practices for Darke County businesses.

The One Wellness Place project is about to issue a Request for Information letter to area banks for construction financing. Jim Stubbs has helped craft the RFI letter to be sent to select banks. Board members employed by banks involved in the RFI will need to recuse themselves from discussions.

The Board and Community Housing are preparing to open an Oxford Model graduate home for women transitioning from Miami House Recovery Home; and a similar home for men is in the planning stages in Shelby County. The Oxford Model promotes self-determination and self-reliance.

The Board is working with the Shelby County Sheriff, OMHAS and others to build a transitional house on the Shelby County Jail campus as a step-down transitional home for those leaving jail and needing a sober living environment for a short period of 90 days or so. Mark has pledged \$400,000 capital from Board reserves plus \$50,000 a year for operations. OMHAS has pledged \$200,000 in capital funds. A revenue stream for operations must be secured before proceeding.

Mark noted that most of the projects on the list have come into place in the last three years or so.

Mark indicated that he hopes to schedule a Strategic Planning session with Ross Calvin of Brown Consulting for next month. If that happens, meeting times for the Finance Committee and full Board may be adjusted.

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

There being no further business, Terry moved to adjourn, seconded by George. Motion carried on voice vote.

The next regular Board of Directors' meeting will be Wednesday, May 17, 2017 at 6:45 p.m. at the Board office. The meeting time may change to accommodate a presentation about the Strategic Plan.

Dennis Butts, Chairperson

George Lovett, Secretary

Brad Reed