

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

November 19, 2014

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Dennis Butts
Tom DeVault
Fawn Green
Marianne Helmlinger
Jerry Herbe
Vicki Hornbeck
George Lovett
Jason Wagner
Roger Welkin
Marcia Youtz Henning

BOARD STAFF PRESENT

Terri Becker
Dorothy Crusoe
Norma Frock
Jerry Hill
Jodi Long
Mark McDaniel
Steve McEldowney
Kim McGuirk
Brad Reed

BOARD MEMBERS EXCUSED

Mandy Martin

GUESTS PRESENT

Cynthia Cook, Recovery & Wellness Centers
of Midwest Ohio
Thom Grim, MCRC
Steve Kopecky, Goodwill Easter Seals/SCCC
Doug Metcalfe, SafeHaven

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, November 19, 2014 for its Board of Directors' meeting. Jason Wagner called the meeting to order at 6:50 p.m.

Board staff member Brad Reed took roll call. Twelve Board members were present; one excused. 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 MEETINGS

The Board reviewed the agenda for the evening. George Lovett made a motion to approve the agenda as amended. Seconded by Tom DeVault. Vote taken. Motion carried.

The Board reviewed the minutes of the September Board of Directors' meeting. George Lovett made a motion to approve the minutes of the September 17, 2014 Board of Directors' meeting. Seconded by Dennis Butts. Vote taken. Motion carried.

BOARD GOVERNANCE –Mark McDaniel

Mark McDaniel announced that Fawn Green would be leaving the Board as they will be moving out of Ohio. She will continue to serve through December. The Board will address the resolution in January.

Mark reminded the Board that a Board Performance Survey is to be conducted in early January, with results expected at the January meeting. The Board will also be surveyed on possible items to be included in a dashboard.

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 September committee meeting. Dennis made a motion to approve the minutes from the September 17, 2014 Finance Committee meeting as presented. Seconded by Jerry Herbe. Vote taken. Motion carried.

The Board reviewed the Financial Statements from September and October 2014, 33% of the way through the fiscal year on a cash basis. Dennis reported that FY15 revenue is at 42.9% and expenditures are at 20%. Dennis made a motion to approve the September and October 2014 Financial Statements as presented. Seconded by Rod Austin. Vote taken. Motion carried.

Dennis reported that final Fiscal Year 2014 Financial Statements reflect revenue collection at 98.5% of projections for the year and expenditures at 86.3% for the year. The expenditure variance was due to the Board administrative expenses coming in under budget and several contracts being underutilized for the year. The Board ended FY14 with just over \$4.88 million, of which \$2.15 million was designated as Capital Reserve, \$1.1 million as Operating Reserve, \$70,000 as Levy Campaign Reserve, and just over \$1.56 million as Unencumbered. Year-end payroll accruals are included on the statements as well. Dennis made a motion to approve the Final Fiscal Year 2014 Financial Statements as presented. Seconded by Marcia Youtz Henning. Vote taken. Motion carried.

The Board reviewed the Service Reports through September 2014, 25% of the way through the fiscal year. Services are reported at 18.8% overall with MH Services reporting at 17.3% of projections and AoD services reporting at 21.3% of projections.

Dennis presented the list of transactions for July through September 2014. Dennis made a motion to approve the July through September 2014 List of Transactions as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

Dennis reported that Agency Monitoring information was distributed for review. Both agencies that are being monitored have submitted requested information and are continuing to work toward stabilizing cash flow while reducing payables.

Mark McDaniel reported on OhioMHAS capital grants. The grant of \$65,000 was approved for the acquisition and rehab of Shelby County Recovery. The Darke County grant request and the Shalom Place grants were not approved. He indicated that we would be looking at whether the Board would be better off rejecting the \$65,000 and funding the project internally.

Mark reported that he has received a proposal from the Hodge Group for the building project fundraising campaign after the subcommittee met with two groups and selected the Hodge Group as the best candidate, and that process can now move forward. Dennis made a motion to approve the Agreement

for Consulting Services with the Hodge Group in the amount of \$32,500 as presented. Seconded by Fawn Green. Vote taken. Motion carried.

Dennis reported that funds for the 507 Northwest Collaborative have been approved. First and second quarter funding was received last week. Funds will expand projects already started as well as seed new ones. Tri-County Board project funding includes \$10,000 to expand reentry services to local jails; \$144,900 to expand residential portion of Nova Behavioral Health agreement; \$20,000 to secure local physicians for Medication Assistant Treatment services; \$101,250 to expand Nova Behavioral Health agreement to include subacute detox services; \$71,458 to Community Housing for AoD housing subsidies; \$4,500 for Recovery Coaches; and \$56,150 for collaborative resources. Of the \$56,150, \$4,264 is Tri-County Board funding to expand MAT. Tri-County will act as fiscal agent for the 507 Northwest Collaborative and the remaining \$51,886 will be redistributed to collaborative Boards. Dennis made a motion to approve the Northwest Regional Collaborative funding as presented, and to approve the associated increases Community Housing and Nova Behavioral Health contracts, and the distribution of Project 1 funds to the other collaborative boards as outlined. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

In FY12 the Board approved funding for the purchase of two sizes of imprinted medication boxes for agencies to distribute to clients. We need to reorder boxes at this time and rather than order a large number every few years and store them we would like to allocate funds and make it an annual purchase. Dennis made a motion to approve the addition of \$1,500 to the Pharmacy line item for the purchase of imprinted med boxes for agencies to distribute to clients. Seconded by Marcia Youtz. Vote taken. Motion carried.

