



Mental Health & Recovery Board
of Clark, Greene & Madison Counties

Help for Today. Hope for Tomorrow.

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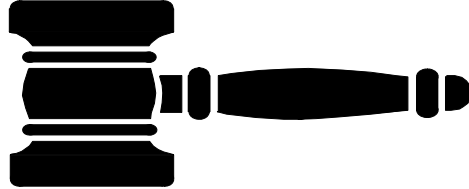
**BOARD AGENDA MONDAY,
NOVEMBER 17, 2014
6:00 - 8:00 P.M.**

**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** - October 20, 2014 **Attachment A**
- III. REVIEW OF VOUCHERS** **Attachment B**
October 10, 2014, October 17, 2014
October 24, 2014 October 31, 2014
- IV. CEO REPORT** *Kent Youngman*
Attachment C
A. OhioMHAS Community Capital Project Application/
Contract for State Assistance in Construction,
Purchase, or Renovation
1. Recommendation
B. Consumer Christmas Party
C. Travel Reimbursement Forms
- V. ADMINISTRATIVE**
A. **MHR Board Financial Update** **Attachment D**
1. Board Financials – October 2014
2. SFY 2014 Agency Audit Update
3. SFY 2014 Board Audit Update *Mark Huff*

(AGENDA CONTINUED ON REVERSE SIDE)

ATTACHMENT A



MINUTES – October 20, 2014

The Mental Health & Recovery Board of Clark, Greene and Madison Counties met in regular session on Monday, October 20, 2014 at 6:00 p.m. at the Clark State Community College, Library Resource Center, Room 207, 570 East Leffel Lane, Springfield, Ohio.

PRESENT: *Jim Vernon, Chairperson, Presiding; Scott Anger, Julie Anthony, Marilyn Demma, Linda Griffith, Delvin Harshaw, Kimberly Michael, Roger Roberts, Lauren Ross, Steve Shelton and Julie Vann*

Staff: Dr. Kent Youngman, CEO; Mark Huff, Michelle Humphrey, Dr. Greta Mayer, Roselin Runnels and Tracey Stute

GUESTS: *Officer Jennifer Deal, Beavercreek Police Department
Maureen Fagans, United Senior Services
Stephanie McCuiston, Wittenberg Hagen Center/CAY
Elizabeth Rumble, Greene County Public Library*

OPENING REMARKS

Jim Vernon, Chairperson, called the meeting to order, welcomed the Board membership and guests, and then asked the Board members and audience to introduce themselves.

APPROVAL OF MINUTES

The Board Minutes for the September 15, 2014 Mental Health & Recovery Board meeting were reviewed. Julie Anthony noted that a word was missing in a sentence under Board Member Comments. The sentence should read “Jim Vernon complimented Roselin for putting together C.I.T.”

IT was MOVED BY DELVIN HARSHAW, SECONDED BY SCOTT ANGER, TO APPROVE THE MINUTES OF THE SEPTEMBER 15, 2014 BOARD MEETING, AS CORRECTED.

MOTION CARRIED.

REVIEW OF VOUCHERS

Voucher lists dated September 5, 2014, September 12, 2014, September 19, 2014, September 26, 2014 and October 3, 2014 were reviewed. Linda Griffith asked what Tiger Direct/Crystal reports developer was. Mark Huff explained that it was for software related to G.O.S.H. that was purchased through Hot Spot funds.

CEO REPORT

Jim called on Kent Youngman to give the CEO report. Kent began by stating that there were several guests at the meeting. First, he introduced Jennifer Deal from Beavercreek Police Department. Jennifer attended the Crisis Intervention Training (C.I.T.) and spoke at the graduation ceremony. Kent stated that she did such an outstanding job that he thought it would be useful for the membership to hear her as well. Kent then asked Jennifer to discuss her experience at C.I.T. Jennifer explained how her C.I.T. training aided her during a police call and also stated that her mother was mentally ill and how grateful she is to those who helped her instead of putting her in jail. Kent stated that this training was the biggest one that has been held so far.

Next, Kent introduced Maureen Fagans, Executive Director of United Senior Services (Elderly United). Maureen gave an overview of the programs provided to senior citizens by Elderly United and asked for the Board's endorsement of their 2015 levy renewal. Jim Vernon read the recommendation.

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES THAT THE BOARD ENDORSE THE 1.0 MILL RENEWAL LEVY FOR THE PURPOSE OF PROVIDING AND MAINTAINING SENIOR CITIZEN SERVICES OR FACILITIES BY AND THROUGH ELDERLY UNITED OF SPRINGFIELD AND CLARK COUNTY, OHIO, INC. DBA UNITED SENIOR SERVICES.

