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**BOARD AGENDA
MONDAY, MAY 19, 2014
6:00 – 8:00 P.M.**

**CLARK STATE COMMUNITY COLLEGE
LIBRARY RESOURCE CENTER
ROOM 209
570 E. LEFFEL LANE
SPRINGFIELD, OHIO**

- I. OPENING REMARKS** *Jim Vernon, Chair*
 - A. Welcome Guests & Introductions**

- II. APPROVAL OF MINUTES – April 21, 2014** **Attachment A**

- III. REVIEW OF VOUCHERS** **Attachment B**
 - April 11, 2014 April 18, 2014
 - April 25, 2014 May 2, 2014

- IV. CEO REPORT** *Kent Youngman*

- V. ELECTION OF OFFICERS** **Attachment C**
 - A. Fiscal Year 2015 Slate of Officers** *Jim Vernon, Chair*
 - 1. Nominations from the Floor
 - 2. Recommendation to Close Nominations
 - 3. Vote on Slate of Officers

- VI. ADMINISTRATIVE** **Attachment D**
 - A. MHR Board Financial Update** *Kevin Taylor*
 - 1. Board Financials – April, 2014

(AGENDA CONTINUED ON REVERSE SIDE)

VII. MENTAL HEALTH & ADDICTION

**A. Mental Health and Addiction Services Summary
Report of Committee Chair**

Attachment E
Delvin Harshaw, Chair

1. SFY 2015 Agency Allocations Recommendations
 - A. Family Violence Prevention Center of Greene County
 - B. Greene County Juvenile Court Strengthening Families
 - C. Greene Leaf Therapeutic Community
 - D. Housing Solutions of Greene County
 - E. Matt Talbot House
 - F. Project Woman
 - G. Springfield Metropolitan Housing Authority Project Choice

**VIII. SFY 2015 ALLOCATION TO NAMI OF CLARK
AND GREENE COUNTIES**

Attachment F

A. Recommendation

IX. EXECUTIVE

**A. Executive Summary
Report of Committee Chair**

Attachment G
Jim Vernon, Chair

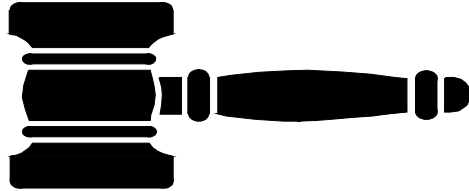
1. FY 2015 MHRB Salary Ranges Recommendation
2. FY 2015 Board/Agency Agreement Recommendation

X. MISCELLANEOUS

XI. AUDIENCE PARTICIPATION

XII. BOARD MEMBER COMMENTS

XIII. ADJOURNMENT



MINUTES – April 21, 2014

The Mental Health & Recovery Board of Clark, Greene and Madison Counties met in regular session on Monday, April 21, 2014 at 6:00 p.m. at the Greene County ESC, 360 East Enon Rd., Yellow Springs, OH.

PRESENT *Jim Vernon, Chairperson, Presiding; Julie Anthony, Marilyn Demma, Linda Griffith, Delvin Harshaw, Kimberly Michael, Kellie Phillips, Roger Roberts, Lauren Ross and Julie Vann*

Staff: Dr. Kent Youngman, CEO; Dr. Greta Mayer, Roselin Runnels, Tracey Stute, and Kevin Taylor

GUESTS *Sherry Baldwin, Mike Calabrese, Patricia Johnson, Renee Lammers,*

OPENING REMARKS

Jim Vernon, Chairperson, called the meeting to order, welcomed the Board members and guests.

APPROVAL OF MINUTES

The Board Minutes for the March 15, 2014 Mental Health & Recovery Board meeting were reviewed.

IT was MOVED BY DELVIN HARSHAW, SECONDED BY LINDA GRIFFITH TO APPROVE THE MINUTES, FOR THE MARCH 15, 2014 BOARD MEETING.

MOTION CARRIED.

REVIEW OF VOUCHERS

Voucher lists dated March 7, 2014, March 14, 2014, March 21, 2014, March 28, 2014 and April 4, 2014 were reviewed.

CEO REPORT

Kent congratulated Greta Mayer on completing her doctoral studies in counseling.

Kent stated that the groundbreaking for Columbus Place Housing Solutions Project in Xenia occurred last Monday. Jim Vernon and Scott Anger were there. It will include six units and they are hoping that it will be ready for occupancy before the end of the calendar year.

Kent had an update from the March Board meeting. All of the monies owed back to the Board from the Clark County Educational Service Center (ESC) have been repaid. The Board coordinated with the State and, because of timing, we do not have to return those monies to the State; they can be used locally. The figure was around \$80,000.

The May Program Committee Meeting will be on the 13th rather than the 6th.

Kent mentioned that Lori Zehrig, MHRB Administrative Assistant, resigned Wednesday, April 16. Michelle Humphrey will start on May 2, 2014.

Kent then gave an update on the State budget. He stated that the House passed their budget, the Governor has submitted his and the two are not the same. The Board Association's position has been that this two year budget cycle should be allowed to be completed rather than disrupted mid-stream. That is the position that the Board has been advocating for; to keep things the way they are for another year, allow Medicaid expansion to move forward, allow us to gather data and plan for 2016. That is neither what the Governor proposed or what the House passed. The Senate will act after the Primaries in May. Kent's guess is that they will pass something different so there will be three different versions that will have to be reconciled, which will probably happen in Conference Committee sometime in June. Kent also stated that, as a part of that process, the Association has requested that local boards review this Resolution (Attachment C Local Behavioral Health System Resolution) and, if they are in agreement with it, endorse it which would allow Jim and Kent to sign it and distribute it to our local legislators.

Kent stated that one of the troubling components in both the Governor's budget and in the budget that the House passed is an erosion of local planning. In both of those budgets there are State initiatives which, to a large degree, take local planning out of the picture.

Kent then read part of the Resolution. Kent stated that there is a concern that the value of local Boards is being degraded to some degree which moves decision making and planning from a local level to a State level.

Kent said he would introduce the Resolution and ask for a discussion and, if it the membership is in agreement, for a motion to approve it.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ADOPT THE LOCAL BEHAVIORAL HEALTH SYSTEM RESOLUTION AS LISTED BELOW:

RESOLUTION: For continued local control of community mental health and addiction services assessing, planning, contracting, funding, monitoring, and evaluating.

WHEREAS, the members of the Mental Health and Recovery Board of Clark, Greene & Madison Counties are committed to assuring that residents of Clark, Greene and Madison Counties live healthier lives through access to quality mental health and addiction prevention, treatment, and support services; and

WHEREAS, historically local volunteer citizens of the Mental Health and Recovery Board of Clark, Greene & Madison Counties have identified our local needs and empowered community action through local partnerships with schools, courts, county commissioners, human service agencies, and other stakeholders on issues concerning mental health and addiction prevention, treatment, and recovery supports to provide the services necessary to meet Clark, Greene and Madison needs; and

WHEREAS, the Mental Health and Recovery Board of Clark, Greene & Madison Counties being closest to the people in need of mental health and addiction prevention, treatment, and recovery supports in Clark, Greene and Madison are the most accountable level of government and we will be held responsible for any decisions we make; and

WHEREAS, in Chapter 340 of the Ohio Revised Code, local ADAMH Boards have both the right and responsibility to assess the community addiction and mental health needs, evaluate strengths and challenges, and set priorities for community addiction and mental health services; and

WHEREAS, attempts are being made at the Executive level to restrict funding by reprioritizing local investment and program decisions for Clark, Greene and Madison; and

WHEREAS, behavioral health care services are best planned for, managed, and delivered locally, Mental Health and Recovery Board of Clark, Greene & Madison Counties opposes any action which would curb, limit, or remove local authority for mental health and addiction services from the volunteer citizen controlled Mental Health and Recovery Board of Clark, Greene & Madison Counties;

THEREFORE BE IT RESOLVED that the members of Mental Health and Recovery Board of Clark, Greene & Madison Counties on behalf of Clark, Greene and Madison urge the Ohio General Assembly to keep intact local control, and not allow the targeting of state funds that were appropriated to meet the needs of our local citizens.

IT was MOVED BY JULIE VANN, SECONDED BY ROGER ROBERTS, TO APPROVE THE LOCAL BEHAVIORAL HEALTH SYSTEM RESOLUTION FOR CONTINUED LOCAL CONTROL OF COMMUNITY MENTAL HEALTH AND ADDICTION SERVICES ASSESSING, PLANNING, CONTRACTING, FUNDING, MONITORING, AND EVALUATING.

MOTION CARRIED.

Jim then discussed Attachment D, Strategic Plan Goals & Objectives. He stated that the outline was developed during the March Retreat. Jim asked if anyone wanted to do any additional wordsmithing and, if not, they can be adopted the way that they stand. These goals and objectives are below.

GOAL 1: The MHRB will communicate to consumers, providers, state and local leaders, and the public the need for and value of a community-based behavioral health system of care.

- Objective: The MHRB will annually submit a communication plan to the Board.
- Objective: The MHRB will review semi-annually the communication plan and make needed revisions.

GOAL 2: The MHRB will improve system effectiveness by regularly monitoring and evaluating consumer services.

- Objective: The MHRB will expand the implementation of Feedback Informed Treatment throughout the MHRB area, annually increasing the number of consumers.
- Objective: MHRB agencies will annually report on progress regarding their implementation of Feedback Informed Treatment.
- Objective: MHRB staff will review implementation science and work with the Guiding Group to establish effectiveness targets.

GOAL 3: The MHRB, in conjunction with agencies and community partners, will continue to assess and improve access to and engagement in mental health, alcohol and other drug services.

- Objective: The MHRB will continue to develop measures for determining consistent and valid timelines for accessing treatment by service category.
- Objective: The MHRB will develop specific plans to improve access to services, reduce wait times and decrease stigma.

GOAL 4: The MHRB will collect and analyze data to determine how non-Medicaid dollars will be allocated.

- Objective: Based on the results of the data analysis, the Mental Health and Addiction Committee will annually prioritize services to be funded.
- Objective: The MHRB will explore the implementation of Recovery Oriented Systems of Care (ROSC).

GOAL 5: The MHRB will influence the community to adopt practices that prevent mental, emotional and behavioral problems.

- Objective: The MHRB will continue to cooperate with, support and promote existing prevention initiatives currently implemented in the community.
- Objective: The MHRB will continue to pursue additional prevention strategies.
- Objective: The MHRB will evaluate the adequacy and effectiveness of prevention programs.

IT was MOVED BY DELVIN HARSHAW, SECONDED BY JULIE ANTHONY, TO ADOPT THE STRATEGIC PLAN GOALS & OBJECTIONS AS IT IS SHOWN.

MOTION CARRIED.

Kent ended the report by announcing that Jim Perry from Mental Health Services will be retiring sometime this year. Mr. Perry will step down when a replacement is found.

