

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

June 24, 2015

BOARD MEMBERS PRESENT

Rod Austin  
Dennis Butts  
Jerry Herbe  
Vicki Hornbeck  
George Lovett  
Mandy Martin  
Bob Menz  
Jason Wagner  
Marcia Youtz Henning

BOARD STAFF PRESENT

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

BOARD MEMBERS EXCUSED

Velina Bogart  
Tom DeVault  
Marianne Helmlinger  
Terrence Holman  
Roger Welklin

GUESTS PRESENT

Cynthia Cook, Recovery & Wellness Centers  
of Midwest Ohio  
Dorothy Crusoe, Community Housing of  
Darke, Miami and Shelby Counties  
Thom Grim, Miami County Recovery Council  
Steve Kopecky, Goodwill Easter Seals Miami  
Valley/Shelby County Counseling Center

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, June 24, 2015 for its Board of Directors' meeting. Jason Wagner called the meeting to order at 6:52 p.m.

Board staff member Brad Reed took roll call. Nine Board members were present; five excused. The Board staff and guests introduced themselves and identified the agency or group they represented.

APPOINTMENT OF SECRETARY

Mandy Martin 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. It was noted that George Lovett would present the slate of officers for the Nominating Committee in Marianne Helmlinger's absence. Dennis Butts made a motion to approve the agenda as amended. Seconded by George Lovett. Vote taken. Motion carried.

The Board reviewed the minutes of the May Board of Directors' meeting and the June 9 Special Meeting. George Lovett made a motion to approve the minutes of the May 20, 2015 Board of Directors' meeting and June 9 Special Board meeting. Seconded by Vicki Hornbeck. Vote taken. Motion carried.

BOARD GOVERNANCE –Mark McDaniel

Mark informed the Board that former member Fawn Green's brother passed away. He had a sympathy card to be signed by Board members and staff.

Mark presented a ceremonial gavel to outgoing Board Chair Jason Wagner and thanked him for his leadership.

Mark re-introduced Board member Bob Menz. George Lovett administered the Oath of Office. Bob is appointed to the Board by Shelby County Commissioners. His term is from June 2 2015 through June 1 2019. Bob previously served a partial and full term, from June 2008 through March 2014. He has been absent from the Board for more than one year, and is eligible to serve two consecutive four-year terms.

In Policy Review, Board policies 106 through 110 were presented with technical and conforming changes. Dennis Butts mad a motion to approve the changes as presented. Rod Austin seconded. Vote taken. Motion carried.

Mark reviewed progress on the Board's Three-Year Strategic Plan. He noted that the Board is about to enter the second year of the plan, and there are still things to do. He noted completion of or significant progress on a number of initiatives, including Board self-evaluation, orientation, and recruitment; expansion of recovery-oriented services; Mental Health First Aid and survivors of suicide programming; tele-health; and drug-free coalitions.

#### OLD BUSINESS/COMMITTEE REPORTS

##### FINANCE COMMITTEE – Dennis Butts

Dennis Butts informed the full Board that the Finance Committee has elected Rod Austin as Chair for FY2016, as Dennis will be Board Chair and therefore cannot chair the committee.

Dennis reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the finance committee minutes from the May committee meeting. Dennis made a motion to approve the minutes from the May 20, 2015 Finance Committee meeting as presented. Seconded by Bob Menz. Vote taken. Motion carried.

The Board reviewed the Financial Statements from May 2015, 92% of the way through the fiscal year on a cash basis. Dennis reported that FY15 revenue is at 95.6% and expenditures are at 55.1%. Several line items and allocations will need to be adjusted to finish out the fiscal year. Dennis made a motion to approve the May 2015 Financial Statements as presented. Seconded by George Lovett. Vote taken. Motion carried.

The Board reviewed the Service Reports through April 2015, 83% of the way through the fiscal year. Services are reported at 70.0% overall with MH Services reporting at 63.2% of projections and AoD services reporting at 81.9% of projections.

Current agency monitoring information was included in the packet for review. Both Recovery and Wellness Center and Shelby County Counseling Center are current on information submission. The report format has been updated as discussed last month to show aged payables totals.

Dennis reported that the Fiscal Year 2014 independent audit was reviewed from Community Housing. The audit was a clean A-133 audit with no management letter. Dennis made a motion to accept the independent audit of Community Housing as presented. Seconded by Bob Menz. Vote taken. Motion carried.

Mark reported on status of CIP grant of \$500,000. One bid was submitted for opening June 1, and that bid was well in excess of the project budget. The plans will be reworked and the project put out for re-bid.

Mark reminded the Board of the presentation of fundraising feasibility study findings from the Hodge Group that took place in Special Meeting June 9. Dennis made a motion to authorize Mark to enter into a contract with The Hodge Group for one year, pending the gathering of additional information. Seconded by Jerry Herbe. Vote taken. Motion carried.

Mark reported that repairs have begun on the Shelby County Recovery House. The roof is nearly finished and the other work authorized is underway.

As mentioned earlier in his report, Dennis said utilization at Access Hospital may exceed the contract amount again this year. A small number of admissions were lengthy due to issues not in the hospital's control. One individual the Board was working to have transferred to the State Hospital was at Access for 43 days. Another was there on voluntary commitment for 20 days. Dennis made a motion to increase the FY15 Access Hospital allocation by \$20,000 for a total FY15 allocation of \$260,000. Seconded by Bob Menz. Vote taken. Motion carried.

