

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

September 18, 2019

BOARD MEMBERS PRESENT

Rod Austin
Jerry Herbe
Marty Hobart
Terrence Holman
Mandy Martin
Cassandra Pohl
Ann Runner
Jason Wagner
Marcy Youtz

BOARD MEMBERS EXCUSED

Velina Bogart
George Lovett

BOARD MEMBERS ABSENT

BOARD STAFF PRESENT

Beth Adkins
Terri Becker
Jerry Hill
Jordan Hodges
Steve McEldowney
Kim McGuirk
Brad Reed

GUESTS PRESENT

Cynthia Cook-Wion, Recovery and Wellness
Centers of Midwest Ohio
Dorothy Crusoe, Community Housing of
Darke, Miami and Shelby Counties
Thom Grim, Miami County Recovery Council
Jodi Knouff, Family Resource Center of
Northwest Ohio

The Tri-County Board of Recovery and Mental Health Services met at the Board office in Troy on Wednesday, September 18 2019. Rod Austin called the meeting to order at 6:47 p.m.

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

Terri Becker introduced new Board member Marty Hobart. Marty is filling the Miami County Commissioner-appointed seat vacated by Lori Willoughby. His term is from June 18 2019 through June 30 2021. Marty is a retired businessman with extensive Board experience.

APPOINTMENT OF SECRETARY

Jason Wagner 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. Marcy Youtz moved to approve the agenda as presented, seconded by Jason Wagner. Motion carried on voice vote.

The Board reviewed the minutes of the June 27 Board of Directors' meeting. Terry Holman moved to approve the minutes of the June 27 2019 Board of Directors' meeting as presented, seconded by Cassie Pohl. Motion carried on voice vote.

BOARD GOVERNANCE – Rod Austin

Rod administered the oath of office to reappointed members Mandy Martin and Cassie Pohl, and to new member Marty Hobart.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Terry Holman

Minutes of the May 15 2019 and June 19 2019 Finance Committee meetings were presented for approval. [To clarify the discrepancy in the dates of the June Board meeting and the June Finance Committee meeting, both meetings had been scheduled for June 19. The Finance Committee met prior to the full Board as planned; however, the full Board meeting was not convened due to lack of quorum. An abbreviated full Board meeting was conducted June 27.] Terry Holman moved to approve the minutes of the May 15 2019 and June 19 2019 Finance Committee meetings, seconded by Marcy. Motion carried on voice vote.

Financial Statements for May, June, July and August 2019 were presented for review. [The May 2019 Financial Statements were included in the June 19 2019 packet]. As statements are cumulative, statements through June are 100% of the way through the fiscal year on a cash basis. FY19 revenue is at 93.2% and expenditures are at 59.2%. July and August statements are cumulative and through August are at 17% of the way through the fiscal year on a cash basis. FY20 revenue is at 24.4% and expenditures are at 14.3%. Staff will continue to work to close out contracts over the next few weeks so that final FY19 financial statements can be ready for review at the next meeting. Terry moved to approve the May, June, July, and August 2019 Financial Statements as presented, seconded by Jason. Motion carried on voice vote.

The Board's Calendar Year 2018 audit was approved by the State Auditor's office and was released on June 4. It is clean audit. The audit summary was included in the posting for the June Board Meeting. The full audit has been posted on the Auditor of State's website and will be posted on the Board's website. A hard copy is available as well if anyone would like a full copy. Terry moved to approved the Board's calendar year 2018 audit as presented, seconded by Jerry Herbe. Motion carried on voice vote.

Terry reported that Auditors are still working on the closeout audit for Shelby County Counseling Center.

The List of Transactions for April-June 2019 was included in the Board packet for review. Terry moved to approve the April through June 2019 List of Transactions as presented, seconded by Cassie. Motion carried on voice vote.