That concluded the CEO report.

NOMINATING COMMITTEE

Jim stated that it is time to review a slate of officers who were recommended by the Nominating Committee. In May, the Board will accept nominations from the Floor. The Board will have a discussion and then a vote will be taken on those officers for the following year.

The Chair then reminded the Board of the amended Bylaws and the process by which the Board selects officers. He stated that a Board Chairman has to be a member of the Board for three years, a Board Vice-Chair, two years and a Board Secretary for two years. The officers are elected for a term of one year. Those officers are allowed to serve an additional one year, for a maximum of two years.

Jim stated that there are no new nominations and the Nominating Committee proposes to go along with the officers that are in place now. The Committee is recommending that the following officers serve for a second term: Jim Vernon as Chairman, Lauren Ross as Vice-Chairman and Julie Anthony as Secretary. These are the slated candidates that will be presented in May and there will be open nominations from the floor for fiscal year 2015 officers.

ADMINISTRATIVE

The Chair then called on Kevin Taylor to review the Mental Health & Recovery Board financials. Kevin referred the membership to Attachment E in the agenda packet reviewing the Statement of Cash Position and Fund Balances as of March 31, 2014. This report is strictly on a cash basis with total cash receipts of \$17,400,818 and total cash disbursements of (\$14,952,637) with excess cash receipts under disbursements of \$2,521,219 and an ending fund balance as of March of \$12,262,408.

The next report represents the Statement of Receipts and Disbursements for the General Fund with receipts of \$10,523,396 and disbursements totaling \$6,726,701 with receipts over disbursements by \$3,723,079.

The third report represents the Statement of Receipts and Disbursements for the Special Revenue Funds. Year-to-date as of March 31, 2014 receipts total \$4,168,678; disbursements total \$4,221,402, with receipts over disbursements by \$90,218.

The last financial report represents the Statement of Receipts and Disbursements for the Fiduciary Funds as of March 31, 2014. Total receipts are \$2,191,716; total disbursements are \$2,374,280, with receipts over disbursements by \$711,547.

Kevin then reviewed the 3rd quarter Budget to Actual – Administration and Support Summary for fiscal year 2014. Total actual expenses were \$897,320, with total budgeted expenses of \$992,097, reflecting actual expenses under budget by \$94,776.

Lastly, Kevin reviewed the Board's Projected Cash Position. The actual ending cash balance as of March 31, 2014 was \$11,550,861. Board staff anticipates a cash balance as of March 2015 of \$8,992,911.

MENTAL HEALTH AND ADDICTION

Jim stated that the Mental Health and Addiction Services Program Committee met on April 1, 2014 and called on Delvin Harshaw to review the committee's report. Delvin discussed the allocation to the Clark County Family & Children First Council (CCFCFC). Delvin stated that Leslie Crew, Director, explained the primary function of the CCFCFC as the coordination of services for families and children in the least restrictive environment. She explained that most funds are used for placement and wrap-around services. Delvin then read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE CLARK COUNTY FAMILY & CHILDREN FIRST COUNCIL *FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$111,992. BELOW IS THE ALLOCATION BY SERVICE CATEGORY.

RESIDENTIAL, WRAPAROUND, THERAPEUTIC FOSTER CARE	\$111,992
TOTAL	\$111,992

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS AND METHODS OF PAYMENT HAVE NOT BEEN FINALIZED. THE MHRB MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDING UPON FINAL DECISIONS.

***MHR BOARD PAYMENTS WILL BE MADE DIRECTLY TO JOB AND FAMILY SERVICES OF CLARK COUNTY.**

IT was MOVED BY LINDA GRIFFITH AND SECONDED BY MARILYN DEMMA TO AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE CLARK COUNTY FAMILY & CHILDREN FIRST COUNCIL *FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$111,992.

MOTION CARRIED.

Delvin moved to the next item on the agenda and read the Greene County Family & Children First Council recommendations as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE GREENE COUNTY FAMILY & CHILDREN FIRST DEPARTMENT FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$169,494. BELOW IS THE ALLOCATION BY SERVICE CATEGORY.

YOUTH PLACEMENTS	\$140,198
FAMILY STABILITY	\$29,296
TOTAL	\$169,494

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MHR BOARD MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

IT was MOVED BY KIM MICHAEL AND SECONDED BY JULIE VANN TO AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE GREENE COUNTY FAMILY & CHILDREN FIRST DEPARTMENT FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$169,494.

MOTION CARRIED.

Delvin then talked about the Madison County Department of Job and Family Services programs and read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH MADISON COUNTY DEPARTMENT OF FAMILY & CHILDREN FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$81,356. BELOW IS THE ALLOCATION BY SERVICE CATEGORY.

OPERATIONS	\$22,944
RESIDENTIAL PLACEMENTS	3,400
AOD EDUCATION/PREVENTION	42,872
SFY2014 EARLY CHILDHOOD	3,675
SFY2014 COMMUNITY PAX	8,465
TOTAL	\$81,356

- (1) ALL FUNDING WILL BE HANDLED ON A ONE-TWELFTH BASIS.**
- (2) OPERATIONS FUNDING OF \$22,944 AND RESIDENTIAL PLACEMENT FUNDS OF \$3,400 ARE PAYABLE TO THE MADISON COUNTY FAMILY COUNCIL.**

STATE DEPARTMENT ALLOCATIONS TO BOARDS AND METHODS OF PAYMENT HAVE NOT BEEN FINALIZED. THE MHR BOARD MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDING ON FINAL DECISIONS.

Delvin called on Sherry Baldwin of Madison County for comments. Sherry stated that they are very excited about the way that the PAX is going forward in the community, using the PAX Good Behavior Game™ in the schools and the community. Sherry further stated that there are several agencies that want to be a part of this and have their own boards to display their own “tootles.” Delvin asked Sherry to further explain PAX.

IT was MOVED BY JULIE VANN AND SECONDED BY KELLIE PHILLIPS TO AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH MADISON COUNTY DEPARTMENT OF FAMILY & CHILDREN FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$81,356.

MOTION CARRIED.

Next, Delvin read the recommendation for moving gambling funds from prevention to treatment as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES REDIRECT \$53,932 OF THE SFY 2014 GAMBLING ALLOCATION FROM PREVENTION SERVICES TO TREATMENT SERVICES AND AUTHORIZES THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE FOLLOWING PROVIDERS FOR TREATMENT SERVICES IN SFY 2014. PAYMENT WILL BE MADE ON A FEE FOR SERVICE BASIS.

TCN BEHAVIORAL HEALTH SERVICES	26,720
MENTAL HEALTH SERVICES FOR MADISON COUNTY	6,712
TOTAL	33,432

IT IS FURTHER RECOMMENDED BY THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH OIC OF CLARK COUNTY TO FUND A QUALIFIED MENTAL HEALTH AND ALCOHOL/DRUG CLINICIAN FOR THE PROVISION OF COMPREHENSIVE BEHAVIORAL HEALTH SERVICES TO INCARCERATED INDIVIDUALS RE-ENTERING CLARK COUNTY. THE AMOUNT IS \$20,500.00 FOR THE FOURTH QUARTER OF SFY 2014.

IT was MOVED BY KELLIE PHILLIPS AND SECONDED BY KIM MICHAEL TO REDIRECT \$53,932 OF THE SFY 2014 GAMBLING ALLOCATION FROM

PREVENTION SERVICES TO TREATMENT SERVICES AND AUTHORIZES THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH TCN BEHAVIORAL HEALTH SERVICES AND MENTAL HEALTH SERVICES FOR MADISON COUNTY FOR A TOTAL OF \$33,432 AND, FURTHER, TO AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH OIC OF CLARK COUNTY TO FUND A QUALIFIED MENTAL HEALTH AND ALCOHOL/DRUG CLINICIAN FOR THE PROVISION OF COMPREHENSIVE BEHAVIORAL HEALTH SERVICES TO INCARCERATED INDIVIDUALS RE-ENTERING CLARK COUNTY. THE AMOUNT IS \$20,500.00 FOR THE FOURTH QUARTER OF SFY 2014.

Before calling for the vote, Delvin asked members of the OIC if they would like to comment on the utilization of the funds. Mike Calabrese explained that the funds would be used, at the minimum, for a mental health assessment and a drug and alcohol assessment.

Lauren Ross asked that the Minutes reflect that she abstained from the vote as she is a member of the OIC Board.

MOTION CARRIED.

That concluded the Mental Health and Addiction Committee report.

EXECUTIVE COMMITTEE

Jim Vernon, Chair of the Executive Committee, stated that a meeting was held on Friday, April 4, 2014 at the Board Administration offices. Jim reviewed the Committee minutes and read the recommendation.

IT IS THE RECOMMENDATION OF THE EXECUTIVE COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO PURCHASE ALL NECESSARY LICENSING, SOFTWARE, HARDWARE AND INSTALLATION CONSULTING HOURS NECESSARY TO IMPLEMENT THE GREAT OFFICE SOLUTIONS HELPER (GOSH) CLAIMS PROCESSING SYSTEM AND TO ALLOCATE AN AMOUNT NOT TO EXCEED \$70,000 FOR THESE PURCHASES.

IT was MOVED BY ROGER ROBERTS AND SECONDED BY KIM MICHAEL TO AUTHORIZE THE CEO TO PURCHASE ALL NECESSARY LICENSING, SOFTWARE, HARDWARE AND INSTALLATION CONSULTING HOURS NECESSARY TO IMPLEMENT THE GREAT OFFICE SOLUTIONS HELPER (GOSH) CLAIMS PROCESSING SYSTEM AND TO ALLOCATE AN AMOUNT NOT TO EXCEED \$70,000 FOR THESE PURCHASES.

MOTION CARRIED.

MINI GRANT

Jim Vernon, Chair of the Mini Grant Committee, stated that a meeting was held on Friday, April 4, 2014. The Committee reviewed the status of twenty-one FY2014 mini grants from the three different counties.

Jim communicated staff's two recommendations for improving the process. The first suggestion is, rather than recognizing the grant recipients in June, as was done in the past, this will be done at the September Program Committee Meeting.

The second, suggestion is that the recipients be required to report the status of their grant on a quarterly basis. Jim stated that two-thirds of the grants have not been completed, have money out or status unknown and moving to quarterly reporting will improve tracking.

Jim also stated that the Mini Grant Committee will meet in June to develop mini grant recommendations for FY 2015.

Jim ended by thanking the staff for all of their hard work.

MISCELLANEOUS

None.

AUDIENCE PARTICIPATION

Renee Lammers thanked the Board for supporting Greene County Family and Children's Services' initiatives, particularly the Greene County Family Stability Program. Sherry Baldwin also thanked the Board for the flexibility of the funding that the Mental Health Board provides that allows them to use the smaller amounts that add up to the full allocation in ways that are meaningful in the community.

