

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

November 15, 2023

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Dennis Butts
Joe Gebhart
Jerry Herbe
Terrie Hottle
Jason Wagner

BOARD MEMBERS EXCUSED

Marty Hobart
Chuck Wirick

BOARD MEMBERS ABSENT

Ann Runner

BOARD STAFF PRESENT

Terri Becker
Steve McEldowney
Brad Reed

GUESTS PRESENT

Amy Bracken, Family Resource Center of
Northwest Ohio
Chris Pinkleman, TCN
Cynthia Wion, Recovery & Wellness Centers
of Midwest Ohio

The Tri-County Board of Recovery and Mental Health Services met at the Board Administration & Training Center in Troy Wednesday, November 15, 2023. Board Chair Dennis Butts called the meeting to order at 6:20 p.m.

Board staff member Brad Reed took roll call. Seven Board members attended, with two Board members excused and one absent. Three Board staff and three guests were present.

APPOINTMENT OF SECRETARY

Joe Gebhart 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. Velina Bogart moved to approve the agenda as presented, seconded by Joe Gebhart. Motion carried on voice vote.

The Board reviewed the minutes of the September Board of Directors' meeting. Jason Wagner moved to approve the minutes of the September 20 2023 Board of Directors' meeting as presented, seconded by Terrie Hottle. Motion carried on voice vote.

BOARD GOVERNANCE

Terri Becker informed the Board that she has submitted applications for two new Board members – one a County Commissioner appointment and one an OhioMHAS appointment. She has also reached out to a third potential member. Rod Austin said he had reached out to a potential member but the person said he cannot do it right now.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Jason Wagner

Minutes of the September Finance Committee meeting were included in the Board packet for review. Jason Wagner moved to approve the minutes of the September 20 2023 Finance Committee meeting as presented, seconded by Joe Gebhart. Motion carried on voice vote.

Financial Statements for September and October 2023 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. FY24 revenue is at 41.8% and expenditures are at 24.2%. Jason Wagner moved to accept the Financial Statements as presented, seconded by Jerry Herbe. Motion carried by voice vote.

Final Fiscal Year 2023 Financial Statements reflect revenue collection at 91.4% of projections for the year and expenditures at 68.7% for the year. Some revenue lines were lower due to not receiving the Capital donations until FY24, as well as staffing changes in the Recovery Homes in February. Contract underutilization was lower than anticipated. Capital expenses were part of the lower overall expense percentage. The Board ended FY23 with just over \$9.154 million of which \$3.575 million was designated as Capital Reserve, \$1.5 million as Operating Reserve, \$40,000 as Levy Campaign Reserve, and just over \$4.02 million as Unencumbered. Total Board cash for the year increased by \$307,477. Year-end payroll accruals are included on the statements as well. Jason Wagner moved to approve the Final Fiscal Year 2023 Financial Statements as presented, seconded by Terrie Hottle. Motion carried on voice vote.

The List of Transactions July-September 2023 was included in the Board Packet for review. Jason Wagner moved to approve the July through September 2023 List of Transactions as presented, seconded by Rod Austin. Motion carried on voice vote.

Steve McEldowney said the Board's CY2022 audit was approved by the State Auditor's office and was released on September 26. It is clean audit. The audit summary was included in the mailout for the Board Meeting. The full audit has been posted on the Auditor of State's website and will be posted on the Board's website. A hard copy is available as well if anyone would like a full copy. Terri Becker commended the staff for the good audit. Jason Wagner moved to approve the Board's Calendar Year 2022 audit as presented, seconded by Velina Bogart. Motion carried on voice vote.

Terri Becker gave an update on the building project. Terri said the remaining equipment has been installed, and the contractors are working out details with staff. Staff still needs training on the new systems, and the contractor is completing the warranty items.

Terri said that staff continues to look for suitable properties for the ARPA crisis services project. She said there may be some potential at Dorothy Love Retirement Community in Sidney. She advised the Board that it may be necessary to call a special meeting in December if action is needed before the January meeting.

Steve McEldowney said several Fiscal Year 2024 Budget Line Items need to be adjusted. Line 1.5 Unemployment Compensation will need to be adjusted as we do not budget an amount in this line and we were notified in October of a filing that we are disputing but were charged \$2,331.70. If we are successful in the dispute we are to be refunded the amount. Line 7.3 Computer/Software will need to be adjusted as we purchased a new server as well as a new firewall which are larger expenses that were not originally included in the budget. We would like to add \$10,000 to line item 7.3. The last revision is in 8.5 Other – Annual Meeting and is a name change only. Instead of Annual Meeting we want to change it to read Board/Committee/Annual Meeting to be more inclusive. Jason Wagner moved to approve increasing the FY24 Line Item 1.5 by \$2,331.70 to a total budget amount of \$2,331.70 and to approve

increasing the FY24 Line Item 7.3 by \$10,000 to a total budget amount of \$28,500, and to include Board/Committee to the Annual Meeting expense line budget, seconded by Joe Gebhart. Motion carried on voice vote.

Jason Wagner reported that 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 well. Jason moved to approve the Calendar Year 2024 Revenue Projection and Appropriations revisions as presented, seconded by Rod Austin. Motion carried on voice vote.

Quarterly Agency Financial Indicators were included in the mail out for review.

The next Finance Committee meeting will be Tuesday January 16 2024 at 11:30 PM. Please note the new day and time.

PLANNING COMMITTEE – No Report

The next Planning Committee meeting is to be determined.

COMMUNITY RELATIONS COMMITTEE – No Report

The next Community Relations Committee is to be determined.

EXECUTIVE DIRECTOR'S REPORT – Terri Becker

Terri Becker reported that Board staffer Julia Rose had her baby October 22. Everyone is doing well and we look forward to Julia returning to the office after the first of the year.

Terri directed the Board's attention to a handout from Ascend Innovations. She said the workshop with staff went very well. It was focused around the Board's Strategic Plan. Ascend is scheduled to present findings to staff December 14. The initial focus is on what data we really need so we know what to ask the agencies to provide.

Terri noted that Planning and Community Relations Committee meetings will be re-established based on the new Board meeting schedule and the input from the Board meeting surveys.

Terri said the summary document she presented for the Board's 2020-2022 Strategic Plan is posted to the website.

The 23rd Crisis Intervention Team Academy for Law Enforcement Professionals will be held in the Training Center in December.

Terri reported that the Annual Meeting and Art of Recovery reception and Open House went well. Miami County Common Pleas Court Judge Stacy Wall was named the Geraldine B. Nelson Advocacy Award winner for her work establishing Mental Health Court.

NEW BUSINESS

No new business what brought before the Board.

ADJOURNMENT

There being no further business, Rod Austin moved to adjourn at 6:39 p.m., seconded by Jerry Herbe. Following adjournment, the Board heard a State-of-the-State presentation by Liz Heinrich, Associate CEO of the Ohio Association of County Behavioral Health Authorities for the Annual Board training.

The next Full Board meeting will be Tuesday January 16 2024 at Noon.

Dennis Butts, Chairperson

Joe Gebhart, Secretary

Brad Reed