

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

May 19, 2021

BOARD MEMBERS PRESENT

Dennis Butts  
Marty Hobart  
Terrence Holman  
Pat Jacomet  
George Lovett  
Mandy Martin  
Cassandra Pohl  
Marcy Youtz

BOARD MEMBERS EXCUSED

Lou Ann Albers  
Jerry Herbe  
Terrie Hottle  
Ann Runner  
Jason Wagner

BOARD MEMBERS ABSENT

BOARD STAFF PRESENT

Beth Adkins  
Terri Becker  
Steve McEldowney  
Brad Reed

GUESTS PRESENT

Mike Bessler, TCN  
Dorothy Crusoe, Community Housing Inc.  
Thom Grim, TCN  
Jodi Knouff, Family Resource Center of  
Northwest Ohio  
Cynthia Wion, 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 on Wednesday, May 19, 2021. Chair George Lovett called the meeting to order at 6:45 p.m.

Board staff member Brad Reed took roll call. Three Board members were physically present; five members attended virtually through the Zoom online meeting platform; five members were unable to attend. Four Board staff attended in person; guests connected to the Zoom meeting.

APPOINTMENT OF SECRETARY

Cassie Pohl 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 Dennis Butts. Motion carried on voice vote.

The Board reviewed the minutes of the April Board of Directors' meeting and the May 5 Special Session. Cassie Pohl moved to approve the minutes of the April 21 2021 Board of Directors' meeting and the May 5 2021 Special Session as presented, seconded by Pat Jacomet. Motion carried on voice vote.

BOARD GOVERNANCE – Terri Becker

There were no items presented under Board Governance.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Terry Holman

Minutes of the April Finance Committee meeting were included in the Board packet for approval. Terry Holman moved to approve the minutes of the April 21 2021 Finance Committee meeting as presented, seconded by Dennis Butts. Motion carried on voice vote.

Financial Statements for April 2021 were included in the Board packet for review. Statements are cumulative and through April are 83% of the way through the fiscal year on a cash basis. FY21 revenue is at 89.7% and expenditures are at 43%. Steve McEldowney noted that the Board has received most of the bigger lines in revenue, although some of the smaller ones are still trickling in. Expenses remain skewed due to the delay in projected expenses related to the building project. Terry Holman moved to approve the April 2021 Financial Statements as presented, seconded by Marty Hobart. Motion carried on voice vote.

Terry Holman reported that the Board's auditors are in the process of finalizing their comments on the Board's CY2020 audit and hope to have it completed soon. Steve said he had received an email prior to the meeting regarding a draft of a verbal comment, nothing substantive, and that they seem pretty happy so far.

Terri Becker provided an update on the Administration and Training Center Building Project. She said the notification was released for the re-bid. Ads were in the paper of record, the Miami Valley Today, May 12 and 19, with the third scheduled for May 26. Bid opening will be June 8 at 4PM. She reported that a number of contractors who had not submitted bids nor attended the previous pre-bid conference did attend the pre-bid conference May 18, along with representatives of contractors who had attended the first round. Interest still seems strong in the project and with the modifications the design team is confident we will have competitive bids. There should be plenty of time between the bid opening June 8 and the next regularly scheduled Board meeting June 16 to make a recommendation to the Board. Terri also said that we have received proposals for Geotech testing that the owner is responsible for. We did not act on them because we had not secured good bids at the time. Assuming we have good bids, she will bring the recommendation to the Board's June meeting for approval.

Quarterly Financial Indicators were included in the mail out for review. It is noted on the report that TCN data is incomplete for the quarter – we have received their financial information but after the mailout. Steve said TCN's financials will be reflected on the next quarterly report.

Terri Becker provided an update on the State Biennial Budget process. She said some 500 amendments have been offered in the Health and Human Services segment alone. School funding is a hot topic this year. Leaders are hoping to see a final budget June 10. She said OhioMHAS hasn't given Boards all of the line items yet as some are to be determined. She said one amendment has been introduced that could potentially change Board membership. Precipitated by a split in the Erie-Ottawa Board, the language would eliminate the statutory requirement for Boards to include consumers of behavioral health services, family members and practitioners, and could also reduce the number of Board members to 5 to 9. At those levels it will be hard for multi-county Boards to have fair representation. The concern is that the change could take away balance and open ADAMH Boards to future politicization.

