



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

Help for Today. Hope for Tomorrow.

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BOARD AGENDA
TUESDAY, JANUARY 19, 2016
6:00 - 8:00 P.M.

CLARK STATE COMMUNITY COLLEGE
LIBRARY RESOURCE CENTER
ROOM 207
570 E. LEFFEL LANE
SPRINGFIELD, OHIO

MHRB
Partner Agencies

CLARK COUNTY

- Clark County Family & Children First
- Elderly United of Springfield & Clark County
- Mail Talbot House
- McKinley Hall, Inc.
- Mental Health Services for Clark and Madison Counties, Inc.
- National Alliance on Mental Illness (NAMI) for Clark and Greene Counties
- Oesterlen Services for Youth
- Opportunities for Individual Change (OIC) of Clark County
- Project Woman
- Springfield Metropolitan Housing Authority
- WellSpring

GREENE COUNTY

- Family Violence Prevention Center of Greene County
- Greene County Educational Service Center
- Greene County Family & Children First Department
- Greene County Juvenile Court
- Greene Leaf Therapeutic Community
- Housing Solutions of Greene County, Inc.
- National Alliance on Mental Illness (NAMI) for Clark and Greene Counties
- TCN Behavioral Health Services, Inc.
- Women's Recovery Center

MADISON COUNTY

- Madison County Department of Family & Children
- Mental Health Services for Clark and Madison Counties, Inc.

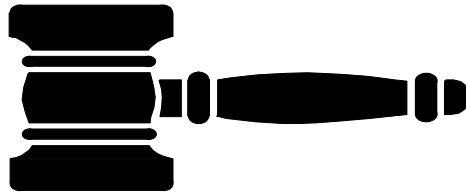
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| <p>I. <u>OPENING REMARKS</u></p> <p>A. Welcome Guests & Introductions</p> <p>II. <u>APPROVAL OF MINUTES</u> - November 16, 2015</p> <p>III. <u>REVIEW OF ACCOUNTS PAYABLE REGISTER</u></p> <p>IV. <u>CEO REPORT</u></p> <p>A. Welcome New Staff</p> <p>B. Board Retreat, Springfield Country Club
March 12, 2016</p> <p>C. Legislative Day January 26</p> <p>V. <u>ADMINISTRATIVE</u></p> <p>A. MHR Board Financial Update</p> <p>1. Board Financials – November and December 2015</p> <p>2. Administrative Budget – 2nd Quarter</p> <p>3. Cash Flow Projections</p> <p>VI. <u>MENTAL HEALTH AND ADDICTION SERVICES</u></p> <p>A. Program Committee Summary
Report of Committee Chair</p> <p>1. Ratify and Confirm Action Taken at Program Committee Meeting – January 5, 2016</p> <p>a. Recommendation</p> <p>VII. <u>COMBINED EXECUTIVE COMMITTEE & BUILDINGS/GROUNDS COMMITTEE</u></p> <p>A. Combined Executive & Buildings/Grounds Summary -Report of Committee Chair - (to be distributed at meeting)</p> <p>1. Ratify and Confirm Action Taken at Combined Executive & Buildings/Grounds Committee Meeting – January 14, 2016</p> <p>a. Recommendation</p> | <p><i>Lauren Ross, Chair</i></p> <p>Attachment A</p> <p>Attachment B</p> <p><i>Greta Mayer</i></p> <p>Attachment C</p> <p><i>Mark Huff/
Donna Hart</i></p> <p>Attachment D</p> <p><i>Marilyn Demma, Co- Chair</i></p> <p>Attachment E</p> <p><i>Lauren Ross, Chair</i></p> |
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VIII. MISCELLANEOUS

IX. AUDIENCE PARTICIPATION

X. BOARD MEMBER COMMENTS

XI. ADJOURNMENT



MINUTES – November 16, 2015

The Mental Health & Recovery Board of Clark, Greene and Madison Counties met in regular session on Monday, November 16, 2015 at 6:00 p.m. at the Clark State Community College, Library Resource Center, Room 207, 570 East Leffel Lane, Springfield, Ohio.

PRESENT: *Lauren Ross, Chairperson, Presiding; Julie Anthony, Scott Anger, Heather Corbin, Marilyn Demma, Dr. Linda Griffith, Jim Hutchins, Dr. Joe Keferl, Kimberly Michael, Roger Roberts, Julie Vann, Jim Vernon.*

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

GUESTS: *John Frabotta, Parent, Greene County
Nila Kaemph, Greene County
Kellie Portman, Thinking Before Sinking
Marianna Worley, Mental Health & Recovery Board Staff*

OPENING REMARKS

Lauren Ross, Chairperson, called the meeting to order and thanked everyone for coming. Lauren then asked that the membership and audience introduce themselves to one another.

