

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

June 15, 2022

BOARD MEMBERS PRESENT

Lou Ann Albers  
Rod Austin  
Velina Bogart  
Dennis Butts  
Marty Hobart  
Terrence Holman  
Terrie Hottle  
Pat Jacomet  
George Lovett  
Mandy Martin  
Cassandra Pohl  
Ann Runner  
Marcy Youtz

BOARD STAFF PRESENT

Beth Adkins  
Terri Becker  
Steve McEldowney  
Brad Reed

GUESTS PRESENT

Jodi Knouff, Family Resource Center of  
Northwest Ohio  
Cynthia Wion, Recovery & Wellness Centers  
of Midwest Ohio

BOARD MEMBERS EXCUSED

Jason Wagner

BOARD MEMBERS ABSENT

The Tri-County Board of Recovery and Mental Health Services met at the Board office in Troy Wednesday, June 15, 2022. Chair George Lovett called the meeting to order at 6:45 p.m.

Board staff member Brad Reed took roll call. Seven Board members attended in person, six remotely via Zoom, and one excused. Four Board staff attended in person, with one guest in person and one guest attending remotely.

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 Rod Austin. Motion carried on voice vote.

The Board reviewed the minutes of the May Board of Directors' meeting. Dennis Butts moved to approve the minutes of the May 18 2022 Board of Directors' meeting as presented, seconded by Pat Jacomet. Motion carried on voice vote.

BOARD GOVERNANCE – George Lovett

Two Board members were recognized at the end of their terms. Marcy Youtz has served on the Board for almost 18 years in total. Her second consecutive term ends June 30. Board Chair George Lovett

thanked Marcy and said she has been an asset to the Board making a positive contribution. Since Marcy was attending virtually, her Certificate of Appreciation will be presented at a later date. Terry Holman's second consecutive term also ends June 30, after seven years on the Board. He was presented a Certificate of Appreciation, and he indicated an interest in being reappointed after a required one-year absence from the Board, if a seat is open.

The Board reviewed Policies numbered 111, 112, 113, 114 and 115, with several updates. Policies 111 Cell Phone and Pager Usage, 112 Business Ethics and Conduct, and 113 Whistleblower Protection were reviewed without changes. Policy 114 Conflicts of Interest updated language to conform with Ohio Revised Code, and to clarify conflicting familial relationships. Policy 115 E-mail, Internet, Mail, Telephone and Board Facilities Usage modified by removing language about monitoring email and internet usage, and changed the language regarding personal phone calls. Dennis Butts moved to accept the revisions to Board policies 111, 112, 114, 114 and 115 as presented, seconded by Terry Holman. Motion carried on voice vote.

## OLD BUSINESS/COMMITTEE REPORTS

### FINANCE COMMITTEE – Terry Holman

Minutes of the May Finance Committee meeting were included in the Board packet for approval. Terry Holman moved to approve the minutes of the May 18 2022 Finance Committee meeting as presented, seconded by Marty Hobart. Motion carried on voice vote.

Financial Statements for May 2022 were included in the Board packet for review. Statements are cumulative and through May are 92% of the way through the fiscal year on a cash basis. FY22 revenue is at 80.8% and expenditures are at 63.5%. Steve McEldowney said the Board has received almost 100% of state funds, with some lag in reimbursed federal funds, since the Ohio Disaster Response Program grant spending and revenue will be less than expected. Terry Holman moved to approve the May 2022 Financial Statements as presented, seconded by Terrie Hottle. Motion carried on voice vote.

Steve McEldowney said the auditors have completed their work and submitted a preliminary report, but it has not been through the state review process. He hopes to have the final audit next month for approval.

Terri Becker gave an update on the Administration & Training Center building progress. She said an agreement has been reached with MetroNet for internet services, and they will likely be the phone service provider as well, pending some additional information. Pricing is comparable to or better than other phone providers researched, with a richer feature set and common hardware with the internet service. Terri also reported progress on the furniture acquisition. We will be able to use state term pricing without going out to bid, and staff will be doing site visits to look at samples.

Terri Becker also reported that while a budget line has been added to the FY2023 budget, the hardware and software markets are unsettled right now, so staff has been looking at servers for the new building. One has been located that is available now, so she asked the Board to allocate an additional \$12,000 in the FY2022 Technology budget so the purchase can be made this fiscal year. Terry Holman moved to approve one-time technology purchases for the new Board offices and Training Center in the amount of \$12,000 to be purchased in FY22, seconded by Velina Bogart. Motion carried on voice vote.

A summary of the revisions to be incorporated into the Board's Allocation Manual were included in the packet for review. Full copies of the manual with the incorporated changes are available through Terri Becker or Steve McEldowney. Steve said the amendments focused around audit requirements. Board Policy 101 had been updated regarding agency audits and the Allocation Manual was changed to

be consistent with the new policy. Terry Holman moved to approve the revisions to the Board's Allocation Manual as presented, seconded by Marty Hobart. Motion carried on voice vote.