Steve McEldowney and Terri Becker presented FY2022 Contracts, Allocations and Budgets. Steve said most of the larger line items that have come in are flat funded, so they tried to keep administrative and contract budgets close to flat. He directed the Board's attention to documents included in the Board packet. He noted the budget:

- has built in a 3 percent pay increase for non-hourly staff including the Executive Director and a one-time payment of 1 percent in the fall. Hourly staff would receive a set amount increase and a one-time set amount payment in the fall.

- Reflects an increase in internet and broadband services
- Yearly incremental increases in audit fees
- Board Service to Agencies shows a decrease of \$47,600 due to retirement and insurance elections
- CIT Academy shows a decrease of \$37,500 because a grant expires June 30
- Capital budget shows an increase of \$778,000 to reflect the increase in market costs plus tap fees, furnishings and other miscellaneous items related to the building project

Steve noted that the FY2022 Contracts budget projections show more lines due to grants and special projects. Those have been broken out so that when the grants expire it doesn't look like a reduction in services funding. Among the key changes are:

- K-12 Prevention Grant funding ends June 30
- Overall base contracts started with flat funding and then factored utilization rates to arrive at the FY2022 budget
- Noted that the contract amount with Upper Valley Medical Center is the same but reflects language changes to clarify billing eligibility

Mandy Martin asked about the K-12 Prevention Grant funds ending. Terri Becker and Beth Adkins explained that it was one-time money from the State, but that schools have used the funds for startup of programs such as Hope Squad, Botvin LifeSkills. Getting staff trained and certified means the schools can continue the programs beyond the grant year. The grant has also helped develop closer relationships with the schools which may give the Board inroads to do more prevention programming.

Steve referred the Board to a document emailed prior to the Board meeting that captures all of the FY2022 contracts and allocations into a summary document, which allows the Board to approve all of them in a single motion. Terry Holman moved to approve FY2022 Contracts and Allocations and the FY2022 Board Administrative Budget as presented, seconded by Dennis Butt. Motion carried on voice vote.

The next Finance Committee meeting will be June 16 2021 at 6:00 PM.

PLANNING COMMITTEE – No Report

The next Planning Committee meeting needs to be rescheduled due to conflict with the May 5 Special Session. Staff will let committee members know when a new date is set.

COMMUNITY RELATIONS COMMITTEE – No Report

Committee Chair Jerry Herbe was unable to attend to give the Committee Report. However, written minutes of the May Community Relations Committee meeting were included in the Board Packet for review. Terry Holman moved to approve the minutes of the May 10 2021 Community Relations Committee meeting as presented in the Board Packet, seconded by Cassie Pohl.

The next Community Relations Committee meeting will be Monday, July 12 2021 at 6:00PM using the Zoom online meeting platform, in person at the Board office, or blended, as conditions allow.

NOMINATING COMMITTEE – Dennis Butts

Dennis Butts gave the First Reading of the Slate of Officers for FY2022. Nominated to serve as Chair is George Lovett. Nominated to serve as Vice Chair is Cassie Pohl. A second reading and vote will take place at the June meeting.

EXECUTIVE DIRECTOR’S REPORT – Terri Becker

Terri Becker provided staff updates. She said Kim McGuirk, Director of Clinical Services and Evaluation, is leaving the Board at the end of May to head up Children’s Services for Miami County. Beth Adkins, current Director of Education and Prevention, will be stepping into Kim’s role, and Terri will be looking for someone to fill in Beth’s role.

Terri congratulated Steve McEldowney for his 20<sup>th</sup> Anniversary with a plaque.

Terri informed the Board that Rod Austin of Sidney has agreed to rejoin the Board. His appointment is currently in the hands of the Shelby County Commissioners. She said she is working on several new appointments and hopes to have the Board at full or nearly so soon.

She said the budget process is a big project for Board staff and agency staff and thanked all involved for their hard work. Contracts will be sent to agencies once they are signed.

Terri said the emergency authorization for virtual meetings is set to expire at the end of June. Language has been added to the State Biennial Budget bill to extend the authorization to the end of the Calendar Year. There are also groups working on legislation to permit virtual meetings permanently. The June Board meeting will be blended, with a mix of in person and online participants. Committees can continue to meet virtually or blended, as they do not take any binding action.

NEW BUSINESS

George Lovett congratulated Steve McEldowney on his work anniversary milestone.

ADJOURNMENT

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

The next regular Board of Directors’ meeting will be Wednesday June 16 2021 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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Cassie Pohl, Secretary

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Brad Reed