APPROVAL OF MINUTES

The Board Minutes for the October 19, 2015 Mental Health & Recovery Board meeting were reviewed.

IT was MOVED BY SCOTT ANGER, SECONDED BY ROGER ROBERTS TO APPROVE THE MINUTES FOR THE OCTOBER 19, 2015 BOARD MEETING AS SUBMITTED.

MOTION CARRIED.

REVIEW OF ACCOUNTS PAYABLE REGISTER

Lauren asked the Membership to review Attachment B, Accounts Payable Register. There were no comments.

CEO REPORT

Lauren called on Dr. Kent Youngman to give the CEO report. Kent began by recognizing Marianna Worley, Mental Health & Recovery Board Support Specialist. Marianna will be retiring from the Board staff on December 31, 2015 after 20 years of service and will be relocating to Atlanta. Kent presented Marianna with a gift from the Board. Marianna stated that it has been a great pleasure to work for the Board and with the staff. Kent described her various jobs at the Board over the years. He thanked her for all that she has done and wished her luck.

Next, Kent presented Roger Roberts with a thank you gift, recognizing his leadership as the Levy Committee Chair for Madison County. Kent stated that the levy passed in every precinct and with the overall highest rate (75%) of any levy that the Board has ever passed. Kent referred to Roger as "Mr. Prevention" meaning he is involved in a number of initiatives to strengthen the Madison County community. He is very creative which helps in raising awareness. On behalf of the Board, Kent expressed how grateful and fortunate it is to have Roger as a Board member. Roger humbly stated that he really didn't have to do much for the levy campaign because the Board staff did such a phenomenal job.

Kent then referred to the Consumer Christmas Party flyer which is sponsored by the Board and NAMI. It will be held on December 11, 2015 and he encouraged the membership to attend. Kent reminded Board members to turn in their Reimbursement Travel Forms to Michelle by December 1.

Next, Kent stated that John Frabotta, a citizen of Greene County, attended last month's Board meeting and raised concerns about TCN Behavioral Health Services (TCN) relocating from the 600 Dayton-Yellow Springs Road Fairborn facility to the Beavercreek area. Kent stated that he invited Lynn West, Executive Director of TCN, to attend this meeting but she declined because she would be out of town. Instead, Lynn invited Board members to a luncheon at TCN to discuss their plans. The luncheon was held last week with seven Board members and various staff attending. Kent summarized the following meeting points: 1) TCN clearly indicated that they need more space; 2) TCN wants to own their own facility; 3) TCN does not like their current building; and 4) TCN would like to capture more of the Beavercreek and Montgomery County clientele. Kent reported that the Research Park purchase was not yet finalized and TCN anticipated knowing before the end of this calendar year. Assuming the sale is finalized and renovations are completed, the move would likely occur in early summer/late fall.

Lynn said that TCN would maintain a small continued presence in Fairborn including case management during the transition. Lauren inquired about TCN's new contractual arrangement with Greene CATS for transportation to both their existing facility and the potential new facility. Lynn stated that TCN examined the impact of the move on existing clients which found that half of the clients would have to drive farther for services while the other half would be closer. Joe Keferl expressed concern about transportation being a barrier, in that only half of the clients would get served. Jim Vernon and Julie Vann believed that TCN would establish a smaller location in Fairborn on a more permanent basis and that TCN won't leave clients without services. From past experience, Joe expressed concern that there would be some people unable navigate the Greene CAT system and who will not acclimate to a new environment. This would likely take more time out of a consumer's day for services and present a hardship for those who already have many challenges with managing their health and behavioral healthcare.

Lauren expressed concern that TCN did not have a well-defined plan to share the move with clients as soon as possible. Joe felt that the Board should not have had to request a meeting to find out TCN's plan and that they are not communicating well to the Board, their consumers, or to their community. Joe continued that TCN has a responsibility to communicate their plans to the Board before the hard decisions get made because it impacts on the Board's mission. Joe warned that this Board will have to address service gaps that are going to happen as a result of TCN moving. Lauren said to keep in mind that even though the Board provides a significant amount of funding, it cannot control where a non-profit agency chooses to operate. Julie Vann stated that now is the right time to voice concerns.