IT was MOVED BY MARILYN DEMMA, SECONDED BY JULIE ANTHONY TO APPROVE THE ENDORSEMENT.

MOTION CARRIED.

Then Kent introduced Beth Rumple, Deputy Director of Greene County Public Library. Beth gave a presentation on the services provided by the library and asked for the Board's endorsement for their 2015 levy. Linda Griffith stated that another specific use for the library is

for the individuals with chronic mental illness to have a place to go for resources that they normally would not have access to. Jim read the recommendation.

IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES THAT THE BOARD ENDORSE THE GREENE COUNTY PUBLIC LIBRARY LEVY OF 1.9 MILLS FOR THE PURPOSE OF PROVIDING FUNDING FOR CURRENT OPERATING EXPENSES.

IT was MOVED BY LINDA GRIFFTH, SECONDED BY SCOTT ANGER TO APPROVE THE ENDORSEMENT.

MOTION CARRIED.

Kent then introduced Stephanie McCuiston, Administrative Director of Wittenberg Hagen Center Community Alliance for Youth, to discuss their mini-grant award. Stephanie thanked the Board for excusing her from the September 15th meeting and explained to the Board what the grant was intended for and gave an update on the implementation of their project.

Next, Kent stated that a group from Serbia visited September 12-20, 2014 and asked Julie Vann to give an update. Julie explained that, after the Berlin Wall came down, the U.S. Congress wanted to reach out and help some of the Communist-blocked countries, so they set up a grant and through that, people can come to the United States and study an issue of concern to them. Julie stated that six Serbian professionals came to discuss domestic violence and families that have gay/lesbian/bi-sexual/transgender members. She said that the Open World Leadership called Friendship Force and asked them to host the Serbians. Julie then contacted Kent to ask for assistance in making this happen. She stated that they took them on several tours in Dayton and did 32 hours of seminar as well as meeting with members of the police department and a lunch with judges. Julie stated that the judges suggested that they contact the European Union to send judges over to talk to their judges about how laws are implemented. She also stated that Channel 7 reported about the visit on the news. Julie said that they had a really good time and thanked Kent for giving her the courage to do this.

Last, Kent reminded everyone that for the November Program Committee meeting, there will be a couple of business items but the majority of the meeting will be training regarding Recovery Oriented Systems of Care. Cheri Walters from the Board Association will be the facilitator. Our particular campaign is Recovery is Beautiful. Kent stated that everyone will learn more about recovery oriented systems of care, what it means, how it helps us focus on clients and families, and talk about citizens rather than systems.

That concluded the CEO report.

ADMINISTRATIVE

Jim called on Mark Huff to review the Mental Health & Recovery Board financials. Mark referred the membership to Attachment C in the agenda packet and first reviewed the Statement of Cash Position and Fund Balances as of September 30, 2014. This report is strictly

on a cash basis with total cash receipts of \$5,959,062 and total disbursements of (\$3,744,427) with excess cash receipts over disbursements of \$2,214,635 and an ending fund balance as of September 30, 2014 of \$13,175,738.

The next section was the Statement of Receipts and Disbursements for Fiscal Year 2015 activity. The General Fund had an ending cash balance of \$3,428,179; special revenue had a balance of \$280,829; fiduciary had a balance of \$163,648; Capital Projects had no activity to date.

The next section Mark reviewed was the Budget to Actual – Administration and Support Budget Summary for FY 2015 activity. Total actual expenses were \$289,910.19; budgeted expenses were \$309,641. Actual expenses were under budget by \$19,730.81.

The last section Mark reviewed was Cash Position (Actual and Projected) for period ending September 30, 2014. This report projects that by this time next year, the cash balance will be around \$11.7 million.

That concluded the Administrative report.

MENTAL HEALTH AND ADDICTION SERVICES PROGRAM COMMITTEE

Jim stated that the Mental Health and Addiction Services Program Committee met on Tuesday October 7, 2014 at 5:30 p.m. at the Greene County ESC, 360 East Enon Road, Yellow Springs, Ohio and asked Delvin Harshaw, Committee Chair, to give a report. Delvin stated that it was a very informative meeting. He then reminded the membership that, at the last Board meeting, Kent proposed reading one motion to ratify the actions taken at the Program Committee meetings in lieu of reviewing them again at the Board meetings. Delvin stated that if anyone wants to look at the full report, it is in the minutes of the meeting. Delvin then read the recommendation.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFY AND CONFIRM THE ACTION TAKEN BY THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE ON OCTOBER 7, 2014. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY JULIE ANTHONY, SECONDED BY KIM MICHAEL TO RATIFY AND CONFIRM THE ACTIONS TAKEN BY THE MENTAL HEALTH & ADDICTION SERVICES PROGRAM COMMITTEE ON OCTOBER 7, 2014.

