

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

November 18, 2015

BOARD MEMBERS PRESENT

Rod Austin
Dennis Butts
Jerry Herbe
Terrence Holman
Vicki Hornbeck
Katharine Ketron
George Lovett
Mandy Martin
Bob Menz
Jason Wagner
Roger Welklin

BOARD MEMBERS EXCUSED

Marianne Helmlinger
Marcia Youtz

BOARD MEMBERS ABSENT

Velina Bogart

BOARD STAFF PRESENT

Terri Becker
Norma Frock
Jerry Hill
Mark McDaniel
Steve McEldowney
Kim McGuirk
Brad Reed
Ian Ridgeway

GUESTS PRESENT

Cynthia Cook, Recovery & Wellness Centers
of Midwest Ohio
Dorothy Crusoe, Community Housing
Inc./Shelby House
Thom Grim, Miami County Recovery Council
Chris Hurr, Goodwill Easter Seals Miami
Valley/Shelby County Counseling Center
Doug Metcalfe, SafeHaven

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, November 18, 2015 for its Board of Directors' meeting. Dennis Butts called the meeting to order at 6:53 p.m.

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

APPOINTMENT OF SECRETARY

George Lovett 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 presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed the minutes of the September Board of Directors' meeting. Terry Holman made a motion to approve the minutes of the September 16, 2015 Board of Directors' meeting as presented. Seconded by Rod Austin. Vote taken. Motion carried.

BOARD GOVERNANCE –Mark McDaniel

Dennis read a letter of resignation from Board Member Tom DeVault. Tom had been appointed by Miami County Commissioners in October 2013. Bob Menz made a motion to accept the letter of resignation from Tom DeVault. Seconded by Vicki Hornbeck. Vote taken. Motion carried.

George Lovett administered the Oath of Office to Mandy Martin. Mandy was appointed by the Ohio Department of Mental Health and Addiction Services to a full term ending June 30, 2019. Mandy had previously served a partial term with the Board.

Mark has received an application from an individual who is a potential replacement to fill the remainder of Tom's term.

Mark provided a brief update to the Board regarding progress on the fundraising efforts. We are in the process of building capacity for a campaign, and one step is to convene a campaign advisory committee. The committee's organizational meeting is scheduled for December 2.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Rod Austin

Rod reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the finance committee minutes from the September committee meeting. Rod made a motion to approve the minutes from the September 16, 2015 Finance Committee meeting as presented. Seconded by Terry Holman. Vote taken. Motion carried.

The Board reviewed the Financial Statements through October 2015, 33% of the way through the fiscal year on a cash basis. Rod reported that FY16 revenue is at 38.7% and expenditures are at 19.6%. Rod made a motion to approve the September and October 2015 Financial Statements as presented. Seconded by Jerry Herbe. Vote taken. Motion carried.

A review of final Fiscal Year 2015 financial statements has been tabled until the January meeting.

The Board reviewed the Service Reports through September 2015, 25% of the way through the fiscal year. Services are reported at 21.8% overall with Mental Health Services reporting at 20.9% of projections and Alcohol and Other Drug services reporting at 23.3% of projections.

The list of Transactions July through September 2015 was presented for review. Rod made a motion to approve the List of Transactions July through September 2015 as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The State Auditor's office has bid out several of the Miami County audits for 2015-2019, including Miami County, Miami County Landfill, Miami County Public Health District, and Tri-County Board. Six bids were received from firms around the state. We were included in the review process and were permitted to provide feedback along with the other departments included in the bid. The bid was awarded last week to James G. Zupka, CPA, Inc. from the Cleveland area. We will begin working with them soon on the engagement.

Current agency monitoring information was included in the Board packet for review.

Mark reported that the CIP project for remodeling apartment units in Tipp City and Troy has been out for bid twice, and both were rejected. The bid specs are being reviewed, and some aspects of the project may be able to be done by CHI staff. Rod made a motion to approve additional funding of up to \$75,000 to be made available to Community Housing for expenses that they may incur in order to

facilitate the rehabilitation of the properties identified in the project. Seconded by Terry Holman. Vote taken. Motion carried.

Mark reported that for the purposes of a capital fundraising campaign, it would be necessary to have a fiscal sponsor, and after careful consideration it was agreed to engage the Troy Foundation to receive and hold donations during the campaign, and to release funds to the County at the end of the process. The Troy Foundation will charge a one-time upfront fee of \$1500, and the Hodge Group will cut a check to cover that fee. The Board needs to approve the depository relationship agreement. Rod made a motion to approve the Fiscal Sponsorship Agreement with the Troy Foundation as presented. Seconded by Katherine Ketron. Vote taken. Motion carried.