Terri Becker provided an update on the One Wellness Place project. She reported that work on the site is nearly completed. The site needs to be rested and stabilized since no construction work will commence before winter sets in. To stabilize the site filter fencing, section seeding and stone was added to the building pad area. The additional costs of the stone, fencing and seeding comes to \$33,549, which is within the 10 percent contingency already approved by the Board. Terri walked the Board through where the project stands financially. While funds raised and earmarked for the project are as projected, the estimated costs have risen substantially. At the current estimate there is about a \$6 million gap between funds available and total needed. Terri said staff has spent the summer trying to answer as fully as possible the question of what it would cost to finance and operate the building as planned. Early on it was hoped that moving services to One Wellness Place would save provider agencies overhead money that could be redirected to additional services. However, even at a lease rate of \$15 per square foot and 20 year bank financing, all of the agencies would be paying more than they currently are, some significantly more. At 20-year financing, the Board would have to tap into service dollars to pay for the financing,

which would jeopardize support for the levy. Terri said she and staff have met with the partners to explain the cost projections, and all expressed an unwillingness to commit to spending that much more for space. She also explained that the behavioral health system is continuing to evolve in ways that may make an all-in-one-building solution less attractive than it may have been in the past. She said the site is now build-ready, so we can look at a number of options, including waiting for the construction market to cool down, pursuing a phased approach to the building, and looking for existing space elsewhere to purchase and renovate. Several Board members asked questions. Marcy asked whether the Board could put the land up for sale. Mandy asked whether the plans had been pared down. Jerry asked how long the site stabilization is good for. Terri said selling the land would be one option to consider, and that the plans for the building were not extravagant but based on a very intensive needs analysis, and in fact include almost no space for future expansion. She said once the site is stabilized it can hold there indefinitely. Thom Grim said he had discussed the issue with the Miami County Recovery Council board and they had offered some alternative ideas as well. Marcy said it is hard to let go of an idea, but the facts presented were daunting, and the Board wants to go forward in a manner that is positive for the community. Cassie said we have time to wait and see if costs moderate and meanwhile look at alternatives. Ann Runner suggested that a phased approach could make sense. Terri emphasized that whatever option is carried forward that it be seen by the community as a fiscally responsible choice. She was directed by the Board to continue to work on options to present at either the November or January Board meeting. Jerry Herbe, chair of the Community Relations Committee, suggested preparing a statement, and to contact lead donors. Terri said she would also reach out to county commissioners.

Related to One Wellness Place, funds need to be transferred out of Capital Reserves. Terry moved to transfer \$575,000 out of Capital Reserves to cover funds that have been expended and are currently committed for One Wellness Place, seconded by Marcy. Motion carried by voice vote.

The land for One Wellness Place had been purchased as two parcels. It needs to be combined into one deed. Terry moved to authorize the Executive Director to execute the Quit Claim Deed in a format that is acceptable to the county in order to combine the two parcels of land into one, seconded by Jerry. Motion carried on voice vote.

Terri and Steve McEldowney met with the Budget Commission August 28 to review the budget packet that was submitted and to discuss programs, initiatives and budget issues. The Commission consists of the Auditor, Prosecutor and Treasurer from Miami, Darke and Shelby counties. The meeting and discussion went well and the Commission approved our millage for 2019. The Board must now approve and members present will need to sign the resolution. Terry moved to accept the tax rates as determined by the Joint Budget Commission for the year 2019, seconded by Ann Runner. Motion Carried by voice vote. Steve distributed the Budget Commission Resolution for signature.

In June the Finance Committee reviewed and discussed the St. Elizabeth Pharmacy and Kettering Pharmacy agreements that were omitted from the contract package in May. These agreements allow the Board to cover discharge psychiatric medications for patients discharged under the Board's indigent contracts. These costs will be paid out of the Other Hospitalization line item. Terry moved to approve the FY20 St. Elizabeth Pharmacy and Kettering Pharmacy Agreements as presented, seconded by Jerry. Motion carried by voice vote.

