

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

March 19, 2008

MEMBERS PRESENT

Terry Christy
Marianne Helmlinger
Jerry Herbe
George Lovett
William Lutz
Dr. Jennifer Shoenfelt
Jason Wagner
Roger Welklin
Wayne Willcox, Chairperson
Marcy Youtz

GUESTS PRESENT

Jane Dockery, CUPA Wright State University
Byron Ewick, MCRC
Lyn McArdle, DCRS
Jim Mieding, Miami County NAMI
Dr. Jim Moore, DCMHC
Ann Moyer, MCMHC
Terry Swartz, Community Housing
Ken Ward, SCCC
Rick Williams, CSS

STAFF PRESENT

Joyce Arnold
Amanda Brown
Terri Becker
Jerry Hill
Jodi Long
Mark McDaniel, Executive Director
Steve McEldowney

The Tri-County Board of Recovery and Mental Health Services met at the Board office on March 19, 2008 for their Board of Directors' meeting. Wayne Willcox called the meeting to order at 6:45 p.m.

Board staff member Amanda Brown took roll call. Ten Board members were present; four were absent. The Board staff and guests introduced themselves and identified the agency or group they represented. A sign-in sheet was available to them for attendance records.

APPOINTMENT OF SECRETARY

Marianne Helmlinger was appointed secretary to attest to the Board meeting minutes.

BOARD GOVERNANCE

Wayne announced that Jason Wagner has been appointed to the Board of Directors by the Darke County Commissioners. George Lovett presented the Oath of Office for Jason Wagner.

Mark provided an update on Board member recruitment. He noted that we have advertised through tri-county area newspapers and Chambers of Commerce newsletters. We have had five inquiries to date, three from Darke County and two from Miami County, resulting in two applications.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING

The Board reviewed the agenda for the evening. George Lovett made a motion to approve the agenda as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

The Board reviewed the minutes of the February 27, 2008 Board of Directors' meeting. Jerry Herbe made a motion to approve the minutes of the February 27, 2008 Board of Directors' meeting as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

STRATEGIC PLAN DISCUSSION

Jane Dockery, Center for Urban and Public Affairs at Wright State University, addressed the Board regarding the Tri-County Board's strategic planning process. Jane provided an overview of the strategic planning process and reported that CUPA has conducted a total of 10 focus groups as well as personal interviews with Commissioners and Judges to gather input for the strategic plan. Jane reported on the six prevailing themes identified in the process. The six strategic issues, or themes, identified are Psychological Assessments, System Alignment, Crisis Mental Health Intervention for Youth, Children in Need of Primary Care, Mental Health Workforce Development, and Community Awareness/Education. Jane reviewed the next steps in the strategic planning process and encouraged input and feedback from the Board regarding the strategic issues.

Mark noted that we have collected a great deal of information in the process so far. He also noted the six themes were mentioned repeatedly throughout the data collection process. Mark acknowledged that additional themes may come up through discussion and planning; however, he cautioned the Board members to remain realistic in our system goals and areas in which we will focus. He also noted we would continue to monitor and review the goals that are ultimately defined in our strategic plan.

OLD BUSINESS:

FINANCE COMMITTEE – George Lovett

George Lovett reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the minutes of the February 2008 Finance Committee meeting. George made a motion to approve the minutes of the February 27, 2008 Finance Committee meeting as presented. Seconded by Terry Christy. Vote taken. Motion carried.

The Board reviewed the Financial Statements from February 2008. George made a motion to approve the February 2008 Financial Statements as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed the Service Reports for January 2008. These reports reflect each agency's status concerning delivery of services reported through January 2008, 58% of the way through the fiscal year.

George reported that the ODADAS Stakeholder Review is complete; however, the Board has not yet received the final report from ODADAS.

George provided an update for the Building Committee that the occupancy permit for the new Darke County SafeHaven site has either been issued or is close to being issued. A move-in date has not been determined at this point. George also noted that the Allen-Auglaize-Hardin County Board has issued a Request for Proposals for a SafeHaven type program in Lima for Allen County. SafeHaven is weighing the options regarding whether or not to bid on the program. Doug is currently on vacation and will update the Board on both matters when he returns.

