

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

November 16, 2022

BOARD MEMBERS PRESENT

Lou Ann Albers
Rod Austin
Velina Bogart
Dennis Butts
Jerry Herbe
Marty Hobart
Terrie Hottle
George Lovett
Mandy Martin
Cassandra Pohl
Ann Runner
Jason Wagner

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
Doug Metcalfe, SafeHaven Inc.

BOARD MEMBERS EXCUSED

Pat Jacomet

BOARD MEMBERS ABSENT

The Tri-County Board of Recovery and Mental Health Services met at the Board Administration & Training Center in Troy Wednesday, November 16, 2022. Chair George Lovett called the meeting to order at 6:45 p.m.

Board staff member Brad Reed took roll call. Twelve Board members attended, with one Board members excused. Four Board staff and three guests were present.

APPOINTMENT OF SECRETARY

Ann Runner 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. The agenda was revised to remove the reappointment of a Board member. Cassie Pohl moved to approve the agenda as presented, seconded by Velina Bogart. Motion carried on voice vote.

The Board reviewed the minutes of the September Board of Directors' meeting. Dennis Butts moved to approve the minutes of the September 21 2022 Board of Directors' meeting as presented, seconded by Terrie Hottle. Motion carried on voice vote.

BOARD GOVERNANCE – George Lovett/Terri Becker

Terri Becker addressed Board vacancies. She said there is at least one vacancy in each county. One of the designated populations – family member of someone receiving SUS services – needs to be

filled. If any Board member knows someone who fits that category and who would be interested in serving on the Board, please let Terri know.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Jason Wagner

Minutes of the September Finance Committee meeting were included in the Board packet for approval. Jason Wagner moved to approve the minutes of the September 21 2022 Finance Committee meeting as presented, seconded by Dennis Butts. Motion carried on voice vote.

Financial Statements for September and October 2022 were included in the Board packet for review. Statements are cumulative and through October are 33% of the way through the fiscal year on a cash basis. FY23 revenue is at 31.5% and expenditures are at 29.0%. Steve McEldowney said for October revenue, most state line items are at 25% and will be at 50% in November. Levy receipts are close to 50%. Steve said expenses are coming in as expected. Jason Wagner moved to approve the September and October 2022 Financial Statements as presented, seconded by Rod Austin. Motion carried on voice vote.

The report on Final Fiscal Year 2022 Financial Statements was tabled as Federal Fiscal Year figures were included with final Fiscal Year 2022. The matter will be corrected and presented at the January Board meeting.

The List of Transactions for July through September 2022 was included in the Board packet for review. Steve McEldowney noted that the line item called “One” includes one-time expenses related to the move to the new building. Jason Wagner moved to approve the July through September 2022 List of Transactions as presented, seconded by Jerry Herbe. Motion carried on voice vote.

FY22 independent audit information for SafeHaven was included in the Board packet for review. Steve McEldowney said it was a clean audit with no issues with non-compliance. They did receive help with annual depreciation and other minor adjustments corrected by management. Jason Wagner moved to approve the FY22 independent audit of SafeHaven as presented, seconded by Ann Runner. Motion carried on voice vote.

Terri Becker gave an update on the Administration & Training Center building progress, saying “Here we are at last!” She thanked Board members for their patience and support. She said staff will begin moving from the Stouder center Friday, with movers coming Monday and Tuesday. The plan is to reopen for business on Wednesday. With phones to be installed the week after Thanksgiving. The multi-function copier is planned for the week following Thanksgiving as well. She said we have a facility that we can be proud of in which to host trainings and meetings. She noted that Brad and Steve have been working through various frustrations with the contractor and subcontractors. Terri said a big grand opening will be scheduled when all of the systems are operational.

The Board is able to make changes to the budget figures that were prepared in June before they are finalized and entered into the County system for the new calendar year. Changes in revenue have been made based on expected receipt of capital funding. Several expenditure line items have been adjusted based on current spending and projected account utilization as we transition into the new building. Steve said a change in revenue of \$500,000 is due to moving the state capital request for the new building into the next calendar year. Differences in expenses are related to capital expenses related to building furnishings that were allocated but unspent in CY22 to CY23. Changes in Administration expenses are due to increased overtime with the addition of the Greenville recovery home and other staffing issues. Adjustments to the Retirement Payout line item are in anticipation of a longtime staffer retiring early next year. Operations line items are estimates of what gas and electricity expenses will be in the new building,

and Miscellaneous Services is related to cleaning and trash removal. George Lovett asked about the \$50 Other Intergovernmental Billing. Steve said it is a fee to transfer levy funds. Jason Wagner moved to approve the CY2023 Revenue Projection and Appropriations revisions as presented, seconded by Rod Austin. Motion carried on voice vote.

Quarterly Agency Financial Indicators were included in the Board packet for review. Steve McEldowney said having just First Quarter data is not enough to do a trend analysis, and he will continue to monitor.

The next Finance Committee meeting will be January 18 2023 at 6:00 PM.

PLANNING COMMITTEE – Lou Ann Albers

Lou Ann Albers gave a report of the October 3 Planning Committee. Mandy Martin was elected to chair the committee for FY23.

Dorothy Crusoe from Community Housing gave a presentation about Community Housing and the services that agency provides. Copies of the presentation were distributed to the full Board.

Planning Committee members also discussed the following items: the new state Community Assessment and Plan (CAP) process, the Mental Health Fair that was held in Miami County on September 8, the closeout of the Ohio Disaster Response Project Grant (ODRP), the OhioMHAS visit on September 29, and State Opioid Response (SOR) funding. A mini report outlining the benefits to our system from our participation in the ODRP grant was distributed for discussion.

Minutes of the meeting and the mini report on the ODRP project were included in the Board packet for review. Lou Ann moved to approve minutes of the October 3 2022 Planning Committee meeting as presented, seconded by Dennis Butts. Motion carried on voice vote.

The next Planning Committee meeting will be Monday, December 5, 2022 at 6:00 PM.

COMMUNITY RELATIONS COMMITTEE – No Report

The next Community Relations Committee Meeting is scheduled for Monday, January 9, 2023, at 6:00PM at the Board office.

EXECUTIVE DIRECTOR'S REPORT – Terri Becker

Terri said her Executive Director's Report will be a walkthrough of the building. She wished everyone a safe new year, and noted that we will have a new staff member starting on Monday.

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

There being no further business, Board Chair George Lovett declared the meeting adjourned at 7:16 p.m.

George Lovett, Chairperson

Ann Runner, Secretary

Brad Reed