

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

November 19, 2008

BOARD MEMBERS PRESENT

Craig Dusek
Marianne Helmlinger
Jerry Herbe
Kate Ketron
George Lovett
William Lutz
Jason Wagner
Roger Welklin
Wayne Willcox, Chairperson
Ruth Wright

GUESTS PRESENT

Byron Ewick, MCRC
Lyn McArdle, DCRS
Doug Metcalfe, SafeHaven
Jim Mieding, Miami County NAMI
Jim Moore, DCMHC
Terry Swartz, Community Housing
Ken Ward, SCCC

BOARD STAFF PRESENT

Joyce Arnold
Terri Becker
Amanda Brown
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 Wednesday, November 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; six 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

Craig Dusek was appointed secretary to attest to the Board meeting minutes.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING

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

The Board reviewed the minutes of the September 17, 2008 Board of Directors' meeting. Kate Ketron made a motion to approve the minutes of the September 17, 2008 Board of Directors' meeting as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

BOARD GOVERNANCE

Mark McDaniel provided an update regarding Board member recruitment. Mark announced that he has contacted ODMH about switching Dr. Jennifer Shoenfelt from an ODADAS appointee to the ODMH appointed psychiatrist vacancy on the Board. If ODMH approves the appointment of Jennifer to the ODMH psychiatrist slot, Mark would like to have a Darke County resident appointed to the open ODADAS vacancy to provide ODADAS representation from each of the three counties.

The Board reviewed an application from Julie Harmon for Board membership. Julie is a Miami County resident and has a great deal of experience in the behavioral health system. Mark explained that though there is not currently a Board opening for a Miami County Resident, there is a non-voting opening that Julie could fill. After further discussion, Jerry Herbe made a motion to approve Julie Harmon as a non-voting member of the Board. Seconded by George Lovett. Vote taken. Motion carried.

Mark announced that he received the final draft document of our strategic plan from CUPA. The Board reviewed the document and provided comments to Mark. One suggestion made was to create a strategic goal to address Board financial issues. Mark explained that the Board would address finances, in particular the state budget cuts and the impact to our system, in the immediate future and on an ongoing basis rather than as a future strategic goal. Another suggestion made was to clarify the action steps of several goals in the plan. Mark intends to create an action chart to assist in the implementation of the strategic plan. After further discussion, Jerry Herbe made a motion to approve the strategic plan as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

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 September 2008 Finance Committee meeting. George made a motion to approve the minutes of the September 17, 2008 Finance Committee meeting as submitted. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from September and October 2008. George noted that the reports are cumulative and reviewed the report from October, which is 33% of the way through the fiscal year. George noted that the ODADAS line items in the October Financial Statements are already at 50%. He explained that this is an immediate reflection of the budget cuts we have received for FY09. After further review, George made a motion to approve the September and October 2008 Financial Statements as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed the Final Financial Statements for Fiscal Year 2008. George called attention to the unencumbered cash balance as of June 30, 2008 and explained the significance of having unencumbered cash reserves. George also mentioned figures regarding state hospital bed days and staff accrued vacation payout. After further explanation, George made a motion to approve the final Financial Statements for FY2008 as presented. Seconded by Jerry Herbe. Vote taken. Motion carried.

The Board reviewed the Service Reports for September 2008. George explained that the reports reflect each agency's status concerning delivery of services reported through September 2008, 25% of the way through the fiscal year, and is a mechanism by which the Board can monitor services provided. George noted that service delivery is on target for this point in the fiscal year.

The Board reviewed the Quarterly List of Transactions from July 2008 – September 2008. George called attention to out-of-county reimbursements and the continuing issue with these expenses. After further review, George made a motion to approve the Quarterly List of Transactions as presented. Seconded by Ruth Wright. Vote taken. Motion carried.

George reported on the MH Medicaid/AoD Non-Medicaid/Title XX reviews. George noted that Board staff has begun the review process and should have reports for the Board in January.

