

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

June 15, 2016

BOARD MEMBERS PRESENT

Rod Austin
Velina Bogart
Marianne Helmlinger
Terrence Holman
Katharine Ketron
George Lovett
Mandy Martin
Jason Wagner
Roger Welklin
Lori Willoughby

BOARD MEMBERS EXCUSED

Dennis Butts
Jerry Herbe
Vicki Hornbeck
Bob Menz
Marcia Youtz

BOARD MEMBERS ABSENT

BOARD STAFF PRESENT

Beth Adkins
Terri Becker
Norma Frock
Mark McDaniel
Steve McEldowney
Kim McGuirk
Brad Reed
Ian Ridgeway

GUESTS PRESENT

Julie Clay, Shelby County Counseling Center
Cynthia Cook, Recovery & Wellness Centers
of Midwest Ohio
Dorothy Crusoe, Community Housing
Inc./Shelby House
Byron Ewick, Miami County Recovery
Council
Dr. Molly Helmlinger, NAMI | Darke, Miami
Shelby Counties
Frank Wylie, Shelby County Counseling
Center

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, June 15, 2016 for its Board of Directors' meeting. Rod Austin called the meeting to order at 6:48 p.m.

Board staff member Brad Reed took roll call. Ten Board members were present; five excused; none absent. Board staff and guests introduced themselves and identified the agency or group they represented.

Mark McDaniel welcomed Beth Adkins, who has joined the staff as Program Coordinator for NAMI | Miami, Darke and Shelby Counties and Miami County Family & Children First Council.

APPOINTMENT OF SECRETARY

Velina Bogart 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. The agenda was revised to reflect that Vice Chair Rod Austin would preside in the absence of Dennis Butts, and George Lovett would present the Finance Committee report. Jason Wagner 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. Rod asked that the minutes be amended to reflect that George Lovett was excused, not absent. Terry Holman made a motion to approve the minutes of the May 18 2016 Board of Directors' meeting as amended. Seconded by George Lovett. Vote taken. Motion carried.

BOARD GOVERNANCE –Mark McDaniel

Mark presented a certificate of appreciation to Roger Welklin, whose term on the Board expires June 30. Roger served a partial term plus two full terms, for 10 consecutive years as a Miami County representative. He had also previously served as a Darke County representative. Mark and Board members wished Roger well.

Mark provided an update on the fundraising campaign. The process is starting to transition more into the private sector, setting meetings with area companies. Mark said staff is continuing to work with CareSource to define the Front Door Experience and branding.

At the May meeting, a motion to accept the Certificate of Estimated Property Tax Revenue from a proposed 0.6 mill renewal levy was tabled due to an incorrect date in the certificate. A corrected certificate has been received from the Auditor, and the Board's attorney has drafted a resolution of intent to place the levy on the ballot, as well as the actual ballot language. Terry Holman moved that the motion to accept the Certificate of Estimated Property Tax Revenue be removed from the table. Seconded by Velina Bogart. Katherine Ketron made a motion to accept the Certificate of Estimated Property Tax Revenue. Seconded by Marianne Helmlinger. Vote taken. Motion carried. Katherine Ketron made a motion to approve the Resolution of the Tri-County Board of Recovery & Mental Health Services of Darke, Miami and Shelby Counties, Ohio, declaring it necessary to levy a tax in excess of the ten mill limitation. Seconded by Roger Welklin. A two-thirds majority of all members being necessary for passage, a roll call vote was called, with all 10 members in attendance voting in the affirmative. The motion carried.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – George Lovett

George reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the finance committee minutes from the May committee meeting. George made a motion to approve the minutes from the May 18, 2016 Finance Committee meeting as presented. Seconded by Terry Holman. Vote taken. Motion carried.

The Board reviewed the Financial Statements through May 2016, 92% of the way through the fiscal year on a cash basis. George reported that FY16 revenue is at 89.9% and expenditures are at 62.9%. George made a motion to approve the May 2016 Financial Statements as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

The Board reviewed the Service Reports through April 2016, 83% of the way through the fiscal year. Services are reported at 73.2% overall with Mental Health Services reporting at 66.2% of projections and Alcohol and Other Drug services reporting at 84.1% of projections.

George reported that the Board staff had the exit conference with the auditors, but a draft report has not been received yet. Once the draft is ready it will go through the State review process before release.

Current agency monitoring information was included in the packet for review. The agency is current in reporting and we have not utilized additional transition funding yet this month. Mark indicated that the report of Aged Payables in the Board packet reflects the relationship with Goodwill Easter Seals| Miami Valley. He presented a copy of a letter from GESMV dated June 15 justifying their claims. Mark said it is his assessment that GESMV left SCCC in worse shape than they found it.