Rod reported that several line items and/or categories need to be adjusted in the budget. First, when the allocation for our pharmacy allocation was made, left out was the \$1,500 that had previously been discussed to leave in the budget as an ongoing allocation to purchase med boxes for clients. Second, the Board has a one-time transitional placement at a facility for a client coming out of the State Hospital that will be around \$19,000 which will come out of the Hospitalization/Related Service line item. The Board will receive funding from the state to cover the expenditure, but needs to add the amount to the line item for the year. Finally, the line item currently titled "MH/Addictions Trainings" should be changed to "BH/Addictions Trainings and Community Outreach" to reflect funding of events such as the Healing From Unexpected Loss event November 21. Rod made a motion to approve an increase in the pharmacy line item of \$1,500, an increase in the Hospitalization/Related Service line item of \$19,000, and expansion/change of the MH/Addictions Trainings line item to BH/Addictions Trainings and Community Outreach. Seconded by Bob Menz. Vote taken. Motion carried.

Rod reported that the Board needs to do an interim Contract revision for Community Housing. We are in the process of hiring staff for Community Housing to transition the recovery home to 24 hour staffing. We are adding an additional part time maintenance position as well. We will also be starting the remodeling at the Grant Street property so that it can be transitioned to a 24-hour staffed facility and completing the plan for the remodeling and upgrades at Shelby House. Staff will be hired and project budgets should be final so that a more comprehensive revision can be completed in January. In the interim, we would like to add \$30,000 to the Community Housing Contract which will cover up to \$10,000 in additional staffing costs and \$20,000 in additional maintenance costs. Rod made a motion to increase the fiscal year 2016 contract with Community Housing by \$30,000 as presented. Seconded by Terry Holman. Vote taken. Motion carried.

Rod reported the Board has an opportunity to revise the Calendar Year 2016 line item budget that was approved in June prior to its implementation based on current information. The revisions reflect added personnel and benefits costs for recovery housing and maintenance staff at community housing, the execution of the CIP grant next year rather than split over this year and next year, expenditures of gambling funds for advertising, purchase of med boxes as discussed, taxes on the 25A property, levy campaign, and updated levy revenue projections. Rod made a motion to approve the revised CY16 revenue and expenses as presented. Seconded by Terry Holman. Vote taken. Motion carried.

Terri Becker reported that the state is retiring the Multi-Agency Community Services Information System (MACSIS), and it will be up to individual Boards to find a replacement. A number of Ohio Boards have identified GOSH for Boards (goshsystem.com) as a suitable replacement for claims adjudication software. Board approval is required to sign a contract and get on the company's schedule for training and implementation. Rod made a motion to approve \$16,880 for the transition to the GOSH system to replace MACSIS as presented. Seconded by Jerry Herbe. Vote taken. Motion carried.

The next Finance Committee meeting will be January 20 2016 at 6:00 PM.

PLANNING COMMITTEE – No report

The next Planning Committee is scheduled for December 2, 2015 at 5:30 PM at the Board offices, although that date may change due to a potential conflict.

COMMUNITY RELATIONS COMMITTEE – No Report

NOMINATING COMMITTEE – No Report

DIRECTOR’S REPORT – Mark McDaniel

Mark updated the Board on a number of items. The Healing from Unexpected Loss event November 21 at Upper Valley Career Center in Piqua is both an opportunity to promote healing for survivors of suicide and other loss, and also to promote the support system, which is an item in the Board’s strategic plan.

Board staff will be working with Edison Community College to design and implement House Bill 28, which requires colleges to make suicide prevention information available to all incoming students. Thanks to a \$3,000 grant the Board will be providing Mental Health First Aid training to up to 125 faculty, staff and students over the coming year.

The Board has also secured a Re-Entry Grant for Behavioral Health and Criminal Justice linkages of about \$100,000 per year for two years. The grant will fund in-reach services at county jails and other re-entry related services including Vivtrol and naltrexone.

Mark informed the Board that he will provide a status update on the Strategic Plan at the January or February meeting.

EXECUTIVE SESSION

Dennis Butts asked for a roll call vote for the Board to enter into Executive Session to discuss pending litigation. On roll call, all members present voted affirmative to enter Executive Session. Terry Holman made a motion to return to Open Session. Seconded by Rod Austin. Voice vote taken. Motion carried.

NEW BUSINESS

In action related to the Executive Session, Terry Holman made a motion to approve a resolution to support the legal defense of Director of Clinical Services and Evaluation Jodi Long. Seconded by Rod Austin. Vote taken. Motion carried.

Mandy Martin expressed thanks to Director of Community Resource Development Brad Reed for setting up the Board’s information display at a recent Saturday event at the Darke County Parks Nature Center.

ADJOURNMENT

There being no further business, Rod Austin made a motion to adjourn. Seconded by Katherine Ketron. Vote taken. Motion carried.

The next regular Board of Directors’ meeting will be Wednesday, January 20 2016 at 6:45 p.m. at the Board office.

Dennis Butts, Chairperson

George Lovett, Secretary

Brad Reed