BOARD MEMBER COMMENTS

Roger Roberts announced that Saturday, April 26, 2014 is Drug Take Back Day in Madison County. He stated that the Substance Abuse Coalition in Madison County will be helping the Sheriff's Office and local police. Roger stated that a survey would be taken of some of the citizens who were dropping off their drugs to aid the Substance Abuse Coalition and Suicide and Depression Coalition in putting together some logic models. The surveys will aid in backing up the models with data. Everyone who participates will be given a pen.

Roger also stated that there is a Child Abuse Carnival on Friday, April 25, 2014 at the Community Center in London.

Jim Vernon announced that the CEO evaluations need to be turned in.

ADJOURNMENT

**A MOTION WAS MADE BY LINDA GRIFFITH AND THE MEETING WAS
ADJOURNED BY CHAIR, JIM VERNON.**

Julie Anthony, Secretary

*Michelle Humphrey, MHR Board
Staff*

ATTACHMENT B**To: John S. Federer, Clark County Auditor****On April 11, 2014, The President/CEO of The Mental Health & Recovery Board of Clark, Greene, and Madison Counties approved payment of the following purchase orders:**

Line	PO Number	Payee	City	Description	Amount
75413	27153	Elderly United	Springfield	Clarb.097, Feb MACSIS treatment svcs	5,984.75
75413	27154	Greene County ESC Learning Center	Xenia	Clarb.097, March MACSIS treatment svcs	10,373.06
75413	27155	McKinley Hall, Inc.	Springfield	Clarb.097, Jan-Mar MACSIS treatment svcs	34,467.41
75413	27156	Mental Health Services for Clark & Madison Counties		Clarb.097, Jan. MACSIS treatment svcs	53,917.16
75413	27157	TCN Behavioral Health Services, Inc.	Xenia	Clarb.097, Feb-Mar MACSIS treatment svcs	88,244.02
75413	27158	Matt Talbot House	Springfield	Work voucher program allocation	660.00
75413	27159	Delaware-Morrow MH & RS Board		505 Hot Spot AOD Expansion	15,319.00
75413	27160	Franklin County ADAMHS Board		505 Hot Spot Yth Crisis Bds & Telepsychiatry, AOD Expansion	209,795.00
75413	27161	Logan-Champaign ADAMH Board		505 Hot Spot AOD Expansion	25,235.00
75413	27162	Paint Valley ADAMH Board		505 Hot Spot AOD Expansion	16,609.00
75413	27163	Union County MH&R Services Board		505 Hot Spot MH and AOD Expansion	7,935.00
75413	27164	MHRS Board of Licking & Knox Counties		505 Hot Spot AOD Expansion	16,188.00
75957	26829	Hart, Donna		Business expense reimbursement, 3/6-4/9	20.16
75957	26833	Kevin Taylor		Business expense reimbursement, 1/30-4/6	462.86
75957	26849	Hassler Communication Systems Technology, Inc.		April software support and PBX mgmt	239.96
75957	26852	All Phase Electric Supply Co.		Supplies	29.42
75957	26854	Compton Power Equipment		Mower maintenance	200.00
75957	26857	Handyman Hardware		Supplies	9.98
75957	26860	Lowe's Commercial Services		Maintenance and building supplies	93.67
75957	26938	Canon Solutions America		Copier maintenance	294.54
75957	26959	Sheehan Bros. Vending, Inc.		Coffee	232.00
75957	26963	Treasurer, State of Ohio		Boiler inspection	53.25
75957	27165	Canon Financial Services, Inc.		Lease copiers, April	461.10
75957	27166	Canon Solutions America		Copier maintenance	292.75
75957	27167	Cintas Corporation Loc. 02		Uniforms and building supplies	344.64
75957	27168	City of Springfield		Storm water	32.37
75957	27169	Columbia Gas of Ohio, Inc.		March gas bills	5,223.57
75957	27170	Compton Power Equipment		Mower maintenance	286.32
75957	27171	Dayton Power & Light Co.		March electric bill	2,157.39
75957	27172	Doctor Drain		Clear drain line	95.00
75957	27173	Greene Inc. Document Solutions		Document shredding	121.00
75957	27174	Impact Network Solutions, Inc.		March long distance charges	10.00
75957	27175	Jani-Turf Maintenance Services, Inc.		March janitorial services	338.00
75957	27176	Megacity Fire & Security		Replace heat detector	102.00
75957	27177	Vectren Energy Delivery		March gas bills	1,337.89
75957	27178	Youngman, Kent		Business expense reimbursement, 3/20-4/2	260.17

<i>Line</i>	<i>PO Number</i>	<i>Payee</i>	<i>City</i>	<i>Description</i>	<i>Amount</i>
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W. Kent Youngman
W. Kent Youngman, President/CEO


Grand Total

\$497,425.44

To: John S. Federer, Clark County Auditor

On April 18, 2014, The President/CEO of The Mental Health & Recovery Board of Clark, Greene, and Madison Counties approved payment of the following purchase orders:

Line	PO Number	Payee	City	Description	Amount
75413	27179	McKinley Hall, Inc.	Springfield	Clarb.104, March MACSIS treatment svcs	22,212.54
75413	27180	TCN Behavioral Health Services, Inc.	Xenia	Clarb.104, March MACSIS treatment svcs	76,922.07
75957	26829	Hart, Donna		Replenish petty cash	104.35
75957	26830	Greta Mayer		Business expense reimbursement, 1/8-3/27	434.09
75957	26832	Stute, Tracey		Business expense reimbursement, 1/16-3/17	230.12
75957	26835	Worley, Marianna		Business expense reimbursement 3/12-4/4	164.42
75957	26848	Time Warner Cable		April phone bill	548.40
75957	26941	Advanced Mechanical Services, Inc.		Install supply register, 1101	362.00
75957	26949	Bergamo Center		Board retreat	326.50
75957	27181	Companion Life		May life insurance	38.00
75957	27182	Dayton Power & Light Co.		March electric bills	295.51
75957	27183	Garrigan's, Inc.		Supplies	89.97
75957	27184	Brentwood Builders		North wing renovation, 452 W. Market	8,359.81
75957	27185	PNC Bank		Utility payments by credit card	1,273.17
75957	27186	Time Warner Cable		April phone bill	76.97
75957	27187	Vectren Energy Delivery		March gas bill	162.52


W. Kent Youngman, President/CEO

Grand Total

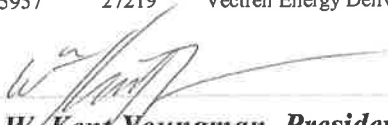
\$111,600.44

To: John S. Federer, Clark County Auditor

On April 25, 2014, The President/CEO of The Mental Health & Recovery Board of Clark, Greene, and Madison Counties approved payment of the following purchase orders:

Line	PO Number	Payee	City	Description	Amount
75413	27188	Greene County ESC Learning Center	Xenia	May allocation	5,356.00
75413	27189	Greene County Family & Children First Council	Xenia	May allocation	17,898.00
75413	27190	Greene Leaf Therapeutic	Xenia	May allocation	10,265.00
75413	27191	Housing Solutions of Greene County, Inc.	Xenia	May allocation	9,707.00
75413	27192	Madison County Family Council		May allocation	3,487.00
75413	27193	Madison County Department of Family & Children		May allocation	940.00
75413	27194	Mental Health Services for Clark & Madison Counties		May allocation	76,336.00
75413	27195	NAMI of Clark & Greene Co.	Springfield	May allocation	19,483.00
75413	27196	Oesterlen Services for Youth	Springfield	May allocation	16,250.00
75413	27197	Rocking Horse Center		May allocation	13,750.00
75413	27198	TCN Behavioral Health Services, Inc.	Xenia	May allocation	18,460.00
75413	27199	First Call for Help, Inc.	Napoleon	Clarb.111, Dec MACSIS treatment svcs	185.22
75413	27200	Greene County Juvenile Court		Clarb.111, March MACSIS treatment svcs	7,403.40
75413	27201	McKinley Hall, Inc.	Springfield	Clarb.111, March MACSIS treatment svcs	23,882.21
75413	27202	Mental Health Services for Clark & Madison Counties		Clarb.111, Dec-Jan MACSIS treatment svcs	3,422.42
75413	27203	Netcare Corporation	Columbus	Clarb.111, March MACSIS treatment svcs	254.70
75413	27204	Samaritan Behavioral Health	Dayton	Clarb.111, March MACSIS treatment svcs	92.61
75413	27205	Matt Talbot House	Springfield	Clarb.111, March MACSIS treatment svcs	6,597.84
75413	27206	TCN Behavioral Health Services, Inc.	Xenia	Clarb.111, March MACSIS treatment svcs	90,163.83
75413	27207	Women's Recovery Center	Xenia	May allocation	88,812.00
75413	27208	TCN Behavioral Health Services, Inc.	Xenia	Emergency housing allocation	39.99
75413	27214	Clark State Conference Services		Catering for FIT training, 3/12-13	318.59
75413	27215	ADPRO.org, Inc.		Promotional items for MCSAC	643.00
75413	27218	Eastway Corporation	Dayton	March inpatient independent evaluations	2,025.00
75957	26841	Dayton Power & Light		April electric	1,185.99
75957	26852	All Phase Electric Supply Co.		Supplies	71.96
75957	26857	Handyman Hardware		Supplies	43.96
75957	26858	Ohio Edison		April electric	500.00
75957	26939	Speedway SuperAmerica		March fuel purchases	62.52
75957	26946	All Phase Electric Supply Co.		Supplies	10.74
75957	26956	Lawn Masters Lawn/Landscaping		Top soil	20.00
75957	27209	Collins, Alan E.		May legal fee, commitment hearings	3,978.00
75957	27210	Doug Richey Construction & Maintenance		Electrical and HVAC repair	571.00
75957	27211	Cintas Corporation Loc. 02		Uniforms and building supplies	448.23
75957	27212	City of Springfield		March water/sewer/storm water	1,003.80

<i>Line</i>	<i>PO Number</i>	<i>Payee</i>	<i>City</i>	<i>Description</i>	<i>Amount</i>
75957	27213	Ohio Association of County Behavioral Health Authorities		OOD project support/technical assistance	3,113.69
75957	27216	Ohio Edison		April electric	3,414.92
75957	27217	Sparkle-N-Shine, LLC		April janitorial svcs & strip/wax floors	2,076.72
75957	27219	Vectren Energy Delivery		April gas bill	192.82


W. Kent Youngman, President/CEO

Grand Total

\$432,467.16

To: John S. Federer, Clark County Auditor

On May 2, 2014, The President/CEO of The Mental Health & Recovery Board of Clark, Greene, and Madison Counties approved payment of the following purchase orders:

Line	PO Number	Payee	City	Description	Amount
75413	27220	McKinley Hall, Inc.	Springfield	Clarb.118, Mar-Apr MACSIS treatment svcs	29,554.77
75413	27221	TCN Behavioral Health Services, Inc.	Xenia	Clarb.118, Mar-Apr MACSIS treatment svcs	168,233.40
75413	27222	Madison County Department of Family & Children		Clarb.118, March MACSIS treatment svcs	4,252.08
75413	27231	Ryan Training & Consultation		Consultation and facilitation Hot Spots Project	10,500.00
75957	26834	PNC Bank		Utility payments by credit card	100.00
75957	26840	PNC Bank		Utility payments by credit card	500.00
75957	26862	PNC Bank		Utility payments by credit card	200.00
75957	26885	James Flooring LLC		Carpet/vinyl, 1101 E. High Street	1,808.60
75957	27223	James Flooring LLC		Carpet/vinyl, 1101 E. High Street	996.49
75957	27224	Martin, Browne, Hull & Harper		March legal fees	84.00
75957	27225	Ohio Edison		April electric	201.95
75957	27226	PNC Bank		Utility payments by credit card	1,932.37
75957	27227	PNC Bank, N.A.		May mortgage	7,628.67
75957	27228	The Madison Press		Renew subscription 1 year	186.99
75957	27229	City of Springfield		April water/sewer/storm water	39.76
75957	27230	Dayton Power & Light Co.		April electric	996.71


W. Kent Youngman, President/CEO

Grand Total

\$227,215.79

**ELECTION OF OFFICERS
FISCAL YEAR 2015 SLATE OF OFFICERS**

At the April 21st MHR Board meeting, the Nominating Committee submitted its slate of officers for fiscal year 2015. This slate is defined below:

Chairperson	Jim Vernon
Vice Chairperson	Lauren Ross
Secretary	Julie Anthony

As defined in the Board’s Bylaws, at the May meeting the Board will elect its officers for a period of one year. Accordingly, the Board will now accept nominations from the floor.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES CLOSE ITS NOMINATIONS FROM THE FLOOR FOR FISCAL YEAR 2015 BOARD OFFICERS.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ELECT THE FOLLOWING BOARD MEMBERS AS BOARD OFFICERS FOR FISCAL YEAR 2015:

CHAIRPERSON	_____
VICE CHAIRPERSON	_____
SECRETARY	_____

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Cash Position and Fund Balances

As of 4/30/2014

(In Whole Numbers)

	General Fund	Special Revenue Funds	Fiduciary Funds	Total
Cash Receipts				
Taxes	9,321,572	0	0	9,321,572
Intergovernmental	1,014,143	5,118,585	2,672,286	8,805,014
Rental	607,398	0	0	607,398
Miscellaneous	9,240	2,126	0	11,366
Total Cash Receipts	<u>10,952,353</u>	<u>5,120,711</u>	<u>2,672,286</u>	<u>18,745,351</u>
Cash Disbursements				
Salaries	(782,864)	(137,029)	0	(919,893)
Benefits	(196,020)	(624)	0	(196,644)
Treatment Services	(6,440,725)	(4,925,360)	(2,664,943)	(14,031,027)
Professional Services	(76,387)	0	0	(76,387)
Operating	(47,832)	(486)	0	(48,319)
Rent/Utilities	(277,717)	(6,086)	0	(283,803)
Repairs/Maintenance	(24,817)	0	0	(24,817)
Capital Outlays/Equipment	(513,285)	(457)	0	(513,742)
Advertising/Printing	(6,312)	0	(418)	(6,730)
Principle/Interest	(76,287)	0	0	(76,287)
Insurance	(38,629)	0	0	(38,629)
Lease	(8,056)	0	0	(8,056)
Travel/Conference	(11,461)	(1,057)	0	(12,517)
Other	(137,892)	0	0	(137,892)
Total Cash Disbursements	<u>(8,638,284)</u>	<u>(5,071,099)</u>	<u>(2,665,361)</u>	<u>(16,374,743)</u>
Total receipts over/(under) disbursements	2,314,070	49,613	6,925	2,370,608
Other financing receipts/(disbursements)				
Advance To/From	209,422	(209,422)	0	0
Transfer In/Out	(117,465)	117,465	0	0
Prior Year Refund	4,700	68,338	0	73,038
Total Other financing receipts/(disbursements)	<u>96,657</u>	<u>(23,619)</u>	<u>0</u>	<u>73,038</u>
Excess cash receipts over/(under) disbursements	<u>2,410,727</u>	<u>25,994</u>	<u>6,925</u>	<u>2,443,646</u>
Fund Balance at beginning of year	8,482,466	364,612	894,111	9,741,189
Fund balances at end of period	<u>10,893,193</u>	<u>390,605</u>	<u>901,036</u>	<u>12,184,835</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

General Fund

FY 2014

From 4/1/2014 Through 4/30/2014

(In Whole Numbers)

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Budget Change</u>	<u>YTD Actual</u>	<u>Final Budget Variance</u>
Cash Receipts					
Taxes	10,165,397	10,165,397	0	10,335,715	170,318
Rental	731,489	731,489	0	602,544	(128,945)
Miscellaneous	6,180	6,180	0	13,430	7,250
Total Cash Receipts	<u>10,903,066</u>	<u>10,903,066</u>	<u>0</u>	<u>10,951,689</u>	<u>48,623</u>
Cash Disbursements					
Salaries	984,793	974,129	(10,664)	782,864	191,265
Benefits	285,800	285,800	0	196,020	89,780
Treatment Services/Activities	9,235,208	8,799,972	(435,236)	5,158,904	3,641,068
Professional Services	115,278	115,278	0	72,123	43,155
Operating	63,762	63,762	0	42,861	20,901
Rent/Utilities	339,115	339,115	0	239,846	99,269
Repairs/Maintenance	30,600	30,600	0	20,575	10,025
Capital Outlay/Equipment	271,200	606,382	335,182	482,070	124,312
Advertising/Printing	10,000	10,000	0	6,312	3,688
Principle/Interest	91,545	91,545	0	76,287	15,258
Insurance	42,596	42,596	0	38,629	3,967
Lease	11,000	11,000	0	7,981	3,019
Travel/Conference	16,460	16,086	(374)	10,069	6,017
Other	203,950	203,950	0	137,712	66,238
Total Cash Disbursements	<u>11,701,307</u>	<u>11,590,215</u>	<u>(111,092)</u>	<u>7,272,253</u>	<u>4,317,962</u>
Transfers					
Total Transfers	<u>(35,000)</u>	<u>(73,616)</u>	<u>(38,616)</u>	<u>(73,616)</u>	<u>0</u>
Cash Receipts Over/(Under) Disbursements	<u>(833,241)</u>	<u>(760,765)</u>	<u>72,476</u>	<u>3,605,821</u>	<u>4,366,585</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

Special Revenue Funds

FY 2014

From 4/1/2014 Through 4/30/2014

(In Whole Numbers)

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Budget Change</u>	<u>YTD Actual</u>	<u>Final Budget Variance</u>
Cash Receipts					
Intergovernmental	3,716,190	6,091,440	2,375,250	4,534,324	(1,557,116)
Miscellaneous	<u>7,500</u>	<u>75,838</u>	<u>68,338</u>	<u>70,024</u>	<u>(5,814)</u>
Total Cash Receipts	3,723,690	6,167,278	2,443,588	4,604,347	(1,562,931)
Cash Disbursements					
Salaries	49,837	196,779	146,942	99,964	96,815
Benefits	0	0	0	624	(624)
Treatment Services/Activities	3,794,425	6,100,660	2,306,235	4,702,114	1,398,546
Professional Services	90	90	0	0	90
Operating	1,725	1,725	0	225	1,500
Rent/Utilities	1,838	6,554	4,716	4,319	2,235
Capital Outlay/Equipment	128	512	384	333	179
Travel/Conference	<u>647</u>	<u>3,900</u>	<u>3,253</u>	<u>933</u>	<u>2,967</u>
Total Cash Disbursements	3,848,690	6,310,220	2,461,530	4,808,513	1,501,707
Transfers					
	<u>125,000</u>	<u>142,942</u>	<u>17,942</u>	<u>142,942</u>	<u>0</u>
Total Transfers	125,000	142,942	17,942	142,942	0
Cash Receipts Over/(Under) Disbursements	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>(61,223)</u></u>	<u><u>(61,223)</u></u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

Fiduciary Funds

FY 2014

From 4/1/2014 Through 4/30/2014

(In Whole Numbers)

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Budget Change</u>	<u>YTD Actual</u>	<u>Final Budget Variance</u>
Cash Receipts					
Intergovernmental	<u>2,127,785</u>	<u>2,672,286</u>	<u>544,501</u>	<u>2,672,286</u>	<u>0</u>
Total Cash Receipts	2,127,785	2,672,286	544,501	2,672,286	0
Cash Disbursements					
Treatment Services/Activities	2,127,785	3,550,071	1,422,286	2,664,943	885,128
Advertising/Printing	<u>0</u>	<u>0</u>	<u>0</u>	<u>418</u>	<u>(418)</u>
Total Cash Disbursements	2,127,785	3,550,071	1,422,286	2,665,361	884,710
Transfers					
Total Transfers	<u>0</u>	<u>877,785</u>	<u>877,785</u>	<u>894,111</u>	<u>16,326</u>
Total Transfers	0	877,785	877,785	894,111	16,326
Cash Receipts Over/(Under) Disbursements	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>901,036</u></u>	<u><u>901,036</u></u>

Mental Health & Addiction Services Program Committee Report
Tuesday, May 13, 2014

The Mental Health & Addiction Services Program Committee met on Tuesday, May 13, 2014 at 5:30 p.m. at Greene County Educational Service Center (ESC), 360 East Enon Road, Yellow Springs, Ohio.

PRESENT: Delvin Harshaw, Chairperson; Julie Anthony; Marilyn Demma; Linda Griffith; Benjamin Harrison; Kim Michael; Kellie Phillips; Roger Roberts; Lauren Ross; and Steve Shelton

STAFF: Dr. Kent Youngman, Dr. Greta Mayer, Roselin Runnels, Tracey Stute

GUESTS: Debbie Matheson – Family Violence Prevention Center of Greene County
Bill Voskuhl and Grace Winner – Greene County Juvenile Court, Strengthening Families
Melissa Litteral – Greene Leaf Alcohol and Drug Treatment Program
Rhonda Baer – Housing Solutions of Greene County
Dennis Driscoll – Matt Talbot House
Laura Baxter – Project Woman
Jennifer Powell – Springfield Metropolitan Housing Authority, Project Choice

Delvin Harshaw opened the meeting at 5:30 p.m. and stated that the meeting covers SFY 2015 allocation recommendations to eight (8) partner agencies of the Mental Health & Recovery Board of Clark, Greene and Madison Counties.