MOTION CARRIED.

Kent asked if this format works and everyone agreed that it does. Roger Roberts suggested including a bulleted list that references the items that were recommended during that period of time.

That concluded the Mental Health and Addiction Services Committee Report.

FINANCE COMMITTEE

Jim stated that the Finance Committee met on Friday, October 3, 2014 at 7:30 a.m. at the Mental Health & Recovery Board of Clark, Greene and Madison Counties, 1055 E. High Street, Springfield, Ohio and asked Julie Anthony, Committee Chair, to give the report. Julie suggested that everyone review the minutes and if there are any questions, they should be directed to Mark Huff. Julie stated that some of the recommendations are housekeeping things; the first one is regarding budget changes. Julie read the recommendation.

IT IS THE RECOMMENDATION OF THE FINANCE COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVE AN AMENDMENT FOR THE 2014 CALENDAR YEAR, A REDUCTION TO ESTIMATED REVENUE \$1,725,940 AND A REDUCTION TO THE APPROPRIATIONS \$1,604,797 TO BE SUBMITTED TO THE CLARK COUNTY AUDITOR'S OFFICE.

IT was MOVED BY ROGER ROBERTS, SECONDED BY DELVIN HARSHAW TO APPROVE AN AMENDMENT FOR THE 2014 CALENDAR YEAR BUDGET.

MOTION CARRIED.

Next, Julie read the recommendation for the County Appropriations Calendar Year 2015.

IT IS THE RECOMMENDATION OF THE FINANCE COMMITTEE THAT MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVE THE CALENDAR YEAR 2015 ESTIMATED REVENUE OF \$14,798,889 AND APPROPRIATIONS OF \$16,749,610 TO BE SUBMITTED TO THE CLARK COUNTY AUDITOR'S OFFICE.

IT was MOVED BY KIM MICHAEL, SECONDED BY LAUREN ROSS TO APPROVE THE CALENDAR YEAR 2015 APPROPRIATIONS.

Jim asked if there were any questions and Julie Vann asked if a similar one is done in Madison and Greene Counties. Kent stated that all of the Board's finances go through Clark County, as the Treasurer of Clark County is the designated custodian of all funds.

MOTION CARRIED.

Julie stated the last item was a recommendation for amending the use of the Board's credit card. She said that as things are becoming more technological, the credit card needs to be used for ongoing payments other than utilities. Julie then read the recommendation.

IT IS THE RECOMMENDATION OF THE FINANCE COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AMEND THE ORIGINALLY APPROVED MOTION ON CREDIT CARD USE TO INCLUDE PAYMENTS OTHER THAN UTILITY PAYMENTS FOR BOARD

FACILITIES. THIS WOULD INCLUDE OTHER ONGOING OR ROUTINE PAYMENTS THAT SUPPORT BOARD ADMINISTRATIVE OPERATIONS. USE OF THE CREDIT CARD WOULD BE IN ACCORDANCE WITH INTERNAL PROCEDURES AS DIRECTED IN THE BOARD'S FINANCE DESKTOP MANUAL.

IT was MOVED BY ROGER ROBERTS, SECONDED BY STEVE SHELTON TO APPROVE AMENDED MOTION ON USE OF BOARD'S CREDIT CARD.

Jim asked if there were any questions or comments. Lauren Ross stated that the Committee did review the procedure that is referred to in the motion and that it is sufficiently detailed to prevent potential for abuse even with the expanded use of the credit card. Jim asked how many people on the Board have a credit card and Julie reported that there is only one in Kent's name and it is locked up in the safe. Kent stated that it is currently only used for utilities and some of the IT services have a fee and can only be paid for by a credit card. It is not for normal, ordinary purchases. Julie stated that there is a Microsoft Cloud-based service that requires a credit card.

MOTION CARRIED.

That concluded the Finance Committee report.

MISCELLANEOUS

None.

AUDIENCE PARTICIPATION

None.

BOARD MEMBER COMMENTS

Julie Vann mentioned that the Board member shirts are nice. Scott Anger complimented the C.I.T. program and Greta on the suicide death experience last week. He stated that he has nothing but respect for all of the people who work in such difficult situations.

ADJOURNMENT

A MOTION WAS MADE BY LINDA GRIFFITH AND THE MEETING WAS ADJOURNED AT 7:13 P.M.