In June the Finance Committee discussed the opening of Kettering Hospital in Troy. This allows us the opportunity to add an additional indigent contract for the local system to access as the Kettering Network also utilizes Grandview Hospital for psychiatric inpatient admissions. Staff proposes a FY20 indigent psychiatric inpatient agreement with Grandview Hospital in the amount of \$81,000. Terry moved to approve a Fiscal Year 20 Contract with Grandview Hospital in the amount of \$81,000 for indigent inpatient psychiatric bed days, seconded by Cassie. Motion carried by voice vote.

A summary of the revisions to be incorporated into the Board's Allocation Manual were included in the packet for review. The Allocation Manual was reviewed in June and updated at that time but on July 1st Ohio MHAS website was redesigned. This redesign required us to remove a guideline link and to update the Board's residency determination. Finance Committee discussed this additional change tonight during its meeting. Full copies of the manual with the incorporated changes are available through Terri or Steve. Terry moved to approve the revisions to the Board's Allocation Manual as presented, seconded by Jerry. Motion carried on voice vote.

A FY19 agency contract revision with Darke County Recovery Services for additional FY19 Contract Services as well as Crisis Services increased costs resulting from reorganization of the crisis service model. In March the Board consensus was to continue crisis services with Recovery and Wellness and for them to move forward immediately to relieve stress on the system. As a result of this implementation and the additional FY19 services provided a budget revision is necessary. In order to close out the year we need to add \$90,000 to the FY19 contract for DCRS. Terry moved to approve increasing Darke County Recovery Service's FY19 contract by \$90,000, seconded by Jason. Motion carried by voice vote.

Planning Committee has not been able to meet to review or recommend the FY20 Youth Led Prevention activities budget. The budget contains many of the same activities as in prior years with the addition of a radio marketing project. The FY20 budget for the Youth Led Prevention is \$8,450. Terry moved to approve the FY20 Youth Led Prevention Budget of \$8,450, seconded by Marcy. Motion carried on voice vote.

A proposed Memorandum of Understanding with Coleman Professional Services was included in the Board packet for review. \$25,000 of the State Opioid Response (SOR) allocation includes transportation. The Board needs to allocate this amount to the Transportation line item. The new MOU with Coleman Professional Services would help provide transportation services for clients in the Tri-County area. These services would only be used if other local resources are unavailable to the client. This amount shall not exceed \$10,000. Terry moved to authorize the Executive Director to execute the FY20 MOU with Coleman Professional Services, Inc. for an amount not to exceed \$10,000, and to increase the transportation line item by \$35,000, seconded by Ann. Terry said it was noted in Finance Committee to make a slight change in the wording of the MOU from "residing in a tri-county area" to "residing in the Tri-County area." Motion carried by voice vote.

The next Finance Committee meeting will be November 20 2019 at 6:00 PM.

PLANNING COMMITTEE – No Report

COMMUNITY RELATIONS COMMITTEE – No Report

NOMINATING COMMITTEE – George Lovett

EXECUTIVE DIRECTOR'S REPORT – Terri Becker

Terri reported that Steve McEldowney has been promoted to Director of Finance and Administration effective July 1, and that she is interviewing to fill a vacant position.

Board staff will canvass the Board to confirm committee membership and determine Board member preference for committee assignments.

She reported that the changes made to the Crisis Services system are continuing, and that Recovery and Wellness has done well to get staffing levels up to where they need to be. The team continues to work out protocols.

She said the Board will get \$108,000 in state funds for crisis services, plus some additional community funds. State is still issuing guidelines before budget numbers are finalized. Terri also reported that schools are receiving funding for mental health services, and Board staff have been working with various school officials to determine how those funds can be used.

She reminded Board members of the Annual Meeting and Art of Recovery reception Wednesday October 16 from 5:30-7pm at Edison State Community College.

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

There being no further business, Marcy moved to adjourn, seconded by Cassie. Motion carried on voice vote. Meeting adjourned at 7:47PM.

The next regular Board of Directors' meeting will be Wednesday November 20 2019 at 6:45 p.m. at the Board office.

Rod Austin, Chairperson

Jason Wagner, Secretary

Brad Reed