Kent pointed out that the Board would need to consider how best to use the 600 Dayton-Yellow Springs Road facility if it becomes vacant. Lauren said that this move also impacts what the Board wants to spend its money on. Kent suggested to Lynn at the luncheon that TCN remain in the current location and expand to Research Park but she was not receptive to this alternative. Julie Vann stated that TCN does not like the building at 600 Dayton-Yellow Springs because of privacy concerns and mold issues in the basement. Kent then gave John Frabotta an opportunity to speak.

Mr. Frabotta stated that the current facility is easily accessible: clients can walk or be dropped off, and it is easy for clients to drive to and avoid the freeway. He was also concerned about additional cost to clients who use CATS. Lauren explained that TCN would pay for transportation as part of their contract. Mr. Frabotta stated that he thinks the Board should look for another provider to replace TCN in Fairborn. Kent thanked Mr. Frabotta for his feedback. Lauren encouraged Mr. Frabotta to contact Kent or Greta with any other thoughts or ideas.

Next, Nila Kaemph stated that her niece didn't have \$3 to take the Greene CATS to her appointment at TCN. Ms. Kaemph said that she would like to keep TCN where it is.

Last, Kent called on Dr. Greta Mayer to give an update on the November 7 NAMI Town Hall Meeting in Yellow Springs. Greta gave a 45 minute presentation on suicide prevention with about 50 people attending, including two local mayors and one county commissioner. She said that NAMI and the Ohio Empowerment Coalition facilitated a lively panel discussion regarding ending the cycle of legal involvement for people with mental illness. Greta stated that the panel discussion featured Major Kirk Keller from the jail, Melissa Litteral with Greene County Adult Probation and Greene Leaf, youth and adult treatment representatives from TCN, Amanda VanTress from Housing Solutions and Nate Crago from The Hope Spot. Greta said that a number of community members asked questions about available resources and expressed concerns about service gaps.

That concluded the CEO report.

Lauren then recognized Kent for his many years of service for his upcoming retirement from the Board on December 31, 2015. Lauren stated there is a strong successor lined up to take his place but it will be a big change for everyone. She stated that it has been a privilege and a pleasure to have worked with Kent. Lauren then asked Greta to say a few words. Greta described three characteristics which capture Kent's leadership. The first was systematic; he is methodical, planful and he takes any situation that the Board has been faced with and creates an environment where the Board can problem-solve around it in a systematic, careful way. Greta gave an example of the large budget cuts that came from the state when Kent first became CEO

and how he turned what could have been a crisis into a playful approach of how to address the situation. The second is integrity. Greta said that an executive director recently admitted that he didn't know what they were going to do without Kent because he is the first Board Director whom they have trusted. The third is excellence. Greta said that Kent always encourages the staff to do their best. She stated that Kent has always kept the focus on the people who we serve and the staff greatly appreciates his leadership and devotion.

ADMINISTRATIVE

Lauren 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 October 31, 2015. This report is strictly on a cash basis with total cash receipts of \$6,833,167 and total disbursements of (\$5,382,224) with excess cash receipts over disbursements of \$1,451,943 and an ending fund balance as of October 31, 2015 of \$12,355,874.

The next section was the Statement of Receipts and Disbursements for Fiscal Year 2016 activity. The General Fund had an ending cash balance of \$2,805,213; special revenue had a balance of \$683,055; Capital Projects had a balance of \$0; and fiduciary had a balance of \$409,319.

That concluded the Administrative Report.

EXECUTIVE COMMITTEE

Lauren stated that the Executive Committee met on November 6, 2015. Lauren described that the committee reviewed the proposed revisions to the MHRB Table of Organization (T.O.) as Greta will be transitioning to the CEO position in January leaving her position vacant. The committee met to review the proposed T.O. so that staff could post the vacancies and start soliciting applications. Kent stated that he and Greta worked together to look at open positions, retirements, transitions to best utilize current staff and create efficiencies. Greta stated that filling her position was a priority. She then stated that Michelle Humphrey would be promoted to Administrative and HR Manager, the Support Specialist position would be eliminated and become the Administrative Assistant with a more advanced, supportive role for the Program Team. She further stated that Kevin Taylor will retire as of December 31, 2015 and be rehired as the Director of MIS and Data Center. Mark Huff will then be promoted to Director of Finance and Donna Hart will be promoted to Assistant Director of Finance. Donna's current position of Accountant will not be filled. Kent stated that this T.O. falls within the current budget.

