

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

May 20, 2020

BOARD MEMBERS PRESENT*

Lou Ann Albers
Jerry Herbe
Marty Hobart
Terrence Holman
George Lovett
Cassandra Pohl
Ann Runner
Marcy Youtz

BOARD MEMBERS EXCUSED

Velina Bogart
Dennis Butts
Aaron Frohna
Mandy Martin
Jason Wagner

BOARD MEMBERS ABSENT

BOARD STAFF PRESENT*

Beth Adkins
Terri Becker
Steve McEldowney
Kim McGuirk
Brad Reed

GUESTS PRESENT*

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

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, May 20, 2020. Chair George Lovett called the meeting to order at 6:50 p.m.

Board staff member Brad Reed took roll call. *One Board member (George Lovett) was physically present; seven members attended virtually through the Zoom online meeting platform; five members were unable to attend. Five Board staff (Terri Becker, Steve McEldowney, Brad Reed, Kim McGuirk, Beth Adkins) attended in person; guests observed the meeting through Facebook Live and were identified by their Facebook sign-in names.

APPOINTMENT OF SECRETARY

Terry Holman 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. Terry Holman moved to approve the agenda as presented, seconded by Jerry Herbe. Motion carried on voice vote.

The Board reviewed the minutes of the April Board of Directors' meeting. Jerry Herbe moved to approve the minutes of the April 15, 2020 Board of Directors' meeting as presented, seconded by Cassie Pohl. Motion carried on voice vote.

BOARD GOVERNANCE – Terri Becker

Terri Becker recognized Jerry Hill, Director of Information Systems, for reaching his 25 Year Anniversary.

Terri presented a draft of the 2020-2022 Three-Year Strategic Plan. A report summarizing the responses to an online survey was presented. Terri said the survey was just one source of guidance for the Strategic Plan. She explained that she wanted to be sure the Board's basic goals are in alignment with funders and partners, especially the Ohio Department of Mental Health and Addiction Services. The Board's Strategic Plan outlines six areas of focus:

1. Enhance Access to Services
2. Enhance Asset Management
3. Establish a Permanent Administration and Training Center
4. Reduce the Impact of Suicide
5. Enhance Youth Services
6. Plan for and Respond to Behavioral Health Impacts of Trauma

The Strategic Plan, once approved, will be posted on the Board's website, and will serve as a guide to prioritizing efforts of the Board for the next three years. Lou Ann Albers moved to adopt the Three-Year Strategic Plan 2020-2022 as presented, seconded by Ann Runner. Motion carried on voice vote.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Terry Holman

Minutes of the April 15, 2020 Finance Committee meeting were included in the Board packet for approval. Terry Holman moved to approve the minutes of the April 15, 2020 Finance Committee meeting as presented, seconded by Marcy Youtz. Motion carried on voice vote.

Financial Statements for April 2020 were included in the Board packet for review. Statements are cumulative, and through April are 83% through the fiscal year on a cash basis. FY20 revenue is at 84.6% and expenditures are at 68.0%. Terry moved to approve the February and March 2020 Financial Statements as presented, seconded by Ann Runner. Motion carried on voice vote.

Terry reported that the Calendar Year 2019 audit is in progress. Director of Finance and Administration Steve McEldowney reported that to this point the auditors have done everything remotely. He expects them to be finished this week.

Terri Becker provided an update on the Board's building project. She said staff is in the process of sending letters to donors to explain the new direction of the project, with Phase 1 being the construction of a Board Administration and Training Center on the 25-A property, Phase 2 being a modernization of the three-county behavioral health system focusing on a "no wrong door" approach with a distributed and mobile workforce and enhanced access to services, and Phase 3 being potential future development on the 25-A site. Board members who have contributed to the project will be receiving letters soon, and staff is in the process of scheduling meetings with the leadership donors. Donors will have the option of choosing whether and how to continue to support the project. She said the design team is meeting tomorrow to review the revised plans. It is not known how the COVID-19 pandemic may affect bidding. Based on the significant change in scale of the project, the agreement with Freytag &

Associates needs to be amended. Terry Holman moved to approve the Amendment to Agreement No. 3 with Freytag & Associates Inc. for \$284,000 and to authorize the Executive Director to execute the Agreement, seconded by Marcy. Motion carried on voice vote.

