

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

February 20, 2024

BOARD MEMBERS PRESENT

Rod Austin
Chad Beanblossom
Velina Bogart
Dennis Butts
Jerry Herbe
Marty Hobart
Emily Hoisington
Terrie Hottle
Jim McNerney
Jason Wagner
Chuck Wirick
Ann Runner

BOARD STAFF PRESENT

Terri Becker
Beth Buchanan
Steve McEldowney
Brad Reed

GUESTS PRESENT

Leslie Gardner, Haven
Michelle Mason, Community Housing
Doug Metcalfe, SafeHaven Inc.
Chris Pinkleman, TCN
Cynthia Wion, Recovery & Wellness Centers
of Midwest Ohio

BOARD MEMBERS EXCUSED

Joe Gebhart

BOARD MEMBERS ABSENT

The Tri-County Board of Recovery and Mental Health Services met at the Board Administration & Training Center in Troy Tuesday, February 20, 2024. Board Chair Dennis Butts called the meeting to order at 12:05 PM.

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

Terri Becker introduced new Board member Chad Beanblossom, appointed by the Darke County Commissioners to a term ending June 30 2027. Chad is Vice President of College Operations at Edison State Community College and is a resident of Arcanum. Board Chair Dennis Butts administered the Oath of Office.

Dennis Butts was also appointed to a second consecutive term by the Darke County Commissioners, with a term ending June 30, 2027.

APPOINTMENT OF SECRETARY

Terrie Hottle agreed to be appointed secretary to attest to the Board meeting minutes for the February meeting.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETINGS

The Board reviewed the agenda. Velina Bogart moved to approve the agenda as presented, seconded by Emily Hoisington. Motion carried on voice vote.

The Board reviewed the minutes of the January Board of Directors' meeting. Ann Runner moved to approve the minutes of the January 16 2024 Board of Directors' meeting as presented, seconded by Chuck Wirick. Motion carried on voice vote.

BOARD GOVERNANCE – Dennis Butts/Terri Becker

Terri Becker presented draft revisions to Board Policies #300-304. A summary of proposed revisions and the marked-up policies were included in the Board packet for review. Most were language conformity and clarification changes. Policy 302 Employment Categories raised questions about whether holidays are prorated for part-time employees. It was recommended that Policy 302 not be approved pending revisions. Ann Runner moved to approve Policies 300, 301, 303 and 304 as presented, seconded by Terrie Hottle. Motion carried on voice vote.

Terri Becker called the Board's attention to the Annual Report to the Community for FY2023. Copies of the Annual Report were distributed at the meeting and are posted to the Board's website. Final production of the report was delayed by about two months as Board staff had been attempting to get data on the 988 suicide and crisis calls, but were unable to do so.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Jason Wagner

Minutes of the January Finance Committee meeting were included in the Board packet for review. Jason Wagner moved to approve the minutes of the January 16 2024 Finance Committee meeting as presented, seconded by Marty Hobart. Motion carried on voice vote.

Financial Statements for January 2024 were included in the Board packet for review. Statements are cumulative and through January are 58% of the way through the Fiscal Year on a cash basis. FY24 revenue is at 62.9% and expenditures are at 40.3%. Steve McEldowney said most of the State revenue lines are at 75%. The expenses include the Medicaid adjustment but it was applied later than expected so Expenditures are tracking a little lower than expected. Jason Wagner moved to accept the January 2024 Financial Statements as presented, seconded by Velina Bogart. Motion carried by voice vote.