Julie Anthony, Secretary

Michelle Humphrey, MHR Board Staff

To: John S. Federer, Clark County Auditor**On October 10, 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	Description	Amount
75413	27728	Clark County Prosecutor's Office	Mini grant allocation	1,762.50
75413	27746	Springfield Metropolitan Housing Authority	FY14 mini grant allocation	1,500.00
75413	27747	Mental Health Services for Clark & Madison Counties	FY14 Risk Pool	319,134.44
75413	27748	Greene County ESC Learning Center	Clarb.279, Aug-Sep MACSIS treatment svcs	12,037.15
75413	27749	McKinley Hall, Inc.	Clarb.279, Jul-Sep MACSIS treatment svcs	40,459.79
75413	27750	Project Woman	Clarb.279, Aug-Sep MACSIS treatment svcs	721.96
75413	27751	TCN Behavioral Health Services, Inc.	Clarb.279, Oct-Sep MACSIS treatment svcs	73,656.52
75413	27752	TCN Behavioral Health Services, Inc.	Temporary housing allocation	420.00
75413	27767	Clark County Department of Job & Family Service	Placement/Wraparound Svcs, FY15, Qtr.1	27,998.00
75413	27768	Clark County Family & Children First Council	FY14 mini grant allocation	660.00
75957	27753	Advanced Mechanical Services, Inc.	Svc call, 1101 E. High	1,320.00
75957	27754	Runnels, Roselin	Business expense reimbursement, 7/1-9/30	763.92
75957	27755	All A Board, Inc.	Beds, 1055 E. High	925.00
75957	27756	Brain Lumber Company	Maintenance and building supplies	109.05
75957	27757	Canon Financial Services, Inc.	Lease copiers, October	461.10
75957	27758	Canon Solutions America	Copier maintenance	591.65
75957	27759	Clark State Conference Services	Lease room for Sept. MHRB board meeting	75.00
75957	27760	Columbia Gas of Ohio, Inc.	Clark utilities	789.77
75957	27761	Hassler Communication Systems Technology, Inc.	October software support, PBX mgmt, cordless configuration	310.50
75957	27762	Jani-Turf Maintenance Services, Inc.	September janitorial svcs	380.25
75957	27763	Westwater Supply-Springfield	Maintenance supplies	4.08
75957	27764	Youngman, Kent	Business expense reimbursement, 8/26-9/26	456.76
75957	27766	Cintas Corporation Loc. 02	Uniforms and building supplies	451.08
75957	27769	Koorsen Fire & Security	Fire suppression system hydro test, 255 East	703.75
75957	27770	Dayton Power & Light Co.	Greene Utilities	2,886.92
75957	27771	PNC Bank	Utility payments by credit card	1,734.23
75957	27772	Lowe's Commercial Services	Maintenance and building supplies	217.49


W. Kent Youngman, President/CEO**Grand Total****\$490,530.91**

To: John S. Federer, Clark County Auditor

On October 17, 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	Description	Amount
75413	27773	Greene County ESC Learning Center	Clarb.287, Aug-Sep MACSIS treatment svcs	7,681.50
75413	27774	McKinley Hall, Inc.	Clarb.287, Sept. MACSIS treatment svcs	12,011.57
75413	27775	Project Woman	Clarb.287, Sept. MACSIS treatment svcs	265.32
75413	27776	TCN Behavioral Health Services, Inc.	Clarb.287, Oct-Sep MACSIS treatment svcs	100,057.27
75413	27777	Greene County Juvenile Court	September expense reimbursement	3,411.00
75413	27778	Matt Talbot House	Work voucher program allocation	550.00
75957	27779	Advanced Mechanical Services, Inc.	Steam boiler trmt and service, 1101	1,075.00
75957	27780	City of Springfield	Clark utilities	32.37
75957	27781	Dayton Power & Light Co.	Greene utilities	292.24
75957	27782	Impact Network Solutions, Inc.	September long distance charges	10.00
75957	27783	Michelle Humphrey	Business expense reimbursement, 8/28-10/14	53.20
75957	27784	Koorsen Fire & Security	Alarm monitoring svcs.	302.40
75957	27785	Stute, Tracey	Business expense reimbursement, 8/12-10/7	358.16
75957	27786	Kevin Taylor	Business expense reimbursement, 7/16-9/19	366.91
75957	27787	Time Warner Cable	October phone bill	659.64
75957	27788	Vectren Energy Delivery	Greene utilities	459.72
75957	27789	Handyman Hardware	Building supplies	13.57