Debbie Matheson, Director of Family Violence Prevention Center of Greene County, distributed handouts and provided statistics for the current year: 74 adults and 62 children received shelter services; 62 adults have received individual counseling services; and 17 have completed the domestic violence intervention program. Debbie also noted that the ribbon cutting for opening ten (10) new beds is Thursday, May 22. An Uncommon Affair, a major fundraising event for the agency, is May 16th.

Delvin read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH FAMILY VIOLENCE PREVENTION CENTER OF GREENE COUNTY FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$30,213. BELOW IS THE ALLOCATION BY SERVICE CATEGORY.

Mental Health	Board Rate	Units	Amount
Mental Health Assessment (non-physician)	52.67	231	7,794
BH Counseling and Therapy (Ind.)	12.13	1,904	7,115
BH Counseling and Therapy (Gp.)	*9.87	2,133	4,659
Other MH Svc., non-healthcare services	45.15	11,680	10,645
TOTAL		15,948	30,213

*Medicaid Ceiling Rate, Agency Rate is \$22.30

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

Ben Harrison moved for approval of the recommendation and Julie Anthony provided a second. The motion passed unanimously.

Bill Voskuhl introduced Grace Winner who oversees the Strengthening Families program at the Greene County Juvenile Court and thanked the MHRB for the additional funding during SFY 2014. Grace distributed handouts and reported that 32 families have participated in the program and that number will likely increase before the end of the year. Of 71 youth in the program, only 4 have reoffended within three (3) months of completing the program. She noted that most charges are for truancy. Most of the families involved experience communication problems and must learn to balance love and limit or boundary setting. An outcome of the program is the new respect parents and children have for each other. Grace also told the committee that 23 donations totaling \$350 allowed the program to provide incentives such as arriving early to program activities.

Delvin read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH GREENE COUNTY JUVENILE COURT FOR ALCOHOL AND OTHER DRUG PREVENTION EDUCATION FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$45,000. PAYMENT WILL BE ON A COST REIMBURSEMENT BASIS.

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

Roger Roberts moved for approval of the recommendation and Kim Michael provided a second. The motion passed unanimously.

Melissa Litteral, Chief of Adult Probation with the Greene County court system, distributed handouts and reminded the committee that the Greene Leaf program began in 2001 which has had strong support from judges since its inception. The program is for both males and females and provides judges with a sentencing alternative to prison. There are 20 beds for women and 30 for men. Most participants have level 4 and 5 felonies, although some come from the Municipal Court and have misdemeanors. The program is obtaining certification from the Ohio Department of Mental Health & Addiction Services (Ohio MHAS) to operate as “non-medical community residential” treatment and, although some aspects of the therapeutic model will be retained, the program name will change and Therapeutic Community will be dropped. She thanked the Board for assistance with this process. Statistical information included:

- In 2013 and 2014 the graduation/completion rate was 72%;
- Currently 40 individuals are in the program and 40 are in aftercare;
- 96 individuals were served in 2013 and 91 in 2014.

Participants are engaged in individual and group counseling, parenting classes, GED preparation, anger management classes and the evidence-based cognitive behavioral therapy program “Thinking for a Change,” specifically developed for the offender population. Melissa reported that she has been impressed with the positive improvement in attitude she has seen with the use of “Thinking for a Change.” Melissa indicated that they are interested in the feasibility of providing Medication Assisted Treatment in the future. She also noted beginning a pilot project next fiscal year through receipt of an Ohio MHAS grant to improve behavioral health linkages of incarcerated individuals.

Delvin read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH GREENE LEAF FOR STATE FISCAL YEAR 2015 FOR NON-MEDICAL COMMUNITY RESIDENTIAL SERVICES IN THE AMOUNT OF \$59,149. PAYMENT WILL BE MADE ON A ONE-TWELFTH MONTHLY BASIS.

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

Linda Griffith moved for approval of the recommendation and Ben Harrison provided a second. The motion passed unanimously.

Rhonda Baer, Director of Housing Solutions of Greene County, began by thanking the MHRB for the additional allocation during SFY 2014 that allowed the agency to purchase snow removal equipment for use on the properties they manage. She distributed handouts and indicated that work will begin in the very near future for Columbus Place, a six (6) unit facility that will provide housing for homeless individuals who have a severe and persistent mental illness. Rhonda also informed the committee that Housing Solutions has received \$600,000 for

comprehensive renovation of apartments on Anna Street in Fairborn. She spoke about the MHRB Mini Grant that has allowed for training for residents on the elimination of bed bugs. Residents have been very grateful for this assistance. Rhonda noted that with appropriate service support from a treating agency like TCN, individuals with forensic statuses who have severe and persistent mental illness could be eligible for housing.

Delvin read the motion as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH HOUSING SOLUTIONS OF GREENE COUNTY, INC. FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$137,482. PAYMENT WILL BE MADE ON A ONE-TWELFTH MONTHLY BASIS.

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

UNITS PRODUCED FOR OTHER MENTAL HEALTH SERVICES (HOUSING) WILL BE ENTERED AS A WITHHOLD ON FEE-FOR-SERVICE PAYMENTS.

Linda Griffith asked for an explanation of the language “withhold on fee-for-service payments.” Kent Youngman stated that this allows MHRB to track service delivery accurately while simultaneously making regular payments to the agency. This language is included in the motion to provide clarity in contracts and instruction for fiscal tracking.

Julie Anthony moved for approval of the recommendation and Kellie Phillips provided a second. The motion passed unanimously.

Dennis Driscoll, Director of Matt Talbot House, distributed a handout and spoke about who Matt Talbot was and the mission as providing drug free housing for men. Matt Talbot House has 14 beds with MHRB providing support for 10. Most residents range in age from 21 – 52. Residents are eligible for participation in a voucher program for several weeks of their initial stay. During this time, many of the men are continuing outpatient treatment at McKinley Hall or actively seeking employment. Dennis described the consequences for those not able to maintain sobriety or follow house rules. This generated some questions from committee members about how dismissals are handled, especially whether residents are referred for additional help.

Delvin read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE MATT TALBOT

HOUSE FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$71,504. PAYMENT WILL BE MADE ON A ONE-TWELFTH MONTHLY BASIS.

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

UNITS PRODUCED FOR OTHER ALCOHOL AND DRUG SERVICES WILL BE ENTERED AS A WITHHOLD ON FEE-FOR-SERVICE PAYMENTS.

Roger Roberts moved for approval of the recommendation and Kim Michael provided a second. The motion passed with one no vote.

No one from NAMI of Clark and Greene Counties was present. Lauren Ross moved to table the recommendation and discussion until May 2014 full MHRB meeting. Steve Shelton seconded the motion. MHRB staff will ensure this is included in the May MHRB Meeting agenda and that representatives from the organization are present.

Laura Baxter, Director of Project Woman, shared with the committee the mission statement of the agency and that Project Woman celebrates its 40th anniversary this year. Laura highlighted accomplishments, including re-certification from COA through 2017, restructuring of policies and procedures to reflect a trauma informed approach to services, the PAVE Coalition, and more use of Spanish-language materials. Laura reported that the agency has already utilized 500 bed days in the emergency shelter, has hired an advocate to provide outreach to military families, and conducted support groups at Wittenberg for those who have experienced dating violence.

Delvin read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH PROJECT WOMAN FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$91,000. BELOW IS THE ALLOCATION BY SERVICE CATEGORY.

Mental Health	Board Rate	Units	Amount
Mental Health Assessment (non-physician)	*129.99	225	2,860
BH Counseling and Therapy (Ind.)	*22.50	3,400	495
BH Counseling and Therapy (Gp.)	*9.87	1,240	494
Community Psychiatric Supportive Treatment (Ind.)	*21.33	4,200	2,133
Temporary Housing	63.83	4,745	85,018
Total		13,810	91,000

*Medicaid ceiling, Agency rate

Mental Health Assessment (non-physician) \$131.93 BH Counseling and Therapy (Gp) \$13.93

Community Psychiatric Supportive Treatment (Ind) \$21.58 BH Counseling and Therapy (Ind) \$24.25

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

Julie Anthony moved for approval of the recommendation and Marilyn Demma provided a second.

Jennifer Powell, representing the Project Choice program with Springfield Metropolitan Housing Authority, distributed handouts and described the structured after school and summer programs provided through Project Choice. The focus is threefold: School, Fun, and Family. Currently the services alternate between Sherman Court and Lincoln with the goal of being able to offer services in both locations. Children receive homework assistance, participate in an alcohol/drug prevention activity, and enjoy a meal through the Children’s Hunger Alliance. Jennifer described engaging parents through their child’s participation in programming.

Delvin read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE SPRINGFIELD METROPOLITAN HOUSING AUTHORITY PROJECT CHOICE PROGRAM FOR ALCOHOL AND OTHER DRUG PREVENTION ALTERNATIVES FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$34,560. PAYMENT WILL BE ON A COST REIMBURSEMENT BASIS.

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

ATTACHMENT E

Linda Griffith moved for approval of the recommendation and Steve Shelton provided a second. The motion passed unanimously.

No miscellaneous business was noted.

Roger Roberts moved for adjournment at 6:50 p.m.

**NAMI OF CLARK AND GREENE COUNTIES
STATE FISCAL YEAR 2015**

NAMI of Clark and Greene Counties is an education, advocacy, and support organization for a diverse group of individuals with mental illness, their friends, and families. NAMI offers monthly meetings, educational courses, and guides consumers and their loved ones through the local mental health system.

NAMI currently operates two peer support centers—one in Clark County and one in Greene County, giving consumers of behavioral health services the opportunity to develop programming to supplement existing mental health services and enhance community resources. For example, peer support centers help consumers find meaningful relationships, problem-solve, advocate for needed services, and improve skills/knowledge.

NAMI also operates a hygiene clinic in Springfield and Fairborn. The purpose of the hygiene clinic is to provide basic hygiene services for consumers, such as laundry services, haircuts, and shower facilities. In addition, the hygiene clinic offers education to prevent lice and bed bug infestation.

During SFY 2015 NAMI will support training for two Peer Support Specialists who will work within the peer support centers in Clark and Greene Counties.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH NAMI OF CLARK AND GREENE COUNTIES FOR STATE FISCAL YEAR 2015 IN THE AMOUNT OF \$313,210. PAYMENT WILL BE MADE ON A ONE-TWELFTH MONTHLY BASIS. BELOW IS THE ALLOCATION BY SERVICE CATEGORY.

NAMI OPERATIONS	\$43,500
PEER SUPPORT CENTER—CLARK	101,055
PEER SUPPORT CENTER—GREENE	156,655
HYGIENE CLINIC—CLARK	6,000
HYGIENE CLINIC—GREENE	<u>6,000</u>
	\$313,210

AT THIS TIME, STATE DEPARTMENT ALLOCATIONS TO BOARDS HAVE NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2015 ALLOCATIONS DEPENDENT UPON FINAL STATE ALLOCATIONS.

