

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

April 19, 2023

BOARD MEMBERS PRESENT

Lou Ann Albers
Rod Austin
Dennis Butts
Marty Hobart
Pat Jacomet
George Lovett
Mandy Martin
Cassandra Pohl
Ann Runner
Jason Wagner
Chuck Wirick

BOARD STAFF PRESENT

Beth Adkins
Terri Becker
Steve McEldowney
Brad Reed
Julia Rose

GUESTS PRESENT

Chris Pinkleman, TCN
Michelle Mason, Community Housing
Cynthia Wion, Recovery & Wellness Centers
of Midwest Ohio

BOARD MEMBERS EXCUSED

Velina Bogart
Jerry Herbe
Terrie Hottle

BOARD MEMBERS ABSENT

The Tri-County Board of Recovery and Mental Health Services met at the Board Administration & Training Center in Troy Wednesday, April 19, 2023. Board Chair George Lovett called the meeting to order at 6:45 p.m.

Board staff member Brad Reed took roll call. Eleven Board members attended, with three Board members excused. Five Board staff and three guests were present.

George Lovett administered the Oath of Office to Chuck Wirick. Chuck is Police Chief and resident of Jackson Center in Shelby County. He is appointed by the Shelby County Commissioners effective March 15, 2023, to a term ending March 14, 2027.

APPOINTMENT OF SECRETARY

Jason Wagner 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. Dennis Butts moved to approve the agenda as presented, seconded by Rod Austin. Motion carried on voice vote.

The Board reviewed the minutes of the February Board of Directors' meeting, as the meeting scheduled for March 15 had been canceled. Chuck Wirick moved to approve the minutes of the February 15 2023 Board of Directors' meeting as presented, seconded by Pat Jacomet. Motion carried on voice vote.

BOARD GOVERNANCE – George Lovett/Terri Becker

Proposed revisions to Board Policies numbered 201 through 206 were included in the Board Packet for review. As noted in the Board Packet notes, updates are mainly for clarifying language and updating definitions. Jason Wagner moved to adopt revisions to Board Policies 201 through 206 as presented, seconded by Ann Runner. Motion carried on voice vote.

The Board Packet contained a draft of a Board Resolution recognizing May 2023 as Mental Health Awareness Month. Ann Runner asked what happens when the Board passes the resolution. Director of Community Engagement Brad Reed listed a number of occurrences, including sending the resolution language to the County Commissioners for them to consider adopting their own resolutions, activities such as delivering pens and information to restaurant staffs, and other public events related to Mental Health Awareness Month. Dennis Butts moved to adopt the resolution as presented, seconded by Chuck Wirick. Motion carried on voice vote.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Jason Wagner

Minutes of the February Finance Committee meeting were included in the Board packet for review. Jason Wagner moved to approve the minutes of the February 15 2023 Finance Committee meeting as presented, seconded by Pat Jacomet. Motion carried on voice vote.

Financial Statements for February and March 2023 were included in the Board packet for review. Statements are cumulative and through March are 75% of the way through the fiscal year on a cash basis. FY23 revenue is at 65.1% and expenditures are at 53.3%. Steve McEldowney said through March we are 75 percent through the State Fiscal Year, and the Board just received the Fourth Quarter allocation. He said we have not yet requested the state capital funds or Troy Foundation funds related to the building project, as the building is not fully completed. He said he is looking at the process to draw some of the funds now. Steve said expenses are largely coming in as projected. Jason Wagner moved to approve the February and March 2023 Financial Statements as presented, seconded by Lou Ann Albers. Motion carried on voice vote.

The List of Transactions for January through March 2023 were included in the Board Packet for review. Steve McEldowney said Board staff hopes to finalize the One-Time Move expenses by the end of the Fiscal Year. Jason Wagner moved to approve the January through March 2023 List of Transactions as presented, seconded by Rod Austin. Motion carried on voice vote.

FY22 independent audit information for Family Resource Center of Northwest Ohio Inc. was included in the Board packet for review. The audit was conducted by Clark Schaefer Hackett. Steve McEldowney said it was a clean audit, with no findings or weaknesses. Some misstatements were noted that were not material and were corrected by management. Jason Wagner moved to approve the FY22 independent audit for Family Resource Center of Northwest Ohio Inc. as presented, seconded by Chuck Wirick. Motion carried on voice vote.

Steve McEldowney said James G. Zupka, CPA Inc. has begun work on the Board's Calendar Year 2022 audit as the auditors have requested information from staff. Some Board members may receive communication from the auditor as they complete the required testing and field work.

Terri Becker gave an update on the Administration & Training Center project. She said we still do not have the network switches and the General Contractor is unsure if the Subcontractor can get them.

They have asked Board staff to look for alternate sources. Given that it has been a full year since the switches were ordered and almost three years since they were spec'ed in the bid documents, staff is trying to determine whether the part numbers are still current. Terri said work continues on the outdoors and some corrections are being made such as to door closers and hardware.

Steve McEldowney provided an update on Board liability insurance. The Board had directed staff to add cyber risk coverage for directors and officers, and also to look into the cost of increasing the coverage from \$3 million to \$5 million. Steve McEldowney said the cost of increasing to the \$5 million would have been a 37 percent premium increase, and the deductible would have increased as well. The decision was made to stay with the \$3 million coverage and add the cyber risk coverage, and to evaluate whether to increase coverage in the future. Related to cybersecurity, Terri Becker said Information Services Manager Conner Lewis had purchased a phishing and spam monitoring and training product called KnowB4 to help increase awareness among staff and help them report potential malware attempts.