W. Kent Youngman, President/CEO

Grand Total

\$127,599.87

To: John S. Federer, Clark County Auditor

On October 24, 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	Description	Amount
75413	27790	Greene County ESC Learning Center	Clarb.293, Aug-Sep MACSIS treatment svcs	29,616.43
75413	27791	Project Woman	Clarb.293, Aug-Oct MACSIS treatment svcs	968.46
75413	27792	Mental Health Services for Clark & Madison Counties	Clarb.265 272 287 293, Jan-Aug MACSIS treatment svcs	210,169.36
75413	27793	TCN Behavioral Health Services, Inc.	Clarb.293, Jul-Sep MACSIS treatment svcs	75,180.86
75413	27794	TCN Behavioral Health Services, Inc.	Temporary housing allocation	874.97
75413	27795	Oesterlen Services for Youth	Helping Ohio's Children payment	42,764.00
75413	27796	OIC of Clark County, Inc.	October allocation	1,460.00
75413	27797	Elderly United	September expense reimbursement	9,436.00
75413	27798	Mental Health Services for Clark & Madison Counties	FY14 Allocation Pharm mgmt max units	100,000.00
75957	27799	Cintas Corporation Loc. 02	Uniforms and building supplies	406.75
75957	27800	Companion Life	November life insurance	41.80
75957	27801	Dayton Power & Light Co.	Greene utilities	1,281.64
75957	27802	Garrigan's, Inc.	Office supplies	44.25
75957	27803	Greta Mayer	Business expense reimbursement, 7/2-9/24	1,466.80
75957	27804	PNC Bank	Utility payments by credit card	3,839.10
75957	27805	Sheehan Bros. Vending, Inc.	Coffee	78.00
75957	27806	Sparkle-N-Shine, LLC	October janitorial services, carpet cleaning, supplies	1,920.00
75957	27807	Tiger Direct	Microsoft Surface Pro 3	2,182.35
75957	27808	City of Springfield	Clark utilities	1,117.36
75957	27809	Vectren Energy Delivery	Greene utilities	67.10
75957	27810	Riley's Asphalt Paving Service	Seal & stripe, 1055 E. High	1,475.00


W. Kent Youngman, President/CEO

Grand Total

\$484,390.23

To: John S. Federer, Clark County Auditor

On October 31, 2014, The President/CEO of The Mental Health & Recovery Board of Clark, Greene, and Madison Counties approved payment of the following purchase orders:

<i>Line</i>	<i>PO Number</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
75413	27811	Greene County Family & Children First Council	November allocation	14,124.00
75413	27812	Greene Leaf Therapeutic	November allocation	9,813.00
75413	27813	Housing Solutions of Greene County, Inc.	November allocation	11,457.00
75413	27814	Madison County Family Council	November allocation	2,061.00
75413	27815	Matt Talbot House	November allocation	5,959.00
75413	27816	McKinley Hall, Inc.	November allocation	26,666.00
75413	27817	Mental Health Services for Clark & Madison Counties	November allocation	47,687.15
75413	27818	NAMI of Clark & Greene Co.	November allocation	19,485.00
75413	27819	Oesterlen Services for Youth	November allocation	16,250.00
75413	27820	TCN Behavioral Health Services, Inc.	November allocation	23,125.00
75413	27821	Women's Recovery Center	November allocation	78,368.00
75413	27822	Greene County ESC Learning Center	Clarb.300, Sep-Oct MACSIS treatment svcs	7,378.21
75413	27823	McKinley Hall, Inc.	Clarb.293 300, Sept. MACSIS treatment svcs	27,141.84
75413	27824	Project Woman	Clarb.300, Jun-Oct MACSIS treatment svcs	30,073.27
75413	27825	TCN Behavioral Health Services, Inc.	Clarb.300, Feb-Sept MACSIS treatment svcs	94,457.87
75413	27826	Hassler Communication Systems Technology, Inc.	Domain server upgrade	162.45
75413	27827	Madison County Department of Family & Children	July-September expense reimbursement	14,220.00
75413	27828	McKinley Hall, Inc.	Mini grant allocation	4,400.00
75413	27829	TCN Behavioral Health Services, Inc.	Temporary housing allocation	719.99
75413	27830	Mental Health Services for Clark & Madison Counties	November allocation	47,574.85
75957	27831	Collins, Alan E.	November legal fee, commitment hearings	4,097.68
75957	27832	All Phase Electric Supply Co.	Building supplies	93.78
75957	27833	Cintas Corporation Loc. 02	Uniforms and building supplies	373.23
75957	27834	City of Springfield	Clark utilities	105.67
75957	27835	Garrigan's, Inc.	Office supplies	380.01
75957	27836	Handyman Hardware	Building supplies	13.97
75957	27837	Ohio Edison	Clark utilities	4,784.52
75957	27838	Purchase Power	Postage	1,000.00
75957	27839	R.D. Bennett Construction, Inc.	Add'l electric, 619 Xenia	200.00


W. Kent Youngman, President/CEO

Grand Total

\$492,172.49

**OHIO DEPARTMENT OF MENTAL HEALTH & ADDICTION
SERVICES COMMUNITY CAPITAL PROJECT
APPLICATION/CONTRACT FOR STATE ASSISTANCE
IN CONSTRUCTION, PURCHASE, OR RENOVATION**

The location has three separate buildings connected by a breezeway. There are a total of 8 apartments, each with two separate bedrooms. The apartments will house adult males who have typically completed residential alcohol and other drug treatment at Christopher House and lived for a time at “Freedom Hill”, a “step-down” post-treatment facility. Residents of the 8 apartments will have experience with 12-step, self-help groups; financial and budgeting issues; GED preparation (if necessary); and vocational services provided by TCN to assist them in obtaining employment.