George reported for the Building Committee on the ODMH Capital Grants and noted that funding for capital projects in our system for Shelby and Darke counties is on hold due to the budget situation in Columbus. It is unclear at this time if our system will get any or partial funding for these projects. Mark will keep the Board informed as information becomes available.

The Board reviewed the FY09 Pooled Funding Allocation for Shelby County. George reminded the Board of the special case reviewed at the last Board meeting regarding a child in Shelby County in need of mental health hospitalization. George noted that this particular situation brought to the forefront the need to have a coordinated approach in all three counties when special cases such as these arise. Mark will continue to work with other community partners to establish a protocol for dealing with special cases of children being seen by different systems. After further review, George made a motion to approve the FY09 Pooled Funding Allocation in an amount not to exceed \$15,000 to Shelby County Family and Children First Council. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

George reported that the Finance Committee discussed the creation of an Ad Hoc Committee to review the current budget situation and how it will impact our system.

George reported that Jack Neuenschwander, the current Board Attorney, has informed Mark of his retirement at the end of 2008. As a result, Mark has begun the process of recruiting an Attorney to replace Jack in 2009. George noted that Jack has served as the Board Attorney for many years and has been a wonderful resource for the Board. Wayne expressed his appreciation to Jack on behalf of the Board and suggested that a resolution of appreciation be presented to Jack at the January Board meeting.

George reported that the Board would be participating in the Ohio Association of County Behavioral Health Authorities Culture of Quality Peer Certification process in March 2009. To

prepare for the certification, the Board will need to review and approve Board policies over the next several Board meetings.

The Board reviewed the FY09 Allocation Information that illustrated funding reductions the Board has received so far in 2009.

The Board reviewed the Calendar Year 2009 Revenue/Temporary Appropriations. George noted that the temporary appropriations translate two fiscal years into a calendar year and are necessary for multiple reasons - 1) to have purchase orders in place at the beginning of 2009 and 2) to meet auditing requirements for the County and State. George made a motion to approve the Calendar Year 2009 Revenue/Temporary Appropriations as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed funding a Mental Health Court pilot in the Miami County Municipal Court. George noted that the Mental Health Court is being piloted without grant funding. George explained the process of the court and noted that the finance committee discussed providing funds to offset the start up costs of the project. After further discussion, George made a motion to provide one-time funding for the Mental Health Court to the Miami County Mental Health Center in the amount of \$5,000. Seconded by Marianne Helmlinger. A question was raised about what prompted the creation of a Mental Health Court in Miami County. George spoke to the interest of the judges to provide a Mental Health Court program in Miami County. Mark further commented that the success of the Drug Court program in Miami County as well as the success of other Mental Health Court programs in Ohio helped to build interest for a local Mental Health Court program. After further discussion, a vote was taken. Motion carried.

ALCOHOL AND DRUG/MENTAL HEALTH PLANNING COMMITTEE – Ruth Wright

Ruth Wright reported that the Mental Health and Alcohol and Drug Planning Committees met on November 5, 2008 at 6:00 p.m. at the Board office.

Ruth reported on the announcements provided at the meeting including information regarding the Graduate Academy for Community Leadership held at Edison Community College. Ruth noted that funding is available through the Board for Board member training if any Board member is interested in attending. Wayne Willcox has already attended and Marianne Helmlinger is registered to attend the academy in 2009.

Ruth reported that 10 out of 12 behavioral health levies in Ohio passed in the November 2009 election.

Ruth noted a typo in the committee minutes; the figure of \$12.331 on the first page of the minutes should be corrected to \$12,331.

Ruth provided an update on State Hospital utilization. Ruth noted that hospitalization rates have decreased compared to the same time last year for both the State Hospital and UVMC indigent contract. Ruth also noted the reasons for three eject/reject cases from UVMC.

