

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

June 16, 2010

BOARD MEMBERS PRESENT

Dennis Butts
Marianne Helmlinger
Jerry Herbe
Kate Ketron
William Lutz
Robert Menz
Jason Wagner
Roger Welklin
Marcy Youtz, Vice Chairperson

BOARD MEMBERS EXCUSED

Craig Dusek
Jewell Good
Julie Harmon
George Lovett
Nancy Sullivan

GUESTS PRESENT

Thom Grim, MCRC
Doug Metcalfe, SafeHaven
Lyn McArdle, DCRS
Jim Moore, DCMHC

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 16, 2010 for their Board of Directors' meeting. Marcy Youtz called the meeting to order at 6:45 p.m.

Board staff member Amanda Brown took roll call. Nine Board members were present; seven were absent. The Board staff and guests introduced themselves and identified the agency or group they represented.

APPOINTMENT OF SECRETARY

Jerry Herbe 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. Bill Lutz made a motion to approve the agenda as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed the minutes of the May 19, 2010 Board of Directors' meeting. Bob Menz made a motion to approve the minutes of the May 19, 2010 Board of Directors' meeting as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

BOARD GOVERNANCE – No Report

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 2010 Finance Committee meeting. Jerry Herbe made a motion to approve the minutes of the May 19, 2010 Finance Committee meeting as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

The Board reviewed the Financial Statements from May 2010, 92% of the way through the fiscal year. Jerry noted that revenue was at 88.4% and expenditures were at 75.8%. After further review, Jerry made a motion to approve the May 2010 Financial Statements as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

The Board reviewed the Service Reports from April 2010. Jerry explained that the report reflects each agency's status concerning delivery of services reported through April 2010, 83% of the way through the fiscal year. Jerry noted that overall service delivery is at 85.1%, mental health services are at 76.4%, and AoD services are at 100.1%.

Jerry reported that the Board's CY2009 audit is still going through the review process. We have not yet been informed of a completion date. Board members will be notified if there will be a post audit when it is complete. Jerry reported that ODADAS would be completing a stakeholder review in July. Jerry noted that the review should take four days and will include a review of some information from FY2004 and current fiscal year.

Jerry reported for the Building Committee that the SCCC capital grant is progressing. He reminded the Board of the groundbreaking ceremony at the new site on June 22 at 10:00 a.m.

Jerry provided an update on Miami County Services Transition and noted that weekly meetings of the transition team continue. He reported that DCMHC has started service provision early in Miami County to get as many cases open as possible before the transition date. Jerry noted that it is anticipated that the overlap would help assure service availability throughout the transition

Jerry noted that as DCMHC moves forward with the transition, they are adding staff, computers, etc. to be ready to go by the June 28, 2010 target date. As DCMHC continues to finalize the transition budget, they have estimated that the remaining transition costs will be approximately \$105,000. That would bring the final transition cost total for DCMHC to \$175,000. Jerry made a motion to approve additional transition funding for DCMHC not to exceed \$105,000. Seconded by Roger Welklin. Vote taken. Motion carried.

The Board reviewed a FY2011 Contracts and Allocations revision for the Forensic Psychiatry Center for Western Ohio. After explanation of the revision, Jerry made a motion to approve a FY2011 contract with the Forensic Psychiatry Center for Western Ohio for a revised amount of \$4,297. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed revisions to the Board Allocation Manual. Jerry explained that the revisions include changes to Chapter II Budgeting Guidelines, Chapter III MACSIS, Chapter IV Reporting Requirements, Chapter V Audit Requirements, Chapter VI Quality Assurance and Chapter VII Attachments. Jerry noted that complete manuals reflecting the approved changes would be available at the next Board meeting. Jerry made a motion to approve the Board Allocation Manual revisions as presented. Seconded by Dennis Butts. Mark explained that the Allocation Manual is a supplement to the Board contracts and contains more detailed information. Vote taken. Motion carried.

The Board reviewed the Calendar Year 2011 Board Commission Packet. Jerry noted that the Budget Commission process is required for certification of our tri-county levy. He also explained that the information included in the packet is on a calendar year basis. Jerry noted that a public hearing was held prior to the Finance Committee meeting to accept comments and questions regarding the Calendar Year 2011 Budget Commission Packet. Jerry noted that a Budget Commission Hearing would be held in August. Mark explained that the Budget Commission consists of the Auditor, Treasurer and Prosecutor for each county. After further review, Jerry made a motion to approve the Calendar Year 2011 Budget Commission Packet as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

The next meeting of the Finance Committee will be held on Wednesday, July 21, 2010 at 5:45 p.m. at the Board office.