Mark and Dorothy Crusoe reported on the status of the CIP renovation project for Mayfield and Willow Glen properties. Work is almost completed at Mayfield. Apartments will be more energy efficient. Once work is completed at Mayfield they will begin at Willow Glen, although the windows are already done. People in those units will be rehoused in Miami County.

Mark reported that a number of local judges recently toured Shelby House Recovery Home in Sidney. He said they wanted to see first-hand what a recovery home does. Mark then met with the judges one-on-one to answer any questions they had about the recovery process and continuum of care in the Tri-County area. He also reported that Shelby House is at capacity and has a waiting list. The remodeling at Miami House is nearly complete and the process will begin for hiring staff for the recovery home for women in Troy.

Terri Becker presented the Board's FY17 Administrative Budget. Overall it represents a 0.3% increase over FY16. She reviewed the budget narrative. She pointed out that \$100,000 has been budgeted in capital projects for site work and architectural fees related to the One-Stop Shop project. George made a motion to approve the FY17 Administrative Budget as presented. Seconded by Velina Bogart. Vote taken. Motion carried.

The Community Housing contract was deferred last month and is ready for approval tonight in the amount of \$1,284,165. It includes all services previously provided by Community Housing as well as a full year of Shelby House now fully staffed and now Miami House in Troy. There is also a corrected amount (\$425,988) for Miami County Recovery Council as the Board has received final grant amounts for MCRC's Women's grant for FY17. The Board also has an amount for Youth Led Prevention activities for planning purposes (\$4,000) although the actual allocation amount is not yet known. George made a motion to approve FY17 Contracts and Allocations as presented. Seconded by Terry Holman. Vote taken. Motion carried.

George presented 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 counties in the Board service area. The Board will hold a public hearing later this month for the public for comments and questions about the budget. The packet will be submitted once approved by the Board and then there will be a Budget Commission hearing in August for review of the budget and approval of our levy rates. George made a motion to approve the Calendar Year 2017 Budget Commission Packet as presented. Katherine Ketron seconded. Vote taken, motion carried.

Mark reported on efforts to address the ongoing transitions at Shelby County Counseling Center. Terri has been working with SCCC staff on a budget. The SCCC board has doubled in number to now eight members. Interim Director Frank Wylie has resigned effective July 29 to take a position nearer to his home.

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

PLANNING COMMITTEE – No Report

The next Planning Committee is scheduled for September 7 2016 at 5:30 PM at the Board offices.

COMMUNITY RELATIONS COMMITTEE – No Report

NOMINATING COMMITTEE – Marianne Helmlinger

Marianne Helmlinger presented for second reading the nominated slate of officers for FY17. Nominated are Dennis Butts, Chair; and Rod Austin, Vice Chair. Velina Bogart made a motion to approve the slate of officers for FY17 as presented. Jason Wagner seconded. Vote taken. Motion carried. Dennis Butts will be Chair and Rod Austin Vice Chair for FY17.

DIRECTOR’S REPORT – Mark McDaniel

Mark noted that the medical marijuana bill has been signed into law.

Mark reported that a check for \$3700 from the Piqua-Troy High School Rivals United activities for suicide awareness has been received, and the funds will be used by the Board to promote additional suicide awareness activities, especially involving youth in Miami County.

Mark reported that Board staff has been busy with the Miami County Heroin Coalition in preparation and planning for the Hope Over Heroin event July 8-9. Other activities related to the Coalition are a guide to resources available, a forum hosted by Upper Valley Medical Center to recruit physicians to prescribe suboxone, a flowchart of what an ideal substance abuse system might look like, and establishing Quick Response teams to overdose survivors. The Board is coordinating the “City of Resources” portion of the Hope Over Heroin event. Much of the event is faith-based and not appropriate for a public agency, but we are charged with providing information about what services are available, so that portion is appropriate.

EXECUTIVE SESSION – Rod Austin

Rod Austin called for an Executive Session to discuss purchase of properties. It was noted that Board staff Mark McDaniel and Terri Becker would stay for Executive Session, while Board member Jason Wagner is excused. On roll call vote, all members present voted in the affirmative. The Board entered Executive Session at 7:38, and returned to Open Session at 8:03. Terry Holman made a motion to return to Open Session. Velina Bogart seconded. Vote taken. Motion carried.

In action related to Executive Session, Terry Holman made a motion to approve a Resolution for the purchase of property as described in the Resolution as presented. Seconded by Lori Willoughby. A roll call vote was called, with all members present voting in the affirmative, except Jason Wagner, who abstained. Motion carried.

NEW BUSINESS

In new business, Katharine Ketron addressed the Board with a personal announcement that her cancer has returned and she is back in chemotherapy. She indicated that it is her intention to continue her term on the Board for as long as she is able.

ADJOURNMENT

There being no further business, George Lovett made a motion to adjourn. Seconded by Velina Bogart. Vote taken. Motion carried.

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

Rod Austin, Vice Chairperson

Velina Bogart, Secretary

Brad Reed