Mark reported that the Capital Improvement Project grant requires a resolution to indicate the Board's acceptance of grant funds, and to identify signers for any documents required under the program. The resolution authorizes the Executive Director to enter into an agreement with the Ohio Housing Finance Agency to receive \$500,000 in Capital Improvement Program funds, and to accept all contract, grant and other responsibilities included; and empowers Mark McDaniel, Executive Director; Terri Becker, Associate Director and Chief Financial Officer; Jerry Herbe, Board Member; and George Lovett, Board Member, to sign and countersign documents related to the agreement. It is the intent of the Board to have either the Executive Director, or if not available, the Associate Director, as signer, and one of the two Board members as counter-signer. Dennis made a motion to approve the resolution for the OMHAS/Ohio Housing Finance Agency CIP grant as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

Mark requested the Board approve the contract with Epiphany Community Services for consulting and support services for the Shelby County Drug Free Coalition to establish a strategic plan in Shelby County. Dennis made a motion to authorize the Executive Director to enter into a contract with Epiphany Community Services in the amount of \$15,000 for consulting and support services to assist the Shelby County Drug Free Coalition in the Strategic Prevention Framework process for creating a strategic plan. Seconded by Marcia Youtz. Vote taken. Motion carried.

Dennis reported the Board approved \$10,000 at the last meeting for the crisis response team. One Call Now will be providing the emergency notification service and National Organization for Victim Assistance will be contracted for training. Mark will need to execute an agreement with NOVA for the training. Dennis made a motion for the full Board to authorize the Executive Director to enter into an agreement with NOVA for training for the crisis response team. Seconded by Roger Welklin. Vote taken. Motion carried.

Mark reported on progress in Shelby County related to a drug court. We are in the preliminary stages of gathering data to show what results are. Mark has approached Goodwill Easters Seals/Shelby

County Counseling about hiring a fulltime drug court coordinator for Shelby County to create the structure. Mark said that enough dollars have been freed up with Medicaid expansion to pay for that position in the existing contract.

Dennis reported on two additional FY15 contract revisions. First, MCRC closed the Men's home earlier this year and we will need to reduce their contract by \$9,086 which is the amount of funding that was left in that allocation after closeout costs were covered and \$3,000 was left in the budget for funding women's transitional housing. In addition, the Women's grant was reduced by OMHAS this year by \$10,755. The two reductions total \$19,841. Second, there was an error in the original resolution for the FCFC Coordinator agreement. The correct figure for the contract for FY15 is \$35,613. Dennis made a motion for the full Board to approve FY15 Contract revisions for Miami County Recovery Council and Miami County FCFC as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

In June the Board approved the equal division of our Youth Led Prevention funding among our three contract agencies. We have requested and been approved to carry forward the unspent portion of our FY14 Youth Led prevention funding to utilize with our FY15 allocation. This will increase the activities that we are able to undertake in FY15. The amount that we were approved to carry forward is \$3,201.

Mark reported on funding for FY15 seats for electronic health records software. Agencies are undergoing a transition to the requirement for electronic health records. To assist with the transition, the Board will underwrite the seat licenses for our Fiscal Year. Recovery and Wellness Centers of Midwest Ohio has 101 users, with a cost of up to \$72,000 for the year. Goodwill Easter Seals Miami Valley/Shelby County Counseling Center has 28 users, up to \$22,798. Miami County Recovery Council has 28 users, but begins implementation in February, for costs up to \$7,750 in FY15. Dennis made a motion to approve up to \$102,548 for contract agency electronic medical records licensing/seat costs for FY15 as presented. Seconded by Vicki Hornbeck. Vote taken. Motion carried.

The next Finance Committee meeting will be January 21 at 5:45 PM.

PLANNING COMMITTEE – No report

The next Planning Committee meeting will be December 3, 2014 at 5:30 PM at the Board offices.

COMMUNITY RELATIONS COMMITTEE – No report

The next Community Relations Committee meeting will be December 9 at 5:30 PM at the Board offices.

DIRECTOR'S REPORT – Mark McDaniel

Mark thanked the fundraising subcommittee for meeting and selecting the consultant for the fundraising process.

Mark said he expects Medicaid expansion to be on the table in the coming Biennium Budget process, which will begin in early 2015. He noted that Medicaid expansion has freed up dollars locally and enabled the Board to work on broader community-wide activities. He also expects that forces within the Ohio legislature may try to pull back Medicaid expansion in the budget, which would have a devastating effect on our system.

He said he will ask Board members for support during the budget cycle by contacting elected officials. He wants to be armed with numbers and examples of successful outcomes that can be attributed to Medicaid expansion.

Mark noted that we have added new purchases services, added services, and expanded contracts, much of which can be attributed to freeing up funds with Medicaid.

He noted that there is no meeting scheduled in December and wished everyone a happy holiday.

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

There being no further business, Dennis Butts made a motion to adjourn. Seconded by Marcia Youtz. Vote taken. Motion carried.

The next full Board of Directors' meeting will be Wednesday, January 21, 2015 at 6:45 p.m. at the Board office.

Jason Wagner, Chairperson

Dennis Butts, Secretary

Brad Reed