

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

April 15, 2020

BOARD MEMBERS PRESENT\*

Lou Ann Albers  
Velina Bogart  
Aaron Frohna  
Jerry Herbe  
Marty Hobart  
Terrence Holman  
George Lovett  
Mandy Martin  
Cassandra Pohl  
Ann Runner  
Jason Wagner  
Marcy Youtz

BOARD MEMBERS EXCUSED

Dennis Butts

BOARD MEMBERS ABSENT

BOARD STAFF PRESENT\*

Beth Adkins  
Terri Becker  
Steve McEldowney  
Kim McGuirk  
Brad Reed

GUESTS PRESENT\*

Dorothy Crusoe, Community Housing of  
Darke, Miami and Shelby Counties  
Jodi Knouff, Family Resource Center of  
Northwest Ohio  
Patrick Klinger, community member  
Lisa Wion Null, community member  
Cynthia Cook-Wion, Recovery & Wellness  
Centers of Midwest Ohio  
Doug Metcalfe, SafeHaven  
Jodi Long, Montgomery County Alcohol,  
Drug and Mental Health Services Board  
Vickie Martin, Recovery & Wellness Centers  
of Midwest Ohio  
Mike Bessler, Miami County Recovery  
Council

The Tri-County Board of Recovery and Mental Health Services met at the Board office in Troy and virtually through audio and video on Wednesday, April 15, 2020. Vice Chair Mandy Martin called the meeting to order at 6:49 p.m.

Board staff member Brad Reed took roll call. \*One Board member (George Lovett) was physically present; eleven members attended virtually through the Zoom online meeting platform; one member was unable to connect to the meeting. Three Board staff (Terri Becker, Steve McEldowney, Brad Reed) attended in person; other staff members and guests observed the meeting through Facebook Live and were identified by their Facebook sign-in names.

BOARD GOVERNANCE – Terri Becker, Jerry Herbe

Terri Becker read the following statement regarding the format of the meeting:

“The Ohio General Assembly passed Substitute House Bill 197 on March 25, 2020. HB197 is a lengthy bill with a wide range of provisions intended to address challenges posed by the COVID-19 pandemic and the state’s emergency declaration related to the virus’ spread. Included in the bill are some temporary changes to Ohio’s Open Meetings Act which are effective until the end of the declared emergency or December 2, 2020. These changes allow the Tri-County Board as a public entity to use audio and/or video teleconferencing or a combination of the two along with individuals physically present to conduct business, which is what we have set up for our meeting this evening. We have set up a

Facebook live stream for visitors and the public to be present and view the meeting, which meets our requirements for public access. Individuals who are watching the stream can leave a voicemail or text questions to the number posted on the Board's home page and notices page."

Jerry Herbe spoke on behalf of the Nominating Committee. Jerry said Board Chair Rod Austin's second consecutive term as a Board member ended April 4. The Board had planned to have an appropriate recognition at the March meeting, but was forced to cancel that meeting. The Board will properly thank Rod for his service at its earliest opportunity. In the meantime, the Board needs to elect a Board Chair. Mandy Martin is in her first year as Vice Chair and has stepped up when called upon to preside over our meetings. However, she has indicated a preference to continue as Vice Chair for the time being. To that end, as acting representative of the Nominating and Rules Committee according to Bylaws Article IV Section 2, Jerry nominated George Lovett to fulfill the role of Board Chair. George is a longtime Board member and has previously served as Board Chair. Jerry moved to nominate George Lovett to fulfill the role of Board Chair for the remainder of the current Fiscal Year ending June 30, 2020, seconded by Terry Holman. Motion carried on voice vote.

#### APPOINTMENT OF SECRETARY

After hearing an explanation of the secretary's nominal role of attesting to the accuracy of the meeting minutes as compiled by Board staff, Marty Hobart agreed to be 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. Marcy Youtz moved to approve the agenda as presented, seconded by Jason Wagner. Motion carried on voice vote.

