

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

July 17, 2013

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Dennis Butts
Marianne Helmlinger
Kate Ketron
George Lovett
Bob Menz
Jason Wagner

BOARD MEMBERS EXCUSED

Craig Dusek
Roger Welklin

GUESTS PRESENT

Jacqueline Allen, The MHC in Miami Co.
Dorothy Crusoe, Community Housing
Anthony Donisi, DCRS
Thom Grim, MCRC

BOARD STAFF PRESENT

Norma Barhorst
Terri Becker
Jerry Hill
Jodi Long
Mark McDaniel, Executive Director
Kim McGuirk

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, July 17, 2013 for their Board of Directors' meeting. Jason Wagner called the meeting to order at 6:45 p.m.

Board staff member Jodi Long took roll call. Eight Board members were present; two were absent. The Board staff and guests introduced themselves and identified the agency or group they represented.

APPOINTMENT OF SECRETARY

Dennis Butts was appointed secretary to attest to the Board meeting minutes for tonight's meeting.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING

The Board reviewed the agenda for the evening. George Lovett made a motion to approve the corrected agenda. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the minutes of the June Board of Directors' meeting. George Lovett made a motion to approve the minutes of the June 19, 2013 Board of Directors' meeting as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

BOARD GOVERNANCE – Mark McDaniel

Mark announced that George Lovett's term is ending August 30 after ten years and this will be his last meeting. During his tenure, George served as Finance Chair for many years, Board Vice-Chair for number of years, and Board Chair for three years. George has been extremely committed and positive for our Board. Mark and the Board thanked George for his hard work and commitment.

George gave the oath of office to Marianne Helmlinger, new Board member from Shelby County.

Jason shared a resignation letter from Julie Harmon. Her personal situation has changed and she is no longer able to regularly attend our meetings. George Lovett made a motion to accept the resignation of Julie Harmon from the Board of Directors. Seconded by Bob Menz. Motion carried.

OLD BUSINESS

FINANCE COMMITTEE – Dennis Butts

Dennis Butts reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the finance committee minutes from the June committee meeting. Dennis made a motion to approve the minutes from the June 19, 2013 Finance Committee meeting as presented. Seconded by George Lovett. Vote taken. Motion carried.

The Board reviewed the Financial Statements from June 2013, 100% of the way through the fiscal year on a cash basis. Dennis reported that revenue is at 93.9% and expenditures are at 80.2%. Staff will be working to close out the fiscal year over the coming weeks and final FY13 Financial Statements will be prepared once the remaining transactions have been processed. He also noted that the delay in Federal AoD funding is being addressed. Dennis made a motion to approve the June 2013 Financial Statements as presented. Seconded by Kate Ketrone. Vote taken. Motion carried.

The Board reviewed the Service Reports through May 2013, 92% of the way through the fiscal year. Services reported are at 94.6% overall with MH Services reporting at 91.3% of projections and AoD services reporting at 99.6% of projections.

The Board reviewed the List of Transactions for April-June 2013. Dennis provided additional information on Medicaid processing, noting the lower numbers in the report due to Medicaid processing elevation to the State. Dennis made a motion to approve the April through June 2013 List of Transactions as presented. Seconded by Rod Austin. Vote taken. Motion carried.

Dennis informed the Board that there has been no word since last month on the completion of the CY12 state audit although the auditors did request some additional information. Terri provided additional information on the requested information and reported that the audit should be completed soon.

Dennis provided an update on agency monitoring for Shelby County Counseling Center. The agency did not submit any data in time to be included in the report for this evening.

Mark provided an update on the Building Project. Mark shared information from the report that was received from Cozatt Engineering, the firm that has been doing the studies on the property related to the building feasibility. The report indicates that the proposed site improvements are acceptable. Next

week Mark, the architect, and the engineer will be meeting with the County Engineer and County Zoning to discuss next steps for the project.

