

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

June 17, 2009

BOARD MEMBERS PRESENT

Craig Dusek
Jewell Good
Julie Harmon
Marianne Helmlinger
Jerry Herbe
Kate Ketron
George Lovett, Chairperson
William Lutz
Robert Menz
Ruth Wright
Marcy Youtz

GUESTS PRESENT

Byron Ewick, MCRC
Grant Kerber, Board Attorney
Jim Mieding, Miami County NAMI
Jim Moore, DCMHC
Terry Swartz, Community Housing
Ken Ward, SCCC

BOARD STAFF PRESENT

Joyce Arnold
Terri Becker
Amanda Brown
Norma Hatke
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, June 17, 2009 for their Board of Directors' meeting. George Lovett called the meeting to order at 7:00 p.m.

Board staff member Amanda Brown took roll call. Eleven Board members were present; two 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

Bill Lutz was appointed secretary to attest to the Board meeting minutes.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING

The Board reviewed the revised agenda for the evening. Kate Ketron made a motion to approve the agenda as presented. Seconded by Bob Menz. Vote taken. Motion carried.

The Board reviewed the minutes of the May 20, 2009 Board of Directors' meeting. Bill Lutz made a motion to approve the minutes of the May 20, 2009 Board of Directors' meeting with corrections noted. Seconded by Kate Ketron. Vote taken. George Lovett abstained. Motion carried.

BOARD GOVERNANCE

Mark announced that the Board would be entering into executive session to meet with the Board Attorney regarding pending litigation. A roll call vote was taken to enter into executive session.

Following the executive session, Jerry Herbe made a motion to return to open session. Seconded by Marcy Youtz. Vote taken. Motion carried.

Mark recognized Amanda Brown, Director of Community Resource Development, for 10 years of dedicated service to the citizens of Darke, Miami and Shelby counties as staff of the Tri-County Board of Recovery and Mental Health Services. Amanda began her employment at the Board on June 21, 1999. The Board presented Amanda with a plaque and expressed their appreciation for her service and accomplishments at the Board over the last 10 years.

George announced the resignation of Dr. Jennifer Shoenfelt from the Board of Directors. George explained that due to a recent decision by the Ohio Attorney General, Dr. Shoenfelt remaining on the Board of Director's and acting as a physician in community mental health would present a conflict of interest. A question was raised as to how this would affect the recruitment of other physicians for service on the Board. Mark explained that any physician that works for an entity that receives behavioral health Medicaid in the state of Ohio would be unable to serve on the Board. George made a motion to accept the resignation of Dr. Jennifer Shoenfelt from the Board of Directors. Seconded by Marcy Youtz. Vote taken. Motion carried.

George recognized Ruth Wright for her service on the Board of Directors. He announced that she has served two full terms on the Board and therefore is not eligible for reappointment when her term expires in August. George thanked Ruth for her service on the Board and for her services as Chairperson of the Planning Committee.

Mark announced that Kim Small has been recommended by the Nominating Committee for non-voting membership on the Board. Kim is the Program Director at the YWCA in Piqua and will bring a wealth of marketing and program planning experience to the Board. Kate made a motion to appoint Kim Small as a non-voting member of the Tri-County Board. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

The Board reviewed Policies 201 – 211 and policies 300 – 309. Mark informed the Board that Grant Kerber, the Board Attorney, has reviewed all Board policies and made recommendations for a few minor changes. After further review of the recommended changes, Marcy Youtz made a motion to approve Policies 201 – 211 and Policies 300 – 309 as presented. Seconded by Bob Menz. Vote taken. Motion carried. Mark informed the Board that they would be reviewing and approving Policies 100 – 120 at the July Board meeting.

OLD BUSINESS

FINANCE COMMITTEE – Jerry Herbe

Jerry Herbe reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the minutes of the May 2009 Finance Committee meeting. Jerry made a motion to approve the minutes of the May 20, 2009 Finance Committee meeting as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Financial Statements from May 2009. Jerry made a motion to approve the May 2009 Financial Statements as presented. Seconded by Jewell Good. Vote taken. Motion carried.