**Executive Committee Summary
Friday, May 9, 2014**

The Executive Committee met on Friday, May 9, 2014 at 7:30 a.m. at the administrative offices of the Mental Health & Recovery Board of Clark, Greene and Madison Counties, 1055 East High Street, Springfield, Ohio.

PRESENT: Jim Vernon, Chair; Scott Anger, Julie Anthony, Delvin Harshaw, Lauren Ross, Roger Roberts

Staff: Dr. Kent Youngman, Nancy Boop, Kevin Taylor

Jim Vernon, Chair, opened the meeting by welcoming all those present. He then asked Kent and Nancy to review the proposed FY 2015 MHR Board Salary Ranges. Nancy explained that the proposed ranges reflect a 3% increase, as compared to fiscal year 2014, to the minimum and maximum of each range. Nancy also stated that the Assistant Director of Finance and the Assistant Director of Programs and Evaluation positions are now reflected in the same range. Below is historical data for the range increases and consumer price index.

	Range Increase
Fiscal Year 2010	0.0%
Fiscal Year 2011	1.5%
Fiscal Year 2012	3.0%
Fiscal Year 2013	3.0%
Fiscal Year 2014	3.0%
Fiscal Year 2015 (Proposed)	3.0%

	Consumer Price Index
March 2009 - 2010	2.2%
March 2010 - 2011	2.7%
March 2011 - 2012	2.7%
March 2012 - 2013	1.5%
March 2013 - 2014	1.5%

Nancy pointed out that the salary range increases over a six year period, including the proposed FY 2015 ranges, have averaged 2.25%. The Consumer Price Index average increase over the last five years has been 2.12%. Therefore, a 3% increase in the FY 2015 ranges would keep the MHR Board “in line” with inflation and allow a small percentage increase for merit.

There was discussion regarding total compensation including health care costs in which MHR Board employees contribute 20% and OPERS in which employees contribute 10%.

There was also discussion regarding salary survey data in the community. Nancy stated that a salary survey was completed two years ago, determining that the Board's salary ranges "slotted" well within the community and within the statewide Salary Survey conducted by the Ohio Association of County Behavioral Health Authorities (OACBHA). The OACBHA survey data is not yet available for this year; staff instructed Nancy to compare our salary data to this information when it becomes available.

Kent reminded the committee members that the increase in the salary ranges does not automatically equate to each staff person receiving a 3% increase. Increases for staff are based on merit will be included in the Board Budget which will be presented to Committee/Board in June. Each person will be evaluated based on where they are in their particular range and their performance in the past year.

Jim then read the recommendation:

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVE THE PROPOSED MHR BOARD SALARY RANGES FOR FISCAL YEAR 2015. THIS PROPOSAL REFLECTS AN INCREASE OF 3% COMPARED TO THE FISCAL YEAR 2014 RANGES.

It was moved by Lauren Ross, seconded by Scott Anger, to approve the recommendation for FY 2015 Salary Ranges. Motion carried.

Jim then moved to the second item on the agenda: FY 2015 Board/Agency Agreement. Kent stated that Board staff has reviewed the standard service agreement between the MHR Board and the provider agencies and is suggesting no changes, with the exception of adding GOSH to any place in the agreement that references MACSIS.

However, on May 6th, staff received a letter from Lynn West, CEO of TCN Behavioral Health Services requesting that two items in the service agreement be eliminated. This request is based on the fact that the Board now purchases units of service at an agreed upon unit rate. Lynn's letter states that these two items in the contract date back to the days when the Board grant funded agencies. Lynn requested that the sections pertaining to the Audit (Section I, Item 11) and Section I, Item 13 Agency Staffing and Employee Compensation be eliminated.

Staff explained that in the Ohio Revised Code 340.03, it states that it is the responsibility of the Board to "Audit, in accordance with rules adopted by the auditor of state pursuant to section

117.20 of the Revised Code, at least annually all programs and services provided under contract with the board”.

In reference to the section relating to agency salaries, the federal assurances require that funds not be used to pay the salary of an individual, at a rate in excess of a specified amounts. In addition to this, Lauren stated that in contracting with the Board, all agency salary data becomes public information.

After a lengthy discussion on both of these requests, it was the consensus of the committee that the Board/Agency agreement not be amended as requested by TCN Behavioral Health Services.

Next, the committee reviewed a request from Linda Griffith for revisions to the agreement. Linda was unable to attend the meeting and sent the request via email. Kent reviewed each of Linda’s requests. They are summarized below:

Section I, Item 8 Admission Requirements

In addition to race, age, sex, etc., this section will now include all categories defined in Board Policy #24 Civil Rights Compliance.

Section I, Items 10.2 and 10.3 Information

In reference to Quality Improvement plans, delete the sentence that says applies to agencies providing alcohol and drug services only.

Section I, Item 20 Insurance

Should malpractice limits for psychiatrists be specified? Kent checked with the attorney for OACBHA and she feels the limit per claim and the aggregate is sufficient.

Section I, Item 25 Fund Raising

Replace “MHR” with “Board”.

Section II, Item 2.1 Fee-For-Service and Section III, Item 2 Compliance with HIPAA

When the word “Member” is used, “(Client)” has been inserted immediately following and when the work “Consumer” is used, “(Client)” has been inserted immediately following.

Section III, Item 3.1 Termination by Agency

Eliminate the redundant statement “In the event” for 3.1, paragraphs a and b. For paragraph c, eliminate the “c”, to make it a standalone paragraph.

Section III, Item 6 Non-Waiver

The word “breach” has been changed to “enforcement”.

The following motion was then developed by the committee:

IT IS THE RECOMMENDATION OF THE EXECUTIVE COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES REVISE THE STANDARD BOARD/AGENCY SERVICE AGREEMENT AS DEFINED IN THE ATTACHED DOCUMENT, EFFECTIVE FOR FISCAL YEAR 2015.

It was moved by Roger Roberts, seconded by Scott Anger, to revise the Board/Agency service agreement effective for Fiscal Year 2015. Motion carried.

Lastly, Nancy informed the committee that the Board will be receiving \$600,000 from the Ohio Housing Finance Agency and Ohio Department of Mental Health and Addiction Services to be used to completely renovate the Board's property located at 1480 Anna Street in Fairborn. Additional information will be provided at the June meeting along with a recommendation.

There being no further business, a motion was made by Roger Roberts to adjourn.

AGREEMENT

This is an Agreement between the Mental Health & Recovery Board of Clark, Greene and Madison Counties (Board) and the _____ (Agency).

RECITALS

- A. The Mental Health & Recovery Board of Clark, Greene and Madison Counties was established in accordance with Chapter 340 of the Ohio Revised Code. One of the purposes of the Board is to provide for alcohol, drug addiction and mental health services and facilities to residents of Clark, Greene and Madison counties, by contract with private and public entities which provide such facilities and services.
- B. This Agreement is for the purpose of defining the specific scope and responsibilities of the Board and the Agency for implementation of the Annual Agency Allocation Request for Fiscal Year 2015.

SECTION I

The Agency agrees as follows:

- 1. Programs. The Agency shall provide the programs and services set forth in the Agency's approved budget. Exhibit A of this document represents limited program information as required via the Annual Agency Allocation Request. Such programs and services shall be provided in accordance with accepted standards and guidelines and in accordance with the existing requirements of law and the rules, regulations and standards promulgated by the Ohio Department of Mental Health and Addiction Services so as to assure reimbursement for approved Agency expenditures. Copies of the existing rules, regulations and standards of the State department are available for examination at the Board's office and are incorporated herein by reference. All programs and services will be provided in facilities owned by the Board or facilities approved by the Board.
- 2. Program Changes or Additions. Program changes or additions may be made only under the following circumstances.
 - 2.1. Board Request. The Board may request that the Agency revise an existing program or implement a new program. Any request shall include a proposed start date for the revision or implementation.

Unless the Agency provides notice to the Board of its intent to terminate this Agreement in connection with such a request, as set forth in Section III, paragraph 3.1, below, the Board's request shall be documented in writing which will become an addendum to this Agreement.

- 2.2. Agency Request. The Agency shall not substantially modify current programs, except as provided for herein, until there has been joint consideration by the Board and Agency as to the effect of such changes on the Annual Agency Allocation Request.

3. Quality Improvement. The Agency shall have a quality improvement system that meets the standards established by the Ohio Department of Mental Health and Addiction Services and the Board. The Agency shall adopt and implement a quality improvement plan through which it shall establish standards and protocols of practice, analyze utilization of services, evaluate performance and client outcomes and institute needed changes. All Agencies shall be in compliance with state department requirements.
4. Evaluation of Programs. The Agency shall permit the Board's CEO or other administrative employees to visit its facilities and to inspect its records to evaluate the programs and services provided. The Agency shall support the Board's obligation for and role in determining the effectiveness of Agency's clinical program through quality improvement and program evaluation activities and as such the Agency agrees to cooperate and collaborate with the Board in conducting such evaluation activity. Ordinarily the Board will provide reasonable prior written notice to the Agency of the areas or items to be evaluated. However, the Board reserves the right to carry out its activities under this paragraph without such notice if it determines that providing such notice could adversely affect its ability to conduct a thorough and efficient evaluation.
5. System Coordination. The Agency shall cooperate as an affiliate agency by coordinating its programs with those of other affiliate agencies in the Mental Health & Recovery Board system to provide the most effective and efficient programs possible for Clark, Greene and Madison County residents.
6. Client Data System. The Agency shall maintain a client data system including the following:
 - 6.1 Management Information Reporting. The Agency shall conform to reporting requirements of the Ohio Department of Mental Health and Addiction Services. This includes the client demographic reporting system known as the Behavioral Health Data Module.
 - 6.2 Clinical Record Format. The Agency shall maintain an integrated clinical record in accordance with applicable law.
 - 6.3 Release of Information Form. The Agency shall request that clients fill out release of information forms in accordance with applicable law that will allow transfer of records to other affiliate agencies of the system when deemed appropriate by the Agency and also to allow data to be provided to the Board and the State of Ohio as necessary to provide information under MACSIS/GOSH claims processing requirements.
 - 6.4 Referral Acceptance. The Agency shall accept all appropriate referrals from other affiliate agencies of the system in accordance with the Agency's admission criteria. If appropriateness cannot be readily determined by the agencies involved, the Board may discuss with the Agency and any affiliate agencies the appropriateness of the referral. An appropriate referral may include placement at another agency in or outside the system.

The Agency shall make all clients or prospective clients, aware of other available service providers, in order that the client may have a choice of providers.

7. Resident Eligibility. Any resident of Clark, Greene or Madison County may make application to the Agency for acceptance as a client. Application may be made directly by a resident or by someone else acting on the client's behalf. Priority shall be given to residents of Clark, Greene and Madison

County, Ohio. The intent is that the providers serve residents within their respective county of residence.