These apartments are intended as safe and sober housing. Lengths of stay may vary but this facility may be used as a short-term home for men who are working to reunite with their families or on a longer term for men who feel that this environment continues to be necessary to sustain their sobriety.

One apartment will be occupied by a resident Manager, resulting in 14 recovery housing beds. This person’s job is to ensure that order is kept on-site and that any evidence of inappropriate behavior is reported to the Treatment Team and/or police department if required. The Manager will also be responsible for the outside cleanliness of the buildings and will report any items in need of repair to TCN’s maintenance department. The resident Manager will have all the constraints put upon him that any apartment manager has: 24 hour notice to resident to enter apartment (or immediately in crisis situations). These apartments are in a very nice residential neighborhood and we feel strongly that our facilities should look as good as or better than any other in the neighborhood. The apartments are located at 116-126, 134 Weaver Street, Xenia, Ohio 45385. The total project cost is \$286,900, the grant amount is \$143,450.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVES SAID APPLICATION WITH AN ASSURANCE OF AN INTENT TO SUPPORT APPLICANT’S PROGRAM CONSISTENT WITH THE APPLICATION AND, IN ADDITION, TO ANNUALLY MONITOR THE PROGRAM AND OPERATIONS OF THE FACILITY TO ASSURE COMPLIANCE.

ATTACHMENT D

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Cash Position and Fund Balances

As of 10/31/2014

(In Whole Numbers)

	General Fund	Special Revenue Fund	Fiduciary Fund	Total
Cash Receipts				
Taxes	4,204,235	0	0	4,204,235
Intergovernmental	651,675	1,246,936	183,646	2,082,257
Rental	243,834	0	0	243,834
Miscellaneous	2,185	12,065	0	14,250
Total Cash Receipts	<u>5,101,929</u>	<u>1,259,001</u>	<u>183,646</u>	<u>6,544,577</u>
Cash Disbursements				
Salaries	(303,586)	(32,899)	0	(336,484)
Benefits	(87,044)	(90)	0	(87,134)
Treatment Services	(3,310,069)	(1,226,558)	(156,678)	(4,693,305)
Professional Services	(42,932)	0	0	(42,932)
Operating	(14,865)	0	0	(14,865)
Rent/Utilities	(98,811)	(2,030)	0	(100,841)
Repairs/Maintenance	(12,734)	0	0	(12,734)
Capital Outlays/Equipment	(178,394)	(166)	0	(178,560)
Advertising/Printing	(2,354)	0	(101)	(2,455)
Principle/Interest	(30,515)	0	0	(30,515)
Insurance	(20,307)	0	0	(20,307)
Lease	(3,845)	0	0	(3,845)
Travel/Conference	(6,686)	(40)	0	(6,726)
Other	(61,743)	0	0	(61,743)
Total Cash Disbursements	<u>(4,173,883)</u>	<u>(1,261,783)</u>	<u>(156,779)</u>	<u>(5,592,445)</u>
Total receipts over/(under) disbursements	928,046	(2,782)	26,867	952,131
Other financing receipts/(disbursements)				
Advance To/From	(294,856)	294,856	0	0
Transfer In/Out	(125,000)	125,000	0	0
Prior Year Refund	0	0	0	0
Total Other financing receipts/(disbursements)	<u>(419,856)</u>	<u>419,856</u>	<u>0</u>	<u>0</u>
Excess cash receipts over/(under) disbursements	<u>508,190</u>	<u>417,074</u>	<u>26,867</u>	<u>952,131</u>
Fund Balance at beginning of year				
	10,307,862	344,790	308,450	10,961,102
Fund balances at end of period				
	<u>10,816,052</u>	<u>761,864</u>	<u>335,317</u>	<u>11,913,233</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Revenues and Expenditures

General Fund

FY 2015

From 10/1/2014 Through 10/31/2014

(In Whole Numbers)