The Board reviewed the Service Reports from April 2009. Jerry explained that the report reflects each agency's status concerning delivery of services reported through April 2009, 83% of the way through the fiscal year. Jerry noted that mental health services were at 79% and AoD services were at 106%. Jerry explained that services are reported regardless of the funding source and the overage with AoD services can largely be attributed to the utilization of group counseling.

Jerry reported that the Calendar Year 2008 State Audit is complete. Jerry explained that the Board has signed the representation letter which is executed at the end of the audit and has waived a post audit conference. Pending final review of the audit, the audit should be released and available to review at the next Board meeting.

Jerry reported for the Building Committee that Shelby County Counseling Center has acquired the building for their new site and is working with an architect to develop plans for renovation. It was noted that the ODMH project manager met with Ken and toured the site as well.

The Board reviewed an Executive Director Employment Agreement Amendment. Jerry noted that the amendment to the Executive Director's contract is to withhold the salary increase to reflect the agreement that staff will not receive raises at the beginning of the fiscal year. It was noted that raises to staff would be revisited in January. Jerry made a motion to approve the Executive Director Employment Agreement Amendment as presented. Seconded by Jewell Good. Vote taken. Motion carried.

The Board reviewed FY2010 Contracts and Allocations for Community Housing, Catholic Social Services, the Board Chief Clinical Officer and the Mental Health and Recovery Services Board of Allen, Auglaize and Hardin Counties. After further review and explanation, Jerry made a motion to approve the FY2010 Contracts and Allocations as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

The Board reviewed the FY2009 Reimbursement Mechanism for contracts and allocations. Jerry explained that the tiered method for contract payments was first implemented in FY2002. The mechanism was revised in FY2003 and has remained unchanged since that time. Jerry made a motion to approve the FY2009 Reimbursement Mechanism as presented. Seconded by Jewell Good. Vote taken. Motion carried.

Jerry reported that a public hearing was held prior to the Finance Committee meeting to accept comments regarding the Calendar Year 2010 Budget Commission Packet. The Board reviewed the Budget Commission packet and Jerry explained that the Budget Commission process is required for certification of our three county levy. He also explained that the information included in the packet is on a calendar year basis, not a fiscal year. Jerry made a motion to approve the Calendar Year 2010 Budget Commission Packet as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

PLANNING COMMITTEE

The next meeting of the Planning Committee will be held on Wednesday, September 2, 2009 at 6:00 p.m. at the Board office.

NOMINATING COMMITTEE – Marianne Helmlinger

Marianne Helmlinger presented the final reading of the Slate of Officers for FY2010 listing George Lovett as Chairperson and Marcy Youtz as Vice Chairperson. Jerry Herbe made a motion to approve the FY2010 Slate of Officers as presented. Seconded by Kate Ketron. Vote taken. Motion carried.

STAFF REPORTS

DIRECTOR’S REPORT – Mark McDaniel

Mark presented the Director’s Report to the Board and thanked the Board members for attending the training prior to the full Board meeting. He also thanked Terri Becker and Grant Kerber for presenting the information. He encouraged Board members to continue to ask questions regarding Board finances and ethics as they come up.

Mark provided an update on the state budget situation and provided a document from the Board Association regarding advocating for funding for our system. He encouraged all Board members to contact their local legislators to advocate and provide information about our system. He noted that we are seeing the most difficult budget situation in the history of Ohio. The budget is currently in conference committee and can still be impacted.

NEW BUSINESS

George reminded the Board that the Executive Director’s performance review is coming up. Packets have gone out to all Board members and are due back to George as soon as possible.

George noted that he was unable to attend the Board meeting last month and wanted to comment on the discussion regarding policies affecting Board staff. He noted that he originally questioned the number of sick days allotted to staff members per year, but once he realized that Board staff is not offered temporary disability, he found the sick leave policy to be acceptable. He also noted his strong support of the Board staff and further noted that he finds the Board to have a professional and dedicated staff.

There being no new business, Jerry Herbe made a motion to adjourn. Seconded by Jewell Good. Vote taken. Motion carried. The Board meeting adjourned at 8:00 p.m.

George Lovett, Chairperson

Bill Lutz, Secretary

Amanda Brown