7.1 Persons who are not residents of the Mental Health & Recovery Board system but seek services within Clark/Greene/Madison counties shall:

- (i) be served to the extent required by Federal or State law, regulations issued by the Ohio Department of Mental Health and Addiction Services or contracts entered into by the Board; and
- (ii) shall be eligible to receive emergency services, if needed.

8. Admission Requirements. The Agency shall maintain admission requirements in accordance with generally accepted standards for acceptance, diagnosis and treatment as required by it and policies of its Board of Directors and shall accept clients without regard to their race, age, sex, color, creed, national origin, *gender identity, sexual orientation, genetic information, veteran status, religion* or disability.

8.1 Agency shall provide services to all Board clients on the same basis as Agency is accepting and serving non-Board clients.

9. Negotiated Fee. Clients of the Agency may be charged a negotiated fee based on client income, applicable expenses, and needed clinical intensity. No person in need of service who is otherwise eligible for service under this agreement shall be denied services based on ability to pay. Persons who are in need of service who are indigent and suffer serious and persistent mental illness or alcohol/drug abuse are the Board's priority for service. The Board may monitor the negotiated contribution procedure to insure consistent application.

10. Information. The Agency shall provide to the Board such documents as are required by applicable Federal and State law. The Agency shall provide other documents as required by the Board for informational, regulatory and/or monitoring purposes necessary for the Board to carry out its mandated functions. Such information shall include, but is not limited to, individual client records as permitted by RC 5122.31 and other applicable Federal and State laws, including assurance statements required by ODMHAS. The Agency shall submit reports and other documentation to the Board as follows:

10.1 Annual and monthly financial reports.

10.2 Quality improvement plans for initial review and approval and annually thereafter. ~~Applies to agencies providing alcohol and drug services only.~~

10.3 Mid-year and year-end reports of quality improvement activities including corrective action plans. ~~Applies to agencies providing alcohol and drug services only.~~

10.4 Evaluation data and records as requested by the Board.

10.5 Copies of minutes of its Board of Trustees and Committees thereof upon request of the Mental Health & Recovery Board of Clark, Greene and Madison Counties.

- 10.6 Prompt notice of any suit or charge filed against it in any court or administrative agency; prompt notice of any discrimination claim asserted against it by or on behalf of an employee or client if such claim is not fully resolved through the Agency's internal grievance procedure. Upon request, the Agency shall give the Board any and all relevant information concerning any suit, charge or unresolved discrimination claim and shall also provide a monthly status report to the Board on any such matter until it is finally resolved. This section shall not require the Agency to provide to the Board any information which is subject to attorney-client privilege or is attorney work product.
- 10.7 Waiting lists for services under contract in accordance with the quality improvement plan approved by the Board.
- 10.8 Major unusual incident reports and reports of abuse and neglect shall be transmitted to the Board and to the State within 24 hours of occurrence in accordance with Federal and State law and Board requirements. A summary of corrective action being taken shall be sent, when requested.
- 10.9 Any other information requested by the Board that is related to the Agency's duties and obligations under this Agreement.
11. Audits. All programs and services provided under contract shall be audited on an annual basis. The cost of the audit is to be borne by the Agency. The professional relationship is between the auditor, the Board and the Agency. The Agency and the Board will jointly select the auditing firm, develop the specifications of the audit and negotiate rates. Agency staff and Board staff will be included in the exit review conducted by the audit firm. In order for the audit to be completed in a timely manner, all MACSIS/GOSH claims for the current fiscal year must be submitted to the Board within 120 days after the end of the current fiscal year. Any claims submitted after the 120-day deadline will be denied for payment. All agency audits will be completed within six months after the end of the fiscal year.
12. Board Policies. The Agency shall comply with and abide by all of the existing policies and procedures of the Board which are hereby incorporated and made a part of this Agreement by reference. Further, subject to its right of termination as hereinafter provided, the Agency shall also comply with and abide by the policies and procedures of the Board hereafter adopted which shall be given to the Agency in writing before it shall be required to comply with and abide by same. Policies or procedures to be hereafter adopted by the Board shall be proposed at least one meeting before the Board votes on the proposed policy or procedure. The Agency shall receive at least twenty-one (21) days written notice of any meeting of the Board at which action on any policy or procedure shall be considered. The Agency may be heard by the Executive Committee of the Board at such meeting by requesting to address the Committee, provided such request is made in writing, with issues of concern defined, at least nine (9) days prior to the Committee meeting. In the event of any conflict between a Board policy and this Agreement, this Agreement shall prevail.
13. Agency Staffing and Employee Compensation. The Agency shall present a proposed Fiscal Year Salary Range Schedule for review by the Board. The Agency's salary range schedule is set forth in the attached Exhibit B and incorporated herein by reference. The Agency shall not pay any employee more or less than the amount indicated on the salary range schedule.

All staff providing services under contract shall meet the applicable certification or licensure standards promulgated by the Ohio Department of Mental Health and Addiction Services and meet all other applicable Federal and State laws, rules, and regulations, and Board requirements, if any.

Except as the Board determines is necessary to meet its review and audit obligations under state and federal law and this Agreement, the Agency shall not be required to disclose to the Board individual employee personnel records, other than salary and benefit records.

14. Employee Grievance Procedure. The Agency shall establish a grievance procedure whereby employees can file written complaints regarding any denial or abuse of their employment rights and obtain a responsive and impartial internal resolution of same. Said grievance procedure shall include a statement advising employees of their legal rights to pursue employment discrimination claims with Federal, State and local enforcement agencies and/or in courts of law. The Agency's grievance procedure shall apply to the termination of employees.
15. Client Rights and Grievance Procedure. The Agency shall establish a client rights and client grievance procedure to enable clients to obtain responsive and impartial resolution of their grievances. Said grievance procedure shall include a statement advising clients of their rights to pursue claims with the Board or State. The Board will provide the Agency with the name of the Board's client rights officers.

Client rights and grievance procedures shall be in accordance with regulations and standards of the Ohio Department of Mental Health and Addiction Services and the Board. The ODMHAS requires that agencies submit to the Board for review and approval a current verification statement and client rights and grievances procedures review checklist as a part of their ongoing certification requirements. Agencies providing mental health services will submit to the Board a copy of their current Verification Statement and Client Rights and Grievance Procedures review Checklist during the annual allocation request process.

The agency Client Rights Officer will keep a written record of all client rights grievances and complaints. This record is to be available for review by the Board upon request. Annually, the agency is to submit a report to the Board's Mental Health or Alcohol and Drug Addiction Client Right Officer including the number of complaints and grievances received, the type of grievances, and the resolution status of all grievances and complaints.

The Board and the Agency have a responsibility to educate consumers regarding Client Rights' issues. Trainings may be done by the Board's Client Rights Officer alone, the Agency Client Rights Officer alone or jointly. As a part of Client Rights activities, the Board Client Rights Officer may request information relating to service availability, hours of operation, and program acceptance criteria.

16. Computerized Management Information System. The Agency shall cooperate with the Board to integrate its client records with the Board's Computerized Management Information System.
17. Reduction in Funding Allocations. The Agency agrees that the Board shall have the discretion to reduce or eliminate the funding allocation to it during the term of this Agreement in the event that any of the Board's funding is decreased or Agency service expenses are less than budgeted.

18. Reimbursement. The Agency agrees to faithfully perform its obligations under this Agreement. It shall not appropriate or use funds received hereunder for unlawful, fraudulent or dishonest purposes. It shall expend the funds received hereunder solely to provide the programs and services defined in the Funding Allocation, Exhibit D and shall reimburse to the Board such funds as are not so earned during the term of this Agreement.
19. Indemnification. The Agency agrees to indemnify and hold the Board harmless against any claims or liabilities arising under this agreement which are the sole responsibility of the Agency. This provision shall survive termination of this Agreement.
20. Insurance. The Agency shall procure and maintain such policies of comprehensive general, malpractice and professional liability and other insurance as necessary to insure it and its employees against any claim for damages arising by reason of personal injuries or death occasioned directly or indirectly by the provision of services under this agreement by the Agency. Such insurance coverage shall be in effect prior to the effective date of this Agreement. The dollar levels and limits of such insurance policies shall be no less than: _____. The Agency shall provide the Board with thirty (30) days prior written notice prior to the termination, or change in coverage status, of such policies.
21. Notice of Relationship. The Agency shall give visible acknowledgment of its contractual relationship with the Board. Agency letterhead, all advertisements and brochures shall include the MHR Board logo and a statement that the Agency is a contract agency of the Mental Health & Recovery Board of Clark, Greene and Madison Counties. This requirement applies to all program elements funded wholly or in part by the MHR Board.
22. Authority to Act for the Board. The parties acknowledge that neither has any authority to assume or enter into an obligation, orally or in writing, binding upon the other and that neither has any authority to enter into any agreements on behalf of the other.
23. Conflict of Interest. Directors, officers and employees of the Agency shall take all necessary steps to avoid a conflict of interest, or the appearance of a conflict of interest, between the provision of services pursuant to this Agreement and any other contract, employment, or private practice relationship, and shall conform to all applicable ethics laws.
24. Subcontracts. The Agency may subcontract for duties to be performed under this Agreement only with the express written approval of the Board. The Agency may subcontract for such duties only with duly certified agencies or appropriately licensed or certified individuals. The Agency shall notify Board of subcontracts. The Agency shall have binding language that subcontractors shall follow and be bound by all laws and policies of this Agreement.
25. Fund Raising. The Board recognizes that local property tax levies have been and will continue to be an important funding base for ~~MHR~~ Board services. To ensure the success of future levy campaigns, the Board needs the support and cooperation of ~~MHR~~ Board funded agencies and/or affiliates. This spirit of cooperation is especially critical as agencies and affiliates expand self-support through various fundraising campaigns and activities. And, although the Board recognizes affiliates as independent organizations, the Board is concerned about the adverse effects affiliate fundraising might have on passage of tax levies. Recognizing the significance of mutual support in passing levies and the cooperation required to conduct a successful levy campaign, the Board and Agencies must collaborate in the timing of fund-raising activities as they relate to county levy campaigns.

SECTION II

The Board agrees as follows:

1. System Administration. The Board shall use its administrative personnel to coordinate the Mental Health & Recovery Board system in the most effective and efficient manner possible.

2. Funding Allocation and Payment. The Board shall allocate funds to the Agency on the basis of the Agency's approved budget for services rendered during FY 2014 in an amount not to exceed \$_____. This amount does not include any Medicaid match. A copy of said budget being attached hereto as Exhibit C and incorporated herein by reference. Funds shall be paid to the Agency based on Exhibit D – *Funding Allocation*.
 - 2.1 Fee-for-Service. The Agency must submit claims to the Board for reimbursement of eligible services. The Agency must comply with MACSIS/GOSH claims processing requirements. Board will reimburse Agency for Non-Medicaid claims for Members (*Clients*) who qualify for Board payment according to the negotiated fee that determines Member (*Client*) co-insurance payment responsibility based on income and family size. The Board will reimburse Agency for eligible claims 100% of the rate outlined in Exhibit D, less the Member's (*Client's*) responsibility and less any other third-party sources a Member (*Client*) may be eligible to receive.