The Board discussed FY14 Hot Spot funding. Allocations have not been received for FY14 from the new State department. We are expecting the funding to be the same as FY13 but do not have figures yet. Some of the funding is going toward continuing the increase in Med/Somatic services. In addition, we need to purchase some bed days at Rescue Crisis in Toledo for adolescents as we have already had a youth in need of the service. We can allocate the remainder of the funding after we receive final allocations. In order to fund Rescue Crisis Services for the year, staff estimates that the cost will be \$42,000. This is a program up to thirty days of services for some of our very difficult kids. Dennis made a motion to approve a FY14 contract for services with Rescue Crisis in the amount of \$42,000. Seconded by Marianne Helmlinger. After further expansion and information provided by Mark and Jodi about the program, funding, and services provided; vote taken. Motion carried.

Mark shared information on Mental Health First Aid. The Board Association is going to be bringing in individuals to provide Train the Trainer Mental Health First Aid Training. We have requested slots and hope to be able to send a team from each agency to receive this training. Depending on the number of slots that we receive from the Board Association, we may need to fund additional slots to make sure that all of our agencies are able to receive this valuable training. Mark will have more information to share once we know how many no-cost slots we will have and how many total slots we might need to get our agencies trained.

The next Finance Committee Meeting will be September 18th at 5:45 before the full Board meeting.

PLANNING COMMITTEE – Jason Wagner

The next Planning Committee meeting will be on September 4 at 5:30 PM at the Board offices.

DIRECTOR'S REPORT – Mark McDaniel

Mark shared a summary of the State budget that was just approved. In most areas, we were flat funded. There was additional \$50 million added to funding for behavioral health in each of the two years of the biennium. Five million comes off the top of this allocation to fund earmarks for opiate services and medication assisted treatment projects. Mark further cautioned that this will not mean a huge amount of funding for our Board area as 60% of the non-earmarked funding in that allocation will go to Boards that have been determined to be under State-funded and our Board is not one of those Boards. We will receive a portion of the remaining 40% but we will not know what that means to us financially until we receive the allocations.

There is a change in tax policy that will affect our future levies. Any new or replacement levies will not include the 12.5% property tax reduction for taxpayers. Renewals will not be affected.

Other highlights include the inclusion of sober living facilities in capital language. This is a result of the two departments combining. The option to reduce ADAMHS Boards to fourteen members, as we have discussed, is included. Mark is recommending that our board stay at eighteen members because the math just does not work for our Tri-County system in trying to reduce to fourteen. If we want to stay at eighteen members, we do not have to take any action. The AoD Standing Committee requirement and the Psychiatrist requirement are both eliminated. Boards are

now able to include Board training as part of a regularly scheduled meeting. Boards can no longer be required to provide services for clients as part of hospital discharge plans that are not included in the Board's state plan and budget. Finally, health departments are now required to complete a comprehensive community health assessment for the county every other year and are to collaborate with behavioral health providers in the process. This will give us data that we can use in our planning.

Mark shared our new setup for fairs in the back of the room. This year it will be more of a walkthrough. The display includes the new racks and brochures that we purchased at the end of the fiscal year with gambling funding.

EXECUTIVE SESSION – Jason Wagner

Jason Wagner made a motion to enter into executive session to discuss the Executive Director's performance review and compensation. The executive session will include all Board members as well as the Executive Director. 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. A roll call vote was taken. Motion carried. The board returned to open session.

Jason Wagner made a motion to accept the Executive Director's performance review, provide a 4% salary increase effective August 3, 2013 and combine the compensation package including the phone and auto allowance into the salary effective January 1, 2014. The employment agreement will be amended appropriately prior to that date. Seconded by Velina Bogart. Vote taken. Motion carried.

NEW BUSINESS

There being no additional new business, Bob Menz made a motion to adjourn. Seconded by George Lovett. Vote taken. Motion carried.

The next regularly scheduled Board of Directors' meeting will be held on Wednesday, September 18, 2013 at 6:45 p.m. at the Board office.

Jason Wagner, Chairperson

Dennis Butts, Secretary

Terri Becker