

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

September 16, 2020

BOARD MEMBERS PRESENT*

Lou Ann Albers
Dennis Butts
Terrence Holman
George Lovett
Mandy Martin
Cassandra Pohl
Ann Runner
Jason Wagner
Marcy Youtz

BOARD MEMBERS EXCUSED

Aaron Frohna
Jerry Herbe
Marty Hobart

BOARD MEMBERS ABSENT

BOARD STAFF PRESENT*

Terri Becker
Steve McEldowney
Brad Reed

GUESTS PRESENT*

Thom Grim, Miami County Recovery Council
Mike Bessler, Miami County Recovery Council
Jodi Knouff, Family Resource Center of Northwest Ohio
Doug Metcalfe, SafeHaven
Cynthia Wion, Recovery & wellness Centers of Midwest Ohio
Peggy Follrod, Recovery & wellness Centers of Midwest Ohio

The Tri-County Board of Recovery and Mental Health Services met at the Board office in Troy and virtually through audio and video on Wednesday, September 16, 2020. Chair George Lovett called the meeting to order at 6:47 p.m.

Board staff member Brad Reed took roll call. *Three Board members (George Lovett, Terry Holman and Dennis Butts) were physically present; six members attended virtually through the Zoom online meeting platform or Facebook Live; three members were unable to attend. Three Board staff (Terri Becker, Steve McEldowney, Brad Reed) attended in person; guests observed the meeting through Facebook Live and were identified by their Facebook sign-in names.

APPOINTMENT OF SECRETARY

Jason Wagner agreed to be 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. Dennis Butts moved to approve the agenda as presented, seconded by Terry Holman. Motion carried on voice vote.

The Board reviewed the minutes of the July Board of Directors' meeting. Terry moved to approve the minutes of the July 15, 2020 Board of Directors' meeting as presented, seconded by Cassie Pohl. Motion carried on voice vote.

BOARD GOVERNANCE – Terri Becker

Terri informed the Board about the Week of Appreciation September 20-26. A grant from the Ohio Association of County Behavioral Health Authorities (OACBHA) of \$1,500 per county funds the recognition activities. Terri said that this year staff were challenged by COVID to create a meaningful recognition without being able to host a single large event. Staff identified recipients ranging from law enforcement, fire/EMT, educators, public health, and other frontline organizations and created recognition packets to be delivered during the Week of Appreciation. The packages include a custom-imprinted plastic bucket filled with Lifesavers mints, the inscription reading "Thank you for being lifesavers," and a customized 16X20-inch poster. Also included will be a copy of the Board's Resolution, a copy of which was included in the Board packet. Terri asked the Board to approved the Resolution of Appreciation. Dennis Butts moved to approve the Resolution of Appreciation as presented, seconded by Lou Ann Albers. Motion carried on voice vote.

Terri said that because of COVID the Annual Meeting in October will be held virtually, and Art of Recovery will be presented virtually as well. Brad Reed showed how artists can submit photos of artwork on the Board's website. Because of the shortened program, the Board can use the October meeting for its required annual Board training. Staff from OACBHA will provide the training on the topic of how the pandemic has affected behavioral health services and funding. The plan is to start at 5:45 and be finished by 7:15.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Terry Holman

Minutes of the July 15, 2020 Finance Committee meeting were included in the Board packet for approval. Terry Holman moved to approve the minutes of the July 15, 2020 Finance Committee meeting as presented, seconded by Jason Wagner. Motion carried on voice vote.

Financial Statements for July and August 2020 were included in the Board packet for review. Statements are cumulative and through August are 17% of the way through the fiscal year on a cash basis. FY21 revenue is at 16.8% and expenditures are at 9.5%. Staff will continue to work to close out contracts over the next few weeks so that final FY20 financial statements can be ready for review at the next meeting. Terry moved to approve the July and August 2020 Financial Statements as presented, seconded by Ann Runner. Motion carried on voice vote.

Terry reported that the Board's CY2019 audit was approved by the State Auditor's office and was released on July 20. It is clean audit. The audit summary was included in the posting for the 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 approve the Board's Calendar Year 2019 audit as presented, seconded by Lou Ann. Motion carried on voice vote.

Terri Becker provided an update on the Board's building project. The Board viewed a diagram of the draft building layout, building site, and sample renderings of what the exterior might look like. She emphasized that no decisions have been made as to finishes and materials. The next step is to get a revised Estimate of Probable Cost, and if that is favorable, begin the process of preparing a detailed bid package. Terry Holman moved to authorize the Executive Director to proceed with the building design process, up to and including the preparation of a construction bid package, contingent upon a satisfactory Estimate of Probable Cost based on the proposed Administration and Training Center site design, seconded by Dennis Butts. Motion carried on voice vote.