Information about the Calendar Year 2023 Budget Commission Packet with Revenue and Expenses was included in the Board packet for review. This is the four-year budget packet that is presented to the county Budget Commission each year to document ongoing need for our levy funds and appropriate funds into County line items for the coming year. The Budget Commission consists of the Auditor, Prosecutor and Treasurer from each of the counties that we serve. A public hearing was held earlier this evening to allow the public to provide any comments and questions about the budget. The packet will be submitted once approved by the Board and then there will be a Budget Commission hearing in August for review of the budget and approval of our levy rates. Steve McEldowney said there is an opportunity in November to modify for 2023 with more accurate budget estimates. The deadline for filing is July 20, which is the same day as the next scheduled Board meeting. Terry Holman moved to approve the Calendar Year 2023 Revenue and Expense budgets as presented, seconded by Rod Austin. Motion carried on voice vote.

Terry Holman reported that inpatient placements to Haven Behavioral Health have increased this year and it is necessary to increase the contract amount. Steve McEldowney asked for a net increase to the contract by \$34,850 for a total FY22 Contract amount of \$234,600. Terry Holman moved to increase the FY22 Contract with Haven Behavioral Health for Inpatient Services by \$34,850 for a total FY22 Contract amount of \$234,600, seconded by Dennis Butts. Motion carried on voice vote.

Terry Holman said an FY22 agency contract revision is required with Family Resource Center of Northwest Ohio Inc., for additional contract services provided as a result of increased billings, with a net increase to the contract by \$28,915 for a total FY22 Contract amount of \$600,000. Terry Holman moved to increase Family Resource Center of Northwest Ohio Inc.'s FY22 contract by \$28,915 for a total FY22 FRC Contract amount of \$600,000, seconded by Cassie Pohl. Motion carried on voice vote.

Terry Holman's term on the Board ends June 30, and with it his role as Chair of Finance Committee. He said Jason Wagner has agreed to Chair the Finance Committee for FY23.

The next Finance Committee meeting will be July 20 2022 at 6:00 PM.

#### PLANNING COMMITTEE – Cassie Pohl

The Planning Committee met Monday June 13 at 6PM at the Board office. There was not a quorum of Board members present, but two Board staff and six guests were in attendance. Discussion and updates were given but no action taken.

Jodi Knouff gave an overview of services provided by Family Resource Centers of Northwest Ohio. FRC is currently providing services in seven counties, including Shelby, Miami and Darke.

Beth Adkins and Terri Becker presented information about the newly formed Mental Health Court in the Miami County Court of Common Pleas. This is a specialty docket that will work with individuals with mental health conditions. This program is an intervention in lieu of conviction. Miami County has a certified Drug Court as well. Darke and Shelby Counties also work with individuals who need treatment even though they don't currently have certified specialty dockets.

Beth Adkins and Terri Becker presented information about the monthly and bi-weekly meetings that take place to provide continuity of care for individuals receiving MAT Services or mental health and/or substance use treatment services in the jail. Beth Adkins is a part of these meetings. Terri Becker discussed how inmates who have in-patient treatment needs have been provided these services via

indigent contract services with private hospitals (provided the state hospital level of treatment is not needed). Recently there was a meeting with OMHAS, Tri County Board and the Miami County Sheriff to discuss how the partnership works to provide a better treatment delivery for the inmates.

A discussion also took place related to the workforce shortages the system is currently facing. Terri Becker asked the agencies to let her know if there were any ideas they had to assist with solving the retention and hiring of behavioral health staff. Dorothy Crusoe with Community Housing presented information about the new recovery home that opened in Greenville and an overview of the recovery housing available with Community Housing. She also provided resources on Recovery Housing including an overview of the Levels of Recovery Housing. She also mentioned a new certification regulation set to go into place.

Minutes of the June 13 meeting were included in the Board packet for review. Cassie Pohl moved to approve the minutes of the June 13 2022 Planning Committee meeting as presented, seconded by Terrie Hottle. Motion carried on voice vote.

#### COMMUNITY RELATIONS COMMITTEE – No Report

The next Community Relations Committee Meeting is scheduled for Monday, July 11, 2022, at 6:00PM at the Board office.

#### NOMINATING COMMITTEE – Dennis Butts

Dennis Butts presented the Second Reading of the FY2023 Slate of Officers. Nominated for Board Chair is George Lovett, and for Vice Chair is Cassie Pohl. Dennis moved to accept the nominations as presented, seconded by Terry Holman. Nominations were closed and FY2023 slate of officers elected by voice vote.

#### EXECUTIVE DIRECTOR’S REPORT – Terri Becker

Terri Becker provided an update on work around revisions to ORC 340 which authorizes and prescribes structure, function and duties of ADAMH Boards. She said changes are ongoing. A Senate version has been introduced and Boards will be asked to pass resolutions of support.

Terri said the Board Association (OACBHA) has received a grant to help Boards develop Health Equity plans. Board staff has met with a consultant to develop a proposal to help us put together a plan to reach populations underserved or which have difficulty accessing services.

Terri also reported that Board staff has met with Ascend Innovations regarding access to data and being able to use it for planning purposes. Ascend is affiliated with the Greater Dayton Area Hospital Association and is working with other ADAMH Boards. Terrie Hottle asked about Lexis Nexus and Cassie Pohl said she would reach out to her contact there.

#### NEW BUSINESS

No new business was brought before the Board.

#### ADJOURNMENT

There being no further business, George declared the meeting adjourned at 7:26 p.m.

The next regular Board of Directors meeting will be Wednesday July 20 2022 at 6:45 p.m. at the Board office.

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George Lovett, Chairperson

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Cassie Pohl, Secretary

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Brad Reed