PLANNING COMMITTEE – Bill Lutz

Bill Lutz reported that the Planning Committee met on June 2, 2010 at 6:00 p.m. at the Board office.

Bill reported that the committee received an update regarding the transition in services from MCMHC to MCRC and DCMHC. He noted that MCRC is three weeks into the transition for alcohol/drug clients and are seeing a significant increase in intakes up from approximately 70 per month to 150+ per month. The transition of mental health services to DCMHC is moving forward. There will be three DCMHC staff on site on June 7 to begin doing intakes. The intake process is being prioritized to first focus on existing clients who will need to see a psychiatrist at the end of June, then the existing SMD clients, then the existing non-SMD clients, and then new referrals.

Bill reported that the enhanced FMAP extension was stripped out of the current job benefits House bill. He noted that this could essentially lower the federal government's portion of the Medicaid match and could potentially impact our system.

Bill noted that SCCC would be hosting a groundbreaking ceremony for their new building on June 22 at 10:00 a.m.

Bill provided an update on State Hospital bed day usage. Bill noted that we are over our 1,000 bed days that we purchased by 65 bed days. He further explained that the SCUD window remaining is 185; he noted that if we use 185 days in June (approximately six people per day) we would have to pay back over \$100,000 to ODMH. Currently there are four people at NOPH.

Bill noted that the Committee reviewed the Strategic Plan/Strategic Priorities Worksheet for the Consumer Advisory Council. He noted that the committee has until October to present a draft to the full Board. Jodi will make the suggested changes and email to members for review with the hopes of having a final draft ready for approval at the next planning committee meeting in September.

Bill reported that the Committee reviewed the DCRC AoD Independent Peer Review. He noted that DCRC was the first agency to be reviewed since the committee recommended having the reviews completed between local provider agencies.

Bill reported that the Committee reviewed the second quarter QI report. The report highlights included agencies utilizing a triage process, state central pharmacy allocation, and information regarding those admitted to NOPH. Bill noted that there has been a drastic increase in the number of people reporting heroin as their drug of choice; it now represents 7% of the people coming in for treatment. When combined with oxycodon, it is now the third highest drug of choice overall. Bill noted that the Committee discussed adding a sentence or two to the QI report to adequately identify that the length of contact is increasing due to the use of the triage process to ensure the most critical are seen first.

Bill made a motion to approve the minutes of the June 2, 2010 Planning Committee meeting with the corrected meeting date. Seconded by Jerry Herbe. Vote taken. Motion carried.

Bill made a motion to approve the FY2010 Independent Peer Review of Darke County Recovery Services as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

Bill made a motion to approve the second quarter QI report with identified changes as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

The next meeting of the Planning Committee will be held on Wednesday, September 1, 2010 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 FY2011 listing George Lovett as Chairperson and Marcy Youtz as Vice Chairperson. Marianne made a motion to accept the Slate of Officers for FY2011 as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

EXECUTIVE SESSION – Marcy Youtz

Marcy Youtz announced that the Board would enter into executive session. Bill Lutz made a motion to enter into executive session with the Executive Director to discuss the purchase of property. Seconded by Marianne Helmlinger. A roll call vote was taken. Motion carried. The Board entered into executive session.

Following the executive session, Jason Wagner made a motion to return to open session. Seconded by Kate Ketron. A roll call vote was taken. Motion carried.

STAFF REPORTS

DIRECTOR'S REPORT – Mark McDaniel

Mark presented the Director's Report to the Board. He explained the enhanced FMAP and noted that the Senate did a straw-pole vote and it did not pass. He noted that decisions made around

the enhanced FMAP would affect our budget so he will keep the Board informed as information becomes available.

Mark announced that one of the Boards in the state, Franklin County, has taken a position that will cap the amount of levy funding they spend for Medicaid match. The Franklin County Board voted to amend their Community Plan to ODMH stating such. Mark noted that Medicaid match is a huge problem for all Boards in our system. He also noted that it is yet to be seen how ODMH will respond to Franklin County, but Mark anticipates that they will reject that plan which could result in a lawsuit. Mark will keep the Board posted as information is available.

NEW BUSINESS

There being no new business, Bill Lutz made a motion to adjourn at 8:33 p.m. Seconded by Dennis Butts. Vote taken. Motion carried. The next Board of Directors' meeting will be held on Wednesday, July 21, 2010 at 6:45 p.m. at the Board office.

Marcy Youtz, Vice Chairperson

Jerry Herbe, Secretary

Amanda Brown