Lauren asked if there were any comments and 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 AT THE EXECUTIVE COMMITTEE MEETING ON NOVEMBER 6, 2015. THE MOTION IS CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY LAUREN ROSS, SECONDED BY HEATHER CORBIN TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE EXECUTIVE COMMITTEE MEETING ON NOVEMBER 6, 2015.

MOTION CARRIED.

That concluded the Executive Committee Report.

MISCELLANEOUS

Lauren called on Greta to discuss Youth Led Prevention. Greta introduced Kellie Portman and stated that the Board receives an annual state allocation which is rotated by county through the region. Youth in Clark County were the focus of last year's grant through the Hagen Center and youth in Madison County would be targeted for this year's funding. Greta referred the membership to Attachment E which showed a summary of some of the deliverables that Kellie has proposed. Greta then asked Kellie to talk about the program. Kellie introduced herself as a court liaison for Madison County Juvenile Court and said she was very excited to work with a core group of kids from every school district who were emerging leaders. She said that these kids would plan to partner up with kids in high schools the next year. Kellie stated that this program teaches kids how to think rather than what to think in terms of alcohol and drugs. This program would bring together rival kids from different schools for a common purpose. Kellie said that it is amazing to watch the ideas and activities they initiate.

Lauren then read the recommendation.

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 THINKING BEFORE SINKING, LLC IN THE AMOUNT OF \$5,587 FOR THE PROVISION OF YOUTH LED PREVENTION ACTIVITIES IN MADISON COUNTY DURING SFY 2016. PAYMENT WILL BE ON A COST-REIMBURSEMENT GRANT BASIS.

IT was MOVED BY LINDA GRIFFITH, SECONDED BY JULIE ANTHONY TO ENTER INTO CONTRACT WITH THINKING BEFORE SINKING, LLC IN THE AMOUNT OF \$5,587.

MOTION CARRIED.

Roger Roberts abstained from the vote.

Lauren then asked if there were any comments. Julie Vann asked if the grant recipient from last year would continue their program. Greta stated that the Hagen Center was aware of the time limited nature of the grant and that they made plans to continue their programs with other sources of funding.