The Board reviewed the minutes of the February Board of Directors' meeting. Terry Holman moved to approve the minutes of the February 19, 2020 Board of Directors' meeting as presented, seconded by Velina Bogart. Motion carried on voice vote.

#### OLD BUSINESS/COMMITTEE REPORTS

##### FINANCE COMMITTEE – Terry Holman

Minutes of the February 19, 2020 Finance Committee meeting were included in the Board packet for approval. Terry Holman moved to approve the minutes of the February 19, 2020 Finance Committee meeting as presented, seconded by Marcy Youtz. Motion carried on voice vote.

Financial Statements for February and March 2020 were included in the Board packet for review. Statements are cumulative, and through March are 75% through the fiscal year on a cash basis. FY20 revenue is at 70.1% and expenditures are at 62.1%. Terry moved to approve the February and March 2020 Financial Statements as presented, seconded by Velina Bogart. Motion carried on voice vote.

The List of Transactions for January through March 2020 was included in the Board packet for review. Terry moved to approve the January through March 2020 List of Transactions as presented, seconded by Marcy Youtz. Motion carried on voice vote.

Independent audit information for Miami County Recovery Council was included in the Board packet for review. Steve McEldowney said it was a clean audit with no internal control issues. He commended MCRC staff for the work they did with the auditors. Terry moved to approve the FY2019

independent audit of Miami County Recovery Council as presented, seconded by Jerry Herbe. Motion carried on voice vote.

Terry reported that the Board's auditors are currently working on the 2019 audit. Board members may receive communication from them as they complete the required testing and fieldwork. Zupka and Co. is the firm contracted by the State to do the work again this year.

Terri Becker provided an update on the Board's building project. She reminded the Board that in November the Board approved an agreement to estimate costs of a revised plan. That costing exceeded the approved amount by \$488.75, so the Board is asked to revise the agreement. Terry Holman moved to increase the Amendment to Agreement No. 2 with Freytag & Associates Inc. by \$488.75 for a total of \$26,488.75, seconded by Jason Wagner. Motion carried on voice vote.

Terry reported the Board has not transferred allocated funding to the Levy Campaign Reserve for this year. The budget includes up to \$7,500 allocated for this year to transfer into the reserve to continue building the balance for our next campaign. Moving funds into and out of the reserve requires Board action. Terry moved to approve the transfer of \$7,500 to the Levy Campaign Reserve Fund, seconded by Velina. Motion carried on voice vote.

A draft Inventory System Policy was included in the Board Packet for review. The Board does not currently have an Inventory Policy but follows procedures and guidelines from the County and a resolution the Board passed many years ago setting the \$100 threshold. The draft Policy details the Board's inventory system for furnishings and equipment valued at \$250 or more and the process staff would follow. This would allow us to remove other lower cost items from our current inventory tracking. Steve McEldowney said the higher value threshold is more in line with other agencies and makes inventory more manageable. Terry moved to approve Inventory System Policy #122 and to also remove from current inventory tracking any item under the new \$250 threshold, seconded by Marty Hobart. Motion carried on voice vote.

The Families First Coronavirus Response Act (FFCRA) became effective April 1, 2020 through December 31, 2020. This Act provides temporary emergency paid sick leave as well as an extended Family Medical Leave Act. Terri Becker said the Act expands coverage under FMLA. After consultation with the Board attorney, the recommendation is to authorize the Executive Director to comply with the act. Terry Holman moved to authorize the Executive Director to comply with the terms of the Families First Coronavirus Response Act (FFCRA), to include granting any additional leave as required by the Act during such time that the FFCRA is in effect, seconded by Lou Ann Albers. Motion carried on voice vote.