Ruth reported that during the months of September and October 2008, the Board cross-trained over 205 people in six Board sponsored trainings. The trainings included: Cultural Diversity for BH Professionals; Behavioral Health CIT Training; two quarterly Adult Care Facility Trainings; MH/AoD symptom recognition training for the entire Troy Police Department; Advanced Training for CIT officers; and MH/AoD symptom recognition training for the entire Miami County Sheriff's Department.

Ruth noted that the Board is in the process of completing a community needs assessment to complete the combined ODMH and ODADAS Community Plan.

Ruth commented on the success of the Art of Recovery showcase and Annual Dinner and the power of the art displayed. Mark noted that the art is currently being showcased at the Board office and will be on display throughout December.

Ruth noted that the committee discussed the FY08 Annual QA Report. Highlights included data collection, outcomes reporting and dispositions.

Ruth made a motion to approve the minutes of the November 5, 2008 combined meeting of the Mental Health and Alcohol and Drug Planning Committees with the correction noted. Seconded by Roger Welklin. Vote taken. Motion carried.

The next meeting of the Mental Health and Alcohol and Drug Planning Committees will be held on Wednesday, January 7, 2009 at 6:00 p.m.

STAFF REPORTS:

DIRECTOR'S REPORT – Mark McDaniel

Mark presented the Director's Report to the Board and asked if anyone had additional feedback on the Annual Dinner. Wayne commented that he thought the concept was excellent and that the event was well received. He noted that he would like to see the event continue. Mark noted that he received lots of positive feedback as well. Amanda commented that she heard from several of the artists that participated and they were deeply moved by the celebration of recovery and by having their art displayed.

Mark reported that Community Housing received a two-year grant totaling \$131,000 for Homelessness Prevention from the Ohio Department of Development. He noted that this is actually an increase above the grant Community Housing received in the last grant cycle from ODOD.

Mark reported on the status of the state budget and the upcoming impact to our system. He noted that there are actually two issues impacting our system, the first is budget cuts to our system and the second is the philosophical shift taking place at the State level. Mark noted that the cuts received so far this fiscal year have totaled approximately \$250,000. We have been informed that we could expect additional cuts to our system in January. Mark reported that the State Departments were asked to submit their biennium budget for 2010 and 2011. Both ODMH and ODADAS were asked to cut their budget requests by 10% in the first year of the biennium and by 5% in the second year. Therefore, we can anticipate our system allocations will be less in the next biennium.

Mark noted that the philosophical shift happening in the State involves Medicaid. He explained that plans have been revealed to take Medicaid away from the Board system. Consequently, this shift would remove state funding for Medicaid match that comes through the Board. He explained the shift in State funding from Boards that have a minimal Medicaid caseload to those that have a majority of Medicaid caseloads. Our Board area has about a 30% Medicaid caseload and therefore could lose funding to Boards that have a much higher Medicaid caseload. Mark further explained that there are Boards in the State who are completely Medicaid and do not offer additional non-Medicaid services such as housing or additional supportive services. After further explanation, Mark explained that it is unclear as to when this shift will occur and exactly how it will impact our system. He will keep the Board informed as information becomes available.

Taking into consideration the Medicaid shift and the budget cuts expected yet this fiscal year, Mark recommended creating an Ad Hoc committee to address these issues and how it will affect our system. As the Board discussed the purpose of the committee and the work to be done, it was suggested to assign the Executive Committee, made up of chairs of each Board Committee, to take on the task of reviewing the funding reductions to our system and the changes that will take place. It was agreed that the Executive Committee would act in that role yet all Board Members will be invited to attend the meetings. The Board discussed holding an organizational meeting of the Executive Committee in December. Mark will set a date and inform the Board of the meeting date/time.

NEW BUSINESS:

There being no new business, Jerry Herbe 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, January 21, 2009 at 6:45 p.m. at the Board office.

Wayne Willcox
Chairperson

Craig Dusek
Secretary

Amanda Brown