	Original Budget	Final Budget	Budget Change	YTD Actual	Final Budget Variance
Cash Receipts					
Taxes	10,035,308	10,035,308	0	4,855,910	(5,179,398)
Rental	728,489	728,489	0	243,834	(484,655)
Miscellaneous	9,180	9,180	0	2,185	(6,995)
Total Cash Receipts	<u>10,772,977</u>	<u>10,772,977</u>	0	5,101,929	(5,671,048)
Cash Disbursements					
Salaries	896,367	896,367	0	303,586	592,782
Benefits	292,224	292,224	0	87,044	205,180
Treatment Services/Activities	6,999,909	9,301,004	2,301,095	1,609,130	7,691,874
Professional Services	108,710	108,710	0	42,932	65,778
Operating	56,250	56,250	0	13,587	42,663
Rent/Utilities	354,355	354,355	0	74,330	280,025
Repairs/Maintenance	32,100	32,100	0	9,998	22,102
Capital Outlay/Equipment	387,650	387,650	0	143,040	244,610
Advertising/Printing	15,000	15,000	0	2,354	12,646
Principle/Interest	91,545	91,545	0	30,515	61,030
Insurance	44,232	44,232	0	20,307	23,925
Lease	11,000	11,000	0	3,518	7,482
Travel/Conference	15,775	15,775	0	4,446	11,329
Other	203,950	203,950	0	61,544	142,406
Total Cash Disbursements	<u>9,509,067</u>	<u>11,810,162</u>	2,301,095	2,406,331	9,403,831
Transfers/Advances					
Advance In/(Out)	0	0	0	(294,856)	(294,856)
Transfer In/(Out)	(125,000)	(34,349)	90,652	(34,349)	0
Total Transfers/Advances	<u>(125,000)</u>	<u>(34,349)</u>	90,652	(329,205)	(294,856)
Cash Receipts Over/(Under) Disbursements	<u><u>1,138,910</u></u>	<u><u>(1,071,533)</u></u>	<u><u>(2,210,444)</u></u>	<u><u>2,366,394</u></u>	<u><u>3,437,928</u></u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Revenues and Expenditures

Special Revenue Fund

FY 2015

From 10/1/2014 Through 10/31/2014

(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	3,240,987	3,448,975	207,988	1,262,524	(2,186,451)
Miscellaneous	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>8,030</u>	<u>3,030</u>
Total Cash Receipts	3,245,987	3,453,975	207,988	1,270,554	(2,183,421)
Cash Disbursements					
Salaries	48,982	48,982	0	16,105	32,877
Benefits	0	0	0	90	(90)
Treatment Services/Activities	2,814,186	3,583,407	769,221	1,011,138	2,572,269
Rent/Utilities	1,573	1,573	0	1,015	558
Capital Outlay/Equipment	129	129	0	83	46
Travel/Conference	<u>1,086</u>	<u>1,086</u>	<u>0</u>	<u>40</u>	<u>1,046</u>
Total Cash Disbursements	2,865,956	3,635,177	769,221	1,028,471	2,606,706
Transfers/Advances					
Advance In/(Out)	0	0	0	294,856	294,856
Transfer In/(Out)	<u>142,942</u>	<u>185,706</u>	<u>42,764</u>	<u>185,706</u>	<u>0</u>
Total Transfers/Advances	142,942	185,706	42,764	480,562	294,856
Cash Receipts Over/(Under) Disbursements	<u><u>522,973</u></u>	<u><u>4,504</u></u>	<u><u>(518,469)</u></u>	<u><u>722,645</u></u>	<u><u>718,141</u></u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Revenues and Expenditures

Capital Projects

FY 2015

From 10/1/2014 Through 10/31/2014

(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>600,000</u>	<u>600,000</u>	<u>0</u>	<u>0</u>	<u>(600,000)</u>
Total Cash Receipts	<u>600,000</u>	<u>600,000</u>	<u>0</u>	<u>0</u>	<u>(600,000)</u>
Cash Disbursements					
Capital Outlay/Equipment	<u>600,000</u>	<u>600,000</u>	<u>0</u>	<u>0</u>	<u>600,000</u>
Total Cash Disbursements	<u>600,000</u>	<u>600,000</u>	<u>0</u>	<u>0</u>	<u>600,000</u>
Cash Receipts Over/(Under) Disbursements	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Revenues and Expenditures

Fiduciary Fund

FY 2015

From 10/1/2014 Through 10/31/2014

(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>0</u>	<u>782,327</u>	<u>782,327</u>	<u>183,646</u>	<u>(598,681)</u>
Total Cash Receipts	<u>0</u>	<u>782,327</u>	<u>782,327</u>	<u>183,646</u>	<u>(598,681)</u>
Cash Disbursements					
Treatment Services/Activities	<u>0</u>	<u>593,328</u>	<u>593,328</u>	<u>142,514</u>	<u>450,814</u>
Total Cash Disbursements	<u>0</u>	<u>593,328</u>	<u>593,328</u>	<u>142,514</u>	<u>450,814</u>
Cash Receipts Over/(Under) Disbursements	<u><u>0</u></u>	<u><u>188,999</u></u>	<u><u>188,999</u></u>	<u><u>41,132</u></u>	<u><u>(147,867)</u></u>

Mental Health & Addiction Services Program Committee Report

Tuesday, November 4, 2014

The Mental Health & Addiction Services Program Committee met on Tuesday, November 4, 2014 at 5:30 p.m. at Greene County Educational Service Center (GCESC), 360 East Enon Road, Yellow Springs, Ohio.