The Board has not transferred allocated funding to the Levy Campaign Reserve for this year. Up to \$7,500 is allocated for this year to transfer into the reserve to continue building the balance for the next campaign. Based on the actual cost of the last campaign and the balance of funds remaining after the campaign, staff recommends moving \$5,000 to the reserve for this year. Moving funds into and out of the reserve requires Board action. George Lovett explained for new Board members that unlike most public entities, ADAMH Boards are permitted to pay for and conduct their own levy campaigns. Jason Wagner moved to transfer \$5,000 to the Levy Campaign Reserve Fund, seconded by Ann Runner. Motion carried on voice vote.

An administrative budget revision is needed for multiple line items and was included in the Online Board Packet as well as distributed at the meeting. The total increase for all the line items listed is \$68,468. Steve McEldowney said that the three-month overlap with Conner replacing Jerry Hill, plus one Community Housing staff coming over to Tri-County Board staff, necessitates an increase in salaries and fringes. The Board also paid for internet service at both the previous location and the current one for a couple of months, and staff are still trying to project utility costs. Pat Jacomet asked about shopping for utility rates, as there will be a significant increase in June if rates are not locked in. Pat will provide contact information. Jason moved to increase the FY23 Administrative Budget by \$68,468 to a total revised budget amount of \$1,113,343 as presented, seconded by Lou Ann Albers. Motion carried on voice vote.

Steve McEldowney said budget packets were sent out to the agencies last week. We do not have allocation information from the State yet but will be making projections so that we can get figures out to the agencies for planning purposes. Steve said based on flat funding staff is looking at proposals to add hours, make a more robust mobile MAT program, and some need property maintenance with Community Housing. Preliminary figures are due back May 2. Contracts and budgets will be on the Board's agenda for approval in May. As the final figures become available we will be able to adjust contracts if necessary. Terri Becker said it is vital to have quorum at the May meeting so that contracts can be approved.

Terri Becker reported that Board staff are continuing to meet with Ascend Communication, a group associated with GDAHA – the Greater Dayton Area Hospital Association – to discuss how Ascend can help with data acquisition, analysis and reporting. Ascend has contracts with most area hospitals for patient data, such as emergency department visits related to suicide ideation, that could help the Board with the OMHAS Community Assessment and Plan (CAP), and the Board's Strategic Plan. She said the challenge is with Medicaid data. The Board can only get data that the Board pays for. In response to questions from Board members, Terri said efforts are happening at the state level to try to gain access to Medicaid data. Discussions will continue with Ascend as staff assesses whether an agreement with them would be beneficial.

The next Finance Committee meeting will be May 17 2023 at 6:00 PM.

PLANNING COMMITTEE – Mandy Martin

Minutes of the April 10, 2023 were distributed in the online Board packet for review.

Mandy Martin reported that Doug Metcalfe, Executive Director of Safehaven gave a presentation about Safehaven and the services they provide. Safehaven is a peer support organization with locations in Darke, Miami and Shelby counties. Tri-County Board staff informed the Committee about efforts to collect information about prevention services currently provided in all three counties to identify any gaps and aid with planning. Beth Adkins presented to the Committee an overview of the Tri-County Board's CEU Training program, which was placed on hold due to COVID and is going to be started again. The Tri-County Board will reestablish Provider Status with the CEUs for the Counselor, Social Work and Marriage & Family Therapist Board. Topics of previous trainings were discussed and new training ideas were suggested. Beth reviewed other trainings the Board is currently providing. A list of trainings was distributed to Board members at the meeting.

Mandy moved to approve the minutes of the April 10 2023 Planning Committee as presented, seconded by Lou Ann Albers. Motion carried on voice vote.

The next Planning Committee meeting is scheduled for Monday, June 12, 2023 at 6:00 PM at the Administration & Training Center.

COMMUNITY RELATIONS COMMITTEE – No Report

The next Community Relations Committee Meeting is scheduled for Monday, May 8, 2023, at 6:00PM at the Administration & Training Center.

EXECUTIVE DIRECTOR'S REPORT – Terri Becker

Terri said the OhioMHAS Community Assessment and Plan has been submitted, but received word recently that OMHAS staff has reviewed about half of the plans, and they may not be completed until the end of May. She said she does not want to wait any longer to get started with the Board's Three-Year Strategic Plan.

Terri said the State Biennial Budget as introduced was essentially flat, with an increase for group home operators. She said that increase has since been removed. Group homes are closing and it is increasingly difficult to find placement. The budget proposes a 10 percent increase in Medicaid reimbursement rates, but providers are asking for 20 percent. Medicaid rates for most mental health services have not changed in many years.

Terri said a bill has been introduced in the Senate to update Ohio Revised Code 340, which governs ADAMH boards. OACBHA expects there will be opposition to the bill as it works its way through the General Assembly.

Terri announced that longtime Board staffer Jerry Hill has retired after 28 years of service. Replacing Jerry in the IT department is Conner Lewis, who comes to the Board from the Montgomery County Court system. Conner has been on staff for about three months to ease the transition.

Terri congratulated Julia Rose, Coordinator of Prevention, Education and Training, for being named Member of the Year for exemplary contributions to the Ohio Prevention Professionals Association.

Terri reminded the Board that the May meeting is critical that we have quorum due to budgets and contracts approvals.

NEW BUSINESS

No new business what brought before the Board.

ADJOURNMENT

There being no further business, George Lovett declared the meeting adjourned at 7:47 p.m.

The next Full Board meeting will be May 17 2023 at 6:45 PM.

George Lovett, Vice Chairperson

Jason Wagner, Secretary

Brad Reed