The Board also needed to adjust two FY15 administrative line items: to allocate \$3,813 to the Unemployment line item; and to increase the PERS line item by \$5,530. The Unemployment allocation is needed as the Board had an employee temporarily draw unemployment. The PERS adjustment is needed because the county started charging PERS in the month that it is incurred rather than the month following, so this year we will have 13 months of PERS charges. In addition, our total costs this year for Crisis Response Team funding will be \$10,355 so the Board needs to add an additional \$355 to that line item. Dennis made a motion to allocate \$3,813 to the Unemployment line item and increase the PERS line item by \$5,530 and the Crisis Response Team line item by \$355. Seconded by Vicki Hornbeck. Vote taken. Motion carried.

The Budget Commission Packet is the four-year budget packet that is presented to the county Budget Commission each year to document ongoing need for levy funds. The Budget Commission consists of the Auditor, Prosecutor and Treasurer from each of the three counties we serve. There was a public hearing last week for comments and questions about the budget. The packet will be submitted once approved by the Board and a Budget Commission hearing will be held in August to review the budget and approve levy rates. Dennis made a motion to approve the Calendar Year 2016 Budget Commission Packet as presented. Seconded by Rod Austin. Vote taken. Motion carried.

Because cash flow is still tight for our agencies, Board staff proposes covering the cost of seat licenses for electronic health record processing for another year. Costs may vary depending on the number of physicians, but with the current number of licenses and physicians in the system, the cost should not exceed \$122,000. Dennis made a motion to approve up to \$122,000 for agency electronic health record seats in FY16 as presented. Seconded by Jerry Herbe. Vote taken. Motion carried.

A discussion of Allocation Manual/Sliding Fee updates is tabled until the next regular meeting.

The next Finance Committee meeting will be July 15 at 6:00 PM.

#### PLANNING COMMITTEE – Vicki Hornbeck

Vicki Hornbeck reported highlights of the June 3 Planning Committee meeting.

Four people have completed training to be instructors for Youth Mental Health First Aid: Gail Daffler, Shelby County Counseling Center; Mike McRill, Sidney Police Department; and Brad Reed and Jodi Long of the Tri-County Board staff. The training will be marketed to schools, churches, recreation associations and other groups working with adolescents and young adults.

Medication Assisted Treatment (MAT) workgroups continue to meet in all three counties. All three agencies are now providing Vivitrol in small pilot groups.

The Planning Committee, agencies and Board staff will be updating the quality assurance plan during FY16 as the current guidelines are 12 years old.

FY2015 Q1, Q2 and Q3 reports were reviewed. In the future, Jodi plans to send the quarterly reports to the full Board. At the end of the third quarter, Nova Behavioral Health had received 40 referrals with 33 people served in detox or AoD residential treatment services. The most common drug of choice is heroin with the largest age group 25-34. There were eight civil and nine forensic admissions to the state hospital. UVMC had served 18 and Access Hospital 31 on indigent hospital contracts. The mobile crisis team had assessed 720 people. The Crisis Response Team responded to six community crises. SafeHaven has served 8,643 meals and provided 4,041 group opportunities. Vicki made a motion to approve the FY15 Q1, Q2 and Q3 reports with additions and edits as presented at the Planning Committee meeting. Seconded by Dennis Butts. Vote taken. Motion carried.

Planning Committee meeting minutes are provided in the Board packet for review. Vicki made a motion to accept the Planning Committee minutes as presented. Seconded by Dennis Butts. Vote taken. Motion carried.

The next Planning Committee meeting will be September 2, 2015 at 5:30 PM at the Board offices.

#### COMMUNITY RELATIONS COMMITTEE – No Report

#### NOMINATING COMMITTEE – George Lovett

George Lovett presented the second reading of the slate of officers nominated for FY2016. Nominees are Dennis Butts for Chair and Rod Austin for Vice Chair. Having no other nominees, George made a motion to approve the slate of officers for FY16. Seconded by Vicki Hornbeck. Vote taken. Motion carried.

#### DIRECTOR'S REPORT – Mark McDaniel

Mark informed the Board that Luceille Fleming, the founding director of the Ohio Department of Alcohol and Drug Addiction Services, has passed away at 91. She worked for three Ohio governors over 14 years. Mark described her as an outspoken advocate for recovery services. He said he will send some form of acknowledgement from the Board once service details are known.

Mark had several updates on the state budget process. The 507 funds are not included, which would be about \$400,000 impact on the Board. However, because he knew it would likely be short-term money, it had been used only to fill in and support ongoing services. The language restricting the ability of local boards to own housing is still in the budget at this stage, as is local boards playing an advocate role in Medicaid/managed care. A proposed change to the Ohio Housing Trust Fund would send half to county auditors. The budget must be passed out of conference before being signed by the governor, who has the ability to line item veto, so much could change before the budget is final.

Mark informed the Board that Katherine Ketron has been reappointed to the Board effective July 1. A new employee, Ian Ridgeway, will join Board staff July 6 as Prevention and Wellness Coordinator.

Mark said the Executive Director's annual performance review will be sent to the Board soon.

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

There being no further business, Marcy Youtz made a motion to adjourn. Seconded by Bob Menz. Vote taken. Motion carried.

The next regular Board of Directors' meeting will be Wednesday, July 15, 2015 at 6:45 p.m. at the Board office.

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Jason Wagner, Chairperson

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Mandy Martin, Secretary

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Brad Reed