Terry reported that inpatient referrals to Haven Behavioral Health have increased this year and at this point the Board will need to increase the contract amount. Steve said that utilization of Haven has been higher for a number of reasons, including that they will take more difficult cases. Terry moved to increase the FY20 Contract with Haven Behavioral Health for Inpatient Services by \$100,000 for a total FY20 Contract amount of \$202,000, seconded by Velina. Motion carried on voice vote.

Board staff has worked with contracted treatment agencies on the negative financial impact COVID-19 has had on their agencies. Staff used claims payment history as a baseline for the spreadsheet that was sent out to the Board. The amounts in the spreadsheet represent 2½ months of funding to help offset the impact to the agencies. Terri Becker is proposing adding to agency contracts and said the Board pushed out funds in March when it was unclear how the County would be cutting checks. Agency billing has been very negatively affected. While agencies have been adapting services to phone and videoconference, the ability to bill Medicaid and other payers for those services has lagged. She said she has been in discussions statewide that suggest a large number of agencies have had to lay off staff and some providers may be facing closing their doors. While the Board cannot make up for lost Medicaid

revenue, it can help agencies get over the immediate crisis. We can't afford to have agencies close down because there's no one else to come in and bridge the gap. Terry Holman moved to increase the FY20 Contracts with Recovery & Wellness Centers, Miami County Recovery Council, and Family Resource Center by a total of \$182,450 as presented, and to distribute remaining COVID-19 relief funding to treatment agencies, seconded by Marty. Motion carried on voice vote.

Board staff has worked with RWC in regards to providing a warmline for COVID-19 response workforce that are providing front line services. These services are 1st responders, hospital staff, retail workers, etc. that are facing additional stressors as a result of the pandemic. Staff are working with partners in education as to other responses that may be needed for school age children as well as educators during this time. The amounts in the spreadsheet represent this additional COVID-19 response and are for both projects as well as marketing and advertising cost. Terry moved to approve an amount not to exceed \$30,000 for FY20 additional COVID-19 Response as presented, seconded by Velina. Motion carried on voice vote.

FY2021 budget packets should go out this week so that staff can work on budgets and we can approve contracts at the May board meeting. Due to potential budget cuts, no preliminary allocation figures from OMHAS have been released. As the final figures become available we will be able to adjust contracts if necessary. Steve said May is typically a busy month with budgets and contracts so attendance will be very important. Without preliminary figures from the State, we will start with flat funding and adjust as necessary as we learn more.

The next Finance Committee meeting will be May 20 2020 at 6:00 PM.

PLANNING COMMITTEE – No Report

COMMUNITY RELATIONS COMMITTEE – No Report

EXECUTIVE DIRECTOR'S REPORT – Terri Becker

Terri said we had a nice response to the Strategic Plan survey. We will wait until such time as we can have a decent discussion about the plan, and will likely present something to the Board next month.

She addressed the local system's response to COVID-19. She praised the agencies for doing a tremendous job of retooling quickly to make services available through alternate means. She said demand may increase as time goes on. There is some data suggesting that overdoses and suicides are increasing, but overall demand for services is lagging.

One challenge for providers has been obtaining appropriate Personal Protective Equipment and cleaning supplies. NAMI Ohio and OACBHA, the Board Association, have been securing supplies and making them available to local Boards to distribute.

The FY2019 Annual Report was distributed to the Board. The Annual Report is sent to County Commissioners, the Director of OMHAS, and is posted on the Board's website.

Terri thanked the Board staff for stepping up and adapting to changing workplace requirements.

NEW BUSINESS

No new business was brought before the Board. Board staff Brad Reed was thanked for his efforts to manage the communications technology for the virtual meeting.

ADJOURNMENT

There being no further business, Terry Holman moved to adjourn, seconded by Marcy Youtz. Motion carried on voice vote. Meeting adjourned at 7:40PM.

The next regular Board of Directors' meeting will be Wednesday May 20 2020 at 6:45 p.m. at the Board office and on the Zoom online meeting platform.

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George Lovett, Chairperson

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Marty Hobart, Secretary

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Brad Reed