George reported that it was time for the Board to transfer funds into the Levy Campaign Reserve. George explained that the Board sets aside funds for the levy campaign on an annual basis to be utilized for the levy campaign. George made a motion to transfer \$10,000 of allocated funds to the Levy Campaign Reserve. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

The Board reviewed an FY08 Board Administrative Budget amendment. George explained that due to additional Board employees enrolling in the Board provided health insurance plan, the Board would need to increase the health insurance line item for this fiscal year. After further review, George made a motion to increase the health insurance line item for FY2008 by \$13,000. Seconded by Marcy Youtz. Vote taken. Motion carried.

George provided information regarding the Directors' and Officers' Liability Insurance policy for the Board. He explained the importance of liability insurance and the coverage the policy provides to all Board members. He further explained the provisions of the policy and noted that the Board has just renewed the policy for the next fiscal year.

George provided an update regarding the FY2009 Budget Process. George noted that the budgeting process with the agencies would begin in the near future. He explained that the State Medicaid system is currently undergoing a transformation and we are unsure at this point of how Medicaid match funds will be affected. Mark and Terri will keep the Board notified as they receive the information.

The next Finance Committee meeting will be held on Wednesday, April 16, 2008 at 5:45 p.m. at the Board office.

ALCOHOL AND DRUG/MENTAL HEALTH PLANNING COMMITTEE – Terry Christy

Terry Christy made a motion to approve submission of the SFY2009 Community Plan including the purchase of 1,000 inpatient bed days for FY09 and to authorize the Executive Director and the Board Chairperson to execute the document. Seconded by Marianne Helmlinger. Mark reminded the Board that they reviewed the draft Community Plan Overview at the February Board meeting. Vote taken. Motion carried.

The next meeting of the combined Mental Health and AoD Committee will be held on April 2, 2008 at 6:00 p.m. at the Board office.

STAFF REPORTS:

DIRECTOR'S REPORT – Mark McDaniel

Mark presented the Director's Report to the Board and called attention to several handouts the Board members received. One handout was a one-page document put together by the Board Association regarding suicide prevention in Ohio. The other handout was a notice regarding the newly designed Board website. He noted that the site is more user friendly and contains more information than the previous design. He encouraged the Board members to visit the site and provide feedback by contacting Amanda.

Mark updated the Board on the closing of the Twin Valley State Hospital and the impact to our local system. He noted that the decision to close Twin Valley is almost certainly irreversible. Twin Valley is currently trying to move patients out and shift toward closing the hospital. One major hurdle we will face is transportation to the Toledo hospital, where we have been reassigned. Mark has had the opportunity to talk with ODMH regarding the impact to our local system and the value that Twin Valley provided in our system. Mark acknowledged we would most likely always need to purchase bed days at the State Hospital. Taking into consideration the distance of the Toledo State hospital, our Board will be purchasing 1,000 bed days for our local system, which is a reduction of 750 from previous years. He noted that there is a 250 plus or minus cushion with the purchase of bed days.

Mark mentioned the opportunity we have locally with Upper Valley Medical Center. He noted that UVMC is currently remodeling the ARC unit on their campus to house the adult inpatient unit and Tri-County Crisis Center. Mark has been in conversation with UVMC regarding modifying the construction to restructure four beds into an intensive care unit in the adult facility to accommodate those that may have originally been sent to the State Hospital. A question was raised as to whether there were enough Psychiatrists to accommodate the shift in services. Mark explained that they currently have Psychiatrists to provide the service; however, there may be increases in the number of nurses required. He further explained that this shift would not be an increase in beds, just an adjustment in the milieu of treatment provided. The Board discussed risks and opportunities with shifting dollars from the State Hospital to local services. The Board decided to send a letter to UVMC stating their support for the modification of the UVMC inpatient unit to accommodate the intensive care unit. Terry Christy made a motion to authorize Mark to write a letter of support to UVMC stating the Board would like to remain in conversation with UVMC regarding the modifications to the inpatient unit and will consider purchasing additional inpatient services from UVMC. Seconded by George Lovett. Vote taken. Motion carried.

NEW BUSINESS:

There being no further new business, Terry Christy made a motion to adjourn. Seconded by George Lovett. Vote taken. Motion carried. The Board meeting adjourned at 7:55 p.m. The next scheduled Board of Directors' meeting will be held on Wednesday, April 16, 2008 at 6:45 p.m. at the Board office.

Wayne Willcox
Chairperson

Marianne Helmlinger
Secretary

Amanda Brown