PRESENT: Delvin Harshaw, Chairperson; Scott Anger; Julie Anthony; Marilyn Demma; Dr. Joe Keferl; Kim Michael; Kellie Phillips; Lauren Ross; Roger Roberts and Jim Vernon

STAFF: Dr. Kent Youngman; Dr. Greta Mayer; Roselin Runnels, Donna Hart, Marianna Worley, Michelle Humphrey and Tracey Stute

GUESTS: Kathryn Hitchcock, NAMI Yellow Springs; Cheri Walter and Liz Henrich, Ohio Association of County Behavioral Health Authorities(OACBHA); and Tate Stute, Community Member

Delvin Harshaw opened the meeting at 5:30 p.m. with a welcome and began by reading Attachment A regarding a request from NAMI (National Alliance on Mental Illness) Yellow Springs for support in providing Mental Health First Aid (MHFA) training and referencing MHFA as a Substance Abuse and Mental Health Services Administration (SAMHSA) National Registry of Evidence-Based Programs and Practices (NREPP).

Kent Youngman proceeded with a brief introduction of Kathryn Hitchcock from NAMI Yellow Springs who described the response of the community to a local critical incident as “wanting to do something positive.” The group pursued proactive opportunities which led to hosting a MHFA training on October 3, 2014 that was attended by a diverse community audience of 40 people. Additionally, 3 NAMI members received training for NAMI Connection (a recovery support group program for people living with mental illness) and NAMI Family Facilitators (family members of individuals living with mental illnesses who are at a point in their family's recovery where they want to "give back" to others). They brought the NAMI bus to Yellow Springs as a way to educate the community about mental illness and reduce stigma.

A one-day MHFA training will be held in late February/early March 2015. OACBHA is conducting a spring 2015 training of trainers for MHFA and Kent intends to recruit five individuals from the region to attend the training in order to have local, trained trainers available to respond to the increasing interest in MHFA in all three counties. Kent also stated that the MHRB is “happy to partner to get it done.”

Kathryn responded to several questions from interested committee members. She was highly complementary of the work of the Ohio Crisis Response Team in response to the critical incident which impacted the small village of about 3,800 people. Board member Roger Roberts is a member of this group.

Roselin then provided a final report on the SFY 2014 Mini-Grants, citing accomplishments and successes. She reminded the committee that an Ad Hoc group of Board members reviews applications and determines which applicants will receive the funding. The report can be found in Attachment B. It was noted by Roselin and others in audience that the Mini-Grant funding allows local organizations and providers to address important “kinds of things no other funding source pays for.” Joe Keferl stated that the projects are “targeting common sense, practical needs” in the community.

Delvin welcomed back Cheri Walter of OACBHA and Kent provided a brief introduction about the meetings held over the course of two years to explore Recovery Oriented Systems of Care (ROSC) and the various groups involved in the process of developing a ROSC “blueprint.” Kent noted the excitement across the state about the “blueprint” and noted ways ROSC could have local positive impact, (i.e. Peer Support Specialists). Cheri mentioned that there are 30-35 Boards scheduled for the sort of training we are receiving tonight.

Cheri’s presentation began with a comprehensive State of the State of Ohio and moved into an exciting look at the core components of a ROSC.

Upon closing the meeting, Kent announced the Greene County Community Drug Coalition will meet on Tuesday, November 18, 2014 at 7 p.m. at the Beaver creek Church of the Nazarene Fireside Room, 1850 North Fairfield Road, Beaver creek, OH and encouraged interested parties to attend.

Greta announced an open Xenia Community Suicide Prevention training held Saturday, November 8 from 9am-noon at Xenia High School.

Meeting closed at 7:30pm

**RECOMMENDATION FOR FURNISHINGS FOR COLUMBUS PLACE
APARTMENT FACILITY**

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ALLOCATE \$20,000 TO HOUSING SOLUTIONS OF GREENE COUNTY, INC. FOR THE PURPOSE OF PURCHASING FURNISHINGS FOR THE COLUMBUS PLACE APARTMENT FACILITY LOCATED IN XENIA. THE SOURCE OF THESE FUNDS IS UNSPENT/UNALLOCATED MINI-GRANT FUNDS.