FY23 independent audit information for SafeHaven Inc., TCN Behavioral Health Services, Inc., Community Housing of Darke, Miami & Shelby Counties, and Darke County Recovery Services DBA Recovery & Wellness Centers of Midwest Ohio was included the Board packet for review. Steve McEldowney commended the agencies for clean audits. SafeHaven and Community Housing were regular audits, with a few statements of changes made by management. The audits for TCN and RWC are in depth, as they have major federally-funded programs. All the financial statements presented fairly, and financials for the agencies are included in the Board packet. Jason Wagner moved to approve the FY23 independent audits of SafeHaven Inc., TCN Behavioral Health Services, Inc., Community Housing of Darke, Miami & Shelby Counties, and Darke County Recovery Services DBA Recovery & Wellness Centers of Midwest Ohio as presented, seconded by Jim McNerney. Motion carried on voice vote.

Terri Becker gave an update on the building project. She said she is in the process of releasing the retainage still being held pending completion of a few items. Subcontractors have been on site to address a few remaining IT issues. There was some concern with the condition of the air handlers after one year in service. The subcontractor will clean the air handler unit and will extend the warranty.

Terri expressed some frustration with the ARPA grant, in that the rules seem to keep changing. She said that seems to be worked out and feels like the project is back on track. She said the grant funds

can be moved from capital to operations, which eases up many of the restrictions that make the project difficult.

Jason Wagner reported that an FY24 agency contract revision is needed with Community Housing of Darke, Miami & Shelby Counties Inc., for additional large maintenance improvement to Tri-County owned properties as well as increased cost associated with group home placements. A budget revision is necessary to add \$85,000 to the FY24 contract for CHI. Steve McEldowney said CHI is planning some additional large projects this Fiscal Year such as roof, window and door replacements for Board-owned properties. In addition, group home placements have increased and costs are more than the Board had put in the FY24 contract. Increasing the line items will help with placements. Jason Wagner moved to approve increasing Community Housing of Darke, Miami & Shelby Counties Inc. FY24 contract by \$85,000 for a total FY24 Contract amount of \$825,000, seconded by Rod Austin. Motion carried on voice vote.

Jason Wagner reported on a need to increase FY24 Youth Led Prevention budget. The minimum spending for youth led prevention activities is \$3,433 and this year there are three requests for youth led prevention funding, one from each county. To grant these requests the Board would need to increase the FY24 budget line by \$2,067 for a total FY24 budget amount of \$5,500. Jason Wagner moved to increase the FY24 Youth Led Prevention line by \$2,067 for a total FY24 budget amount of \$5,500, seconded by Terrie Hottle. Motion carried on voice vote.

Samples of the 120-day notice letters for contract agencies and hospitals were included in the Board packet. The Board approval of the notices assures compliance with Ohio Revised Code. Jason Wagner moved to approve the 120-day notices as presented, seconded by Jerry Herbe. Motion carried on voice vote.

Quarterly Agency Financial Indicators were included in the Board packet for review. Steve McEldowney said one of the contracted agencies has had turnover in the Finance Department, and that agency has not reported. He said the Board should have a better idea of Agency Financial Indicators in Q3.

The next Finance Committee meeting will be Tuesday March 19 2024 at 11:30 AM.

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 said staff will be looking at meeting time availability to get Community Relations and Planning Committees restarted. Board members can expect to hear from Brad Reed and Beth Buchanan.

Terri said she is happy to welcome Chad Beanblossom as a new Board member. She said she has met with a Board prospect from West Milton, and Mandy Martin and Cassie Pohl have both expressed interest in returning to the Board after a required 1-year hiatus.

Terri said Board staff have submitted the first update on the Community Assessment and Plan on the State's new data system. Julia Rose, Beth Buchanan and Terri worked on getting the updates

submitted. We now have the opportunity to review the measures to decide whether those are the measures we want to continue to use going forward.

NEW BUSINESS

No new business was brought before the Board. Dennis thanked all the Board members for their attendance and said it was nice to see the seats filled.

ADJOURNMENT

There being no further business, Velina Bogart moved to adjourn at 12:42 p.m., seconded by Ann Runner.

The next Full Board meeting will be Tuesday March 19 2024 at Noon.

Dennis Butts, Chairperson

Terrie Hottle, Secretary

Brad Reed