Steve McEldowney discussed the Board's mileage reimbursement rate. He said that after comparing the \$0.58 per mile IRS rate last year the Board raised mileage reimbursement to \$0.50 per mile. The IRS rate actually dropped slightly to \$0.575 per mile. Steve recommends keeping the Board rate at \$0.50, with the option of reviewing it at a later date if necessary.

Quarterly Financial Indicators were included in the Board packet for review. Steve noted that due to COVID-19 agencies were able to defer some items such as insurance, so those may show as aged payables.

Terri Becker said the Board has not yet received guidance on the State Budget. While the Governor as indicated that the State Budget overall will have cuts, its not clear whether all departments will be equally affected. She said she is confident the Board will be able to develop a plan that minimizes impact to the community. OMHAS Director Lori Criss is working with the Office of Management and Budget, but does not yet have figures to pass on to the Boards. Terri said that process may take several weeks.

The Board's proposed FY2021 contract allocations and Board Administrative Budget were included in the Board packet, along with a Budget Narrative. Steve reviewed some of the significant changes. Proposed Board salaries reflects a 1 percent increase and a one-time 2 percent payment sometime in the Fall, but an overall 2 percent decrease due to staff changes. Terri said that the modest 1 percent increase is conservative and responsible, given the state's budget uncertainties. The Admin Budget reflects capital costs including professional fees related to the building project. In contract projections, absent guidance from OMHAS, agencies are generally flat funded, keeping the same allocations as the current year. Family Resource Center shows a reduction due to a federal grant expiring at the end of September. Community Housing Inc. reflects an increase based on new programming. In-patient agreements show reductions based on current utilization. Wilson Health has a new detox program. STAR House federal funding is ending. K-12 Prevention Initiative funds were pushed out in FY2020, but most will be carried over to FY2021. Terry Holman moved to approve FY21 Contracts and Allocations and the FY21 Board Administrative Budget as presented, seconded by Jerry Herbe. Motion carried on voice vote.

The next Finance Committee meeting will be June 17 2020 at 6:00 PM.

PLANNING COMMITTEE – No Report

Jerry Herbe presented the First Reading of the proposed slate of officers for FY2021. Nominated for Chair, George Lovett. Nominated for Vice Chair, Mandy Martin. If anyone else is interested in serving as an officer, they should contact Jerry, George or Terri. According to the bylaws, a slate of officers is given First Reading at the May meeting, with Second Reading and vote at the June meeting.

PLANNING COMMITTEE – No Report

COMMUNITY RELATIONS COMMITTEE – No Report

EXECUTIVE DIRECTOR'S REPORT – Terri Becker

Terri thanked Steve for doing a nice job preparing and presenting the budget, and thanked the staff for their work on the Strategic Plan.

Terri said she had intended to talk about some marketing efforts at the April meeting. An email blast was sent April 3 with information about resources for coping with the pandemic. The email was sent to about 72,000 addresses in the Tri-County area. Of those, 12,100 were opened at rate of 16.7 percent, and 1200 clicked on links. Director of Community Resource Development Brad Reed talked more about the value of emails for communicating a lot of information quickly to a broad audience, and also how the audience can be selected for more targeted messaging.

Terri provided an update on the funding authorized at the April meeting. The Frontline Warmline staffed by Recovery & Wellness Centers of Midwest Ohio is still operating. They are not getting a lot of calls but we are still promoting it for the time being. She said staff is working on a COVID-19 response for teachers, students and parents. They are working with a local psychologist to record webinars to be posted online.

She said the Board Association (OACBHA) had asked each Board to make a thank you sign for use in a video. She thanked the Board members for making the effort to connect and asked everyone to stay safe as the world opens back up.

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

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

The next regular Board of Directors' meeting will be Wednesday June 17 2020 at 6:45 p.m. at the Board office and on the Zoom online meeting platform.

George Lovett, Chairperson

Terry Holman, Secretary

Brad Reed