Terri and Steve met with the Budget Commission on August 24 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 each of the counties that we serve. The meeting and discussion went well and the Commission approved our millage for 2020. The Board must now approve and members present will need to sign the resolution that was distributed. Because the Miami County Auditor has advised that all signatures must be on the original document, Board staff will arrange with Board members attending virtually to obtain signatures. Terry moved to accept the tax rates as determined by the Joint Budget Commission for the year 2020, seconded by Ann Runner. Motion carried on voice vote.

Terri Becker informed the Board that Miami County Recovery Council will be merging with a larger agency. She does not yet know how it will affect the contract with MCRC, as it is a full merger. She is continuing discussions as the merger moves forward.

There will not be a Finance Committee meeting prior to the October Annual Meeting. The next Finance Committee meeting will be November 18, 2020 at 6:00 PM.

PLANNING COMMITTEE – Terri Becker

Terri Becker read the Planning Committee report. Committee Chair Mandy Martin was attending virtually but developed audio connection problems and was unable to read the report. The Planning Committee met virtually via Zoom July 29, 2020. Minutes were included in the Board packet for review.

The committee reviewed the FY19 4th Quarter Quality Improvement Report. Board members were provided an electronic copy of the reports. The committee discussed highlights of the report including the format of the report and specific quality indicators. Dennis Butts moved to approve the FY19 4th Quarter Quality Improvement Report as presented, seconded by Terry Holman. Motion carried on voice vote.

The committee reviewed the FY20 3rd Quarter Quality Improvement Report. This report reflected July 1 to March 21, 2020. Highlights of the report were provided as well as discussion from the attending agencies on how COVID will affect the stats for the end of FY20. Terry Holman moved to approve the FY20 3rd Quarter Quality Improvement Report as presented, seconded by Jason Wagner. Motion carried on voice vote.

Minutes from the July 29 Planning Committee were included in the Board packet for review. Cassie Pohl moved to approve the minutes of the July 29, 2020, Planning Committee as presented, seconded by Terry Holman. Motion carried by voice vote.

The next Planning Committee meeting is scheduled for September 30, 2020, at 6:00 PM using the Zoom online meeting platform.

COMMUNITY RELATIONS COMMITTEE – Ann Runner

The Community Relations Committee met virtually and at the Board offices August 24, 2020 with three members and two staff present. The minutes from the August 24, 2020 Community Relations Committee Meeting were included in the Board packet for review.

The Committee reviewed what had occurred since the last formal meeting of the Committee in December 2014, including a private fundraising campaign for the building project in 2015 and 2016, a successful levy campaign in 2016, and a 50th Anniversary celebration in 2018, all of which formed ad hoc committees that supplanted the Community Relations Committee.

The Committee discussed the need to find opportunities for public information in lieu of county fairs, health fairs and other mass gathering events that have been canceled or curtailed by the coronavirus

pandemic. Other topics discussed included a levy campaign in 2021, communication strategies related to the Administration and Training Center building project, and meeting frequency, day and time. The Committee agreed to a bimonthly schedule on the second Monday of odd-numbered months at 6:00PM. Ann moved to approve the minutes of the August 24, 2020 Community Relations Committee meeting as presented, seconded by Dennis Butts. Motion carried on voice vote.

The next Community Relations Committee meeting will be Monday, November 9, 2020 at 6:00PM using the Zoom online meeting platform.

EXECUTIVE DIRECTOR’S REPORT – Terri Becker

Terri reported the Board has arranged to produce masks with Board logo. Board members not physically present will be sent a logo mask.

Terri reported that the Board’s Community Plan will be submitted to OhioMHAS. A copy of the Plan was sent to the Board for review, with highlights. Board staff included Board strategic planning in developing the plan, and identified measurables. The Board will be required to update OhioMHAS in the second year of the plan if there are any changes that need to be made, or if any challenges were encountered. Board Chair George Lovett and Terri must sign off and submit.

Terri informed the Board that it is time to complete her annual evaluation. George suggested the Board use the same evaluation tool as has been used in the past. Terri will send it to Board members with instructions.

NEW BUSINESS

In new business, Cassie Pohl asked about claims being made on social media about increases in suicide ideation related to the COVID-19 pandemic. Brad Reed said that part of the Community Plan is to identify sources of consistent and reliable data across the Board area so that a clearer picture can emerge.

ADJOURNMENT

There being no further business, Terry Holman moved to adjourn, seconded by Dennis Butts. Motion carried on voice vote. Meeting adjourned at 7:35PM.

The Annual Meeting and Board Training will be Wednesday, October 21 beginning at 5:45PM at the Board office and on the Zoom online meeting platform. The next regular Board of Directors’ meeting will be Wednesday November 18 2020 at 6:45 p.m. at the Board office and on the Zoom online meeting platform.

George Lovett, Chairperson

Jason Wagner, Secretary

Brad Reed