 - 2.2 Crisis Services. The Crisis service category reported through MACSIS/GOSH claims processing is exempt from Fee-For-Service, that is, reimbursement based on claims submitted. Crisis services (emergency services) shall be submitted and reported through MACSIS/GOSH like other services, but the Agency will receive its full allocation, up to actual cost, as outlined in its contract regardless of level of production for said services. Because of Medicaid requirements, Crisis services will be paid on a claim basis through MACSIS/GOSH, but the Agency will be guaranteed its total Crisis allocation, up to actual cost, regardless of production. If the Agency fails to access its full allocation of Crisis funds, the Board will pay the Agency for the remainder of the unpaid Crisis Service funds.

 - 2.3 Other Methods of Payment. The Board may make payments through methods other than those listed above, as the Board, in its sole discretion, shall deem appropriate. The Board will discuss any such alternative methods with the Agency in advance of making the affected payment(s).

3. Grants from Other Sources. This Agreement does not preclude the Agency from entering into similar agreements for financial assistance with other sources; however, the Agency shall give service priority to residents of Clark/Greene/Madison County, Ohio.

SECTION III

The Agency and Board agree as follows:

1. Certification of Compliance with Employment Laws. The Agency and the Board certify that they respectively:
 - A. shall not discriminate against or violate the civil rights of any individuals protected by laws and regulations of the United States of America and the State of Ohio;

B. shall comply with any applicable minimum wage and maximum hour provisions of the Fair Labor Standards Act;

C. shall comply with hiring, employment, and affirmative action practices in accordance with Federal, State and local laws and regulations.

2. Compliance with Health Insurance Portability and Accountability Act (HIPAA). The parties shall cooperate in operationalizing requirements imposed upon them by HIPAA. Each party shall take necessary reasonable steps to comply with HIPAA requirements, including but not limited to the following:

A. The Agency shall distribute the Board's HIPAA notice to consumers (*clients*) who have received or will receive services funded through the Board from the Agency.

B. The parties shall cooperate in determining how information will be transmitted to conform with requirements related to electronic data interchange (EDI). If necessary, the parties will enter into a Trading Partner Agreement, which defines the duties of the parties of EDI transmissions.

C. The parties shall cooperate in assessing joint security issues in order to allow the parties to conform to security requirements. If necessary, the parties will enter into appropriate agreements in accordance with HIPAA requirements, which will address joint security issues.

3. Termination. This Agreement may be terminated prior to expiration only under the following circumstances.

3.1 Termination by Agency. The Agency may terminate this Agreement under the following circumstances:

a. ~~In the event~~ the Board adopts a policy or procedure which materially changes the terms or conditions of this Agreement.

b. ~~In the event~~ the Board requests a modification to this Agreement in order to revise an existing program or implement a new program to address any changes which may be made in the Board's Annual Community Plan.

In exercising its right of termination, the Agency shall give the Board one hundred twenty (120) days' written notice. This right of termination shall exist only for a period of thirty (30) days after the Board adopts the policy or procedure referred to in division (a) or receives notice of the Board's request for a modification referred to in division (b). If such notice is not given within that period of time, the Agency shall comply with and abide by such policy or procedure or such modification.

3.2 Termination for Cause. Either party may terminate this Agreement upon thirty (30) days' advance written notice to the other party if a) the other party materially breaches this

Agreement and fails to cure such material breach within the 30-day notice period, b) the other party becomes insolvent, files any proceeding under the United States Bankruptcy Code or State Insolvency Act, or becomes the subject of any voluntary bankruptcy proceedings, c) any asset of the other party is attached or levied upon, provided that such attachment or levy is not stayed, released or satisfied within seven (7) days, or d) any representation or warranty made by the other party shall prove to be materially incorrect when made and any such misrepresentation or warranty is not cured within the 30-day notice period. The Board's obligation to provide funds hereunder shall cease upon the effective date of termination of this Agreement.

In the case of a material breach by Agency, the Board may withhold funding otherwise payable under this Agreement until the Agency has fully cured and remedied the breach within the thirty (30) days notice period.

4. Non-Renewal. Either party may elect not to renew this Agreement by giving one hundred twenty (120) days' written notice to the other pursuant to the requirements and procedures set forth in Ohio Revised Code, Section 340.03 and Ohio Administrative Code Section 5122:2-1-06, as these provisions (or any amendments to or substitutions for these provisions) may be effective at the pertinent time. The Board's obligation to provide funds hereunder shall cease upon the expiration of this Agreement.
5. Return of Items by Agency. Immediately upon the expiration, termination, or non-renewal of this Agreement, the Agency shall return and deliver to the Board all tangible personal property, purchased or leased with funds from the Board, records and funds held by the Agency for the operation of the programs and services which the Agency has herein agreed to provide.
6. Non-Waiver. No waiver of any term or condition of this Agreement *by the Board* shall be deemed to be a waiver of any subsequent ~~breach~~ *enforcement* of such term or condition.
7. Prior Agreements. This Agreement supersedes all preceding service agreements by and between the Board and the Agency.
8. Amendment. This Agreement may be amended only in writing, and the amendment must be signed by both parties.

This Agreement shall be effective for the period beginning July 1, 2014 and ending June 30, 2015.

MENTAL HEALTH & RECOVERY BOARD
OF CLARK, GREENE AND
MADISON COUNTIES

XXXXXXXXXXXXXXXXXX
XXXXXXXXXXXX

Chairperson

Chairperson

CEO

CEO

Date

Date

FY'15 Contract Master

Behavioral Health: Developing A Better Understanding

TWELVE STEP PROGRAMS AND ADDICTION RECOVERY

Twelve step programs began with Alcoholics Anonymous founded in 1935 by Bill W. and Dr. Bob in Akron, Ohio. Since then, 12 step programs have grown to address many other addictions and there are now 12 step programs such as Narcotics Anonymous, Overeaters Anonymous, Cocaine Anonymous, and Pills Anonymous, among others. These programs are the single most widely used approach worldwide in dealing with recovery from an addiction. Twelve step programs are peer led, and utilize the support, understanding, and learned experience of other individuals in recovery.

Twelve step programs are not treatment, but they can and do complement and extend the benefits of professional treatment. Many alcohol and other drug addiction treatment programs promote 12 step programs and encourage their clients to participate in 12 step meetings, both during and after the treatment program ends. Twelve step programs can be very effective in helping to foster and support long-term recovery, offering added support by peers who are recovering who understand the ups and downs of the process of recovery. By attending meetings and talking with others who do not judge you, and who are already in recovery -- you come to believe that recovery is possible. As you attend meetings and grow in your own recovery, you learn that recovery is about much more than just not using alcohol or drugs, but about being honest and changing your life so that you no longer want or need the addictive substances to be happy.

There are many types of 12 step meetings. They may be open (anyone may attend) or closed (only individuals in or trying to recover may attend). The meeting may be a “lead meeting” where an individual tells his or her story, or the meeting may be a “discussion meeting” where a particular topic such as one of the 12 steps, looking at relapse, talking about loss, etc. are discussed.

Alcoholics Anonymous (AA) and Narcotics Anonymous (NA) do not concern themselves with why or how someone becomes an alcoholic or addict. AA and NA concern themselves with recovery and what it takes to help individuals help themselves in body, mind, and spirit. The basic tenants that all 12 step recovery programs utilize are listed below.

The 12 Steps of Alcoholics Anonymous*

1. We admitted we were powerless over alcohol—that our lives had become unmanageable.
2. We came to believe that a Power greater than ourselves could restore us to sanity.
3. We made a decision to turn our will and our lives over to the care of God as we understood Him.
4. We made a searching and fearless moral inventory of ourselves.
5. We admitted to God, to ourselves, and to another human being the exact nature of our wrongs.
6. We were entirely ready to have God remove all these defects of character.
7. We humbly asked Him to remove our shortcomings.
8. We made a list of all persons we had harmed, and became willing to make amends to them all.
9. We made direct amends to such people wherever possible, except when to do so would injure them or others.
10. We continued to take personal inventory and when we were wrong promptly admitted it.
11. We sought through prayer and meditation to improve our conscious contact with God, as we understood Him, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these Steps, we tried to carry this message to alcoholics, and to practice these principles in all our affairs

** The wording may be changed slightly based on the addiction. Additionally, there are versions for agnostics and atheists.*

"We cannot change the nature of the addict or addiction. We can help to change the old lie 'Once an addict, always an addict,' by striving to make recovery more available. God help us to remember this difference."

~ from Narcotics Anonymous

AA and NA are non-profit fellowships of men and women who are recovering from alcoholism and/or addiction, and believe that the path to recovery is to follow the twelve steps, and to give back by helping others in need of recovery. There are no fees or dues to attend AA or NA meetings; no one "owns" the meetings. Meetings come about because a group of recovering individuals decides to start a meeting, and they are fully self-supporting through the voluntary contributions of the members. Twelve step programs typically follow the twelve traditions, as guidelines for the relationship between the 12-step program and its members. The 12 traditions also lay a framework for how the group and its members work with other entities outside of the group. The 12 traditions incorporate the philosophy that, "As long as the ties that bind us are stronger than those that would tear us apart, all will be well."

*The Twelve Traditions**

- 1. Our common welfare should come first; personal recovery depends upon A.A. unity.*
- 2. For our group purpose there is but one ultimate authority—a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants, they do not govern.*
- 3. The only requirement for A.A. membership is a desire to stop drinking.*
- 4. Each group should be autonomous except in matters affecting other groups or A.A. as a whole.*
- 5. Each group has but one primary purpose—to carry the message to the alcoholic who still suffers.*
- 6. An A.A. group ought never endorse, finance, or lend the A.A. name to any related facility or outside enterprise, lest problems of money, property, or prestige divert us from our primary purpose.*
- 7. Every A.A. group ought to be fully self-supporting, declining outside contributions.*
- 8. Alcoholics Anonymous should remain forever nonprofessional, but our service centers may employ special workers.*
- 9. A.A., as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.*
- 10. Alcoholics Anonymous has no opinion on outside issues; hence the A.A. name ought never be drawn into public controversy.*
- 11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, and films.*
- 12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.*

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"Twelve step programs have saved the lives of an untold number of individuals over the years. I know that my recovery would not have occurred had it not been for 12 step programs and the support I received from other recovering individuals. I learned from people who were not only talking the talk—but walking the walk, and this helped me to believe in the beginning that I could recover as well."

~ Cheri L. Walter, CEO, OACBHA