AUDIENCE PARTICIPATION

None.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

**A MOTION WAS MADE BY LINDA GRIFFITH AND THE MEETING WAS
ADJOURNED BY CHAIR, LAUREN ROSS.**

Kellie Phillips, Secretary

Michelle Humphrey, MHR Board Staff

Accounts Payable Register - November 2015

Vendor Name	Date	Description	Expenses
Advanced Mechanical Services, Inc.	11/13/2015	Replace furnace, 335 E. Market St.	1,375.00
Auditor, Clark County	11/30/2015	Salaries & Benefits	91,738.08
Boop, Nancy	11/20/2015	Business expense reimbursement, 11/3-11/12	494.85
Brain Lumber Company	11/20/2015	Maintenance supplies	310.08
Churchill McGee of Ohio	11/27/2015	Contractor pmt to 11/12/15, Anna St.	104,098.22
Cintas Corporation Loc. 02	11/3/2015	Uniforms, building supplies	11.68
	11/6/2015	Supplies	230.30
	11/6/2015	Supplies	138.87
	11/27/2015	Building supplies	44.99
	11/27/2015	Supplies	230.28
	11/27/2015	Uniforms, building supplies	317.10
City of Springfield	11/6/2015	1054 E. High	100.69
	11/6/2015	1101 E. High	227.32
	11/6/2015	2608 E. High A	87.16
Clark State Community College	11/13/2015	Lease room for October MHRB Board meeting	90.00
Collins, Alan E.	11/6/2015	November legal fees	4,179.63
Columbia Gas of Ohio, Inc.	11/13/2015	1054 E. High	55.87
	11/13/2015	1055 E. High	47.29
	11/13/2015	1056 Mound	77.63
	11/13/2015	1067 E. High 1	70.10
	11/13/2015	1067 E. High 2	63.44
	11/13/2015	1067 E. High 3	37.54
	11/13/2015	1067 E. High 4	31.26
	11/13/2015	1101 E. High	231.32
	11/13/2015	224 East St rear	35.03
	11/13/2015	236 East St	53.15
	11/13/2015	255 East St	88.47
	11/13/2015	2608 E. High ES	35.48
	11/13/2015	2608 E. High WS	35.48
	11/20/2015	224 East St	130.30
Companion Life	11/27/2015	December life insurance	41.80
Dayton Power & Light Co.	11/13/2015	189 Dayton Ave	209.86
	11/13/2015	476 W. Market	830.63
	11/20/2015	452 W. Market	1,794.60
	11/20/2015	513 Clover St	259.11
	11/27/2015	600 Dayton-Yellow	964.96
Eastway Corporation	11/13/2015	Independent evaluations	450.00
Elderly United	11/27/2015	Mini grant reimbursement	129.88
	11/27/2015	October reimbursement	9,355.00
Fazio Color Shop	11/13/2015	Clean carpets, 236 East Street	175.00
Geotechnical Consultants	11/6/2015	Subsurface exploration/geotechnical engineering rpt, Cedar	4,400.00
Greene County ESC Learning Center	11/6/2015	Gosh.299 services thru Oct	8,392.04
	11/13/2015	Gosh.306 services thru Oct	28,998.24
	11/20/2015	Gosh.313 services thru Oct	11,490.64
	11/27/2015	Gosh.320 services thru Nov	11,037.27
Greene County Family & Children First Council	11/6/2015	November Allocations	14,124.00
	11/6/2015	September reimbursement	1,417.00
Greene County Health Coalition	11/20/2015	Annual membership dues	500.00
Greene Leaf Therapeutic	11/6/2015	November Allocations	9,813.00
Greta Mayer	11/20/2015	Business expense reimbursement, 7/1-9/30	1,127.72
H.W. Mann & Sons Hauling Services	11/13/2015	1054 E. High	175.00
	11/13/2015	1101 E. High	350.00
	11/13/2015	255 East St	115.00
Handyman Hardware	11/6/2015	Supplies	15.57
	11/13/2015	Supplies	17.99
Hart, Donna	11/13/2015	Business expense reimbursement, 10/28/15	94.79
Hassler Communication Systems Technology, Inc.	11/20/2015	Software support and PBX mgmt	232.20
	11/27/2015	Server upgrades	3,900.55
Health Factors Empowering Self Care, Inc.	11/27/2015	Subscription renewals - My Outcomes	11,440.00
Holmes Printing	11/6/2015	Return envelopes	140.83
	11/13/2015	Design & print table covering	350.00
Housing Solutions of Greene County, Inc.	11/6/2015	November Allocations	11,457.00
	11/13/2015	Moving expenses, Anna St	6,608.03
Hyatt's Plumbing	11/6/2015	Repair clean out in parking lot, 600 DYS	5,500.00
Impact Network Solutions, Inc.	11/20/2015	Long distance charges	10.00

Vendor Name	Date	Description	Expenses
J&J Remodeling	11/6/2015	Repair concrete on ramp, 1054 E. High	3,800.00
James Bennett dba Bennett Plumbing	11/6/2015	Install new lavatory faucet, 1101 E. High	75.00
Jani-Turf Maintenance Services, Inc.	11/13/2015	October janitorial services	380.25
Julie Anthony	11/27/2015	Business expense reimbursement, 6/19-11/16	215.05
Madison County Crisis Response Team	11/6/2015	Mini grant allocation	1,000.00
Madison County Department of Family & Children	11/20/2015	October reimbursement	5,458.00
Madison County Family Council	11/6/2015	November Allocations	1,912.00
Matt Talbot House	11/6/2015	November Allocations	5,959.00
	11/27/2015	Work vouchers	225.00
McKinley Hall, Inc.	11/6/2015	Clarb.299/Gosh.299 services thru Oct	14,372.17
	11/6/2015	November Allocations	9,067.00
	11/13/2015	Gosh.306 services thru Oct	18,637.33
	11/20/2015	Gosh.313 services thru Oct	40,041.70
	11/27/2015	Gosh.320 services thru Nov	14,636.47
Mental Health Services for Clark & Madison Counties	11/6/2015	November Allocations	82,951.00
	11/27/2015	Gosh.320 services thru Sept	160,127.00
NAMI of Clark & Greene Co.	11/6/2015	Christmas party	2,500.00
	11/6/2015	November Allocations	22,473.00
Nova House Assoc., Inc.	11/20/2015	Hot Spot: Detox residential services	2,700.00
OACBHA Foundation	11/6/2015	Recovery Conference Sponsorship	1,500.00
Oesterlen Services for Youth	11/6/2015	Mini grant allocation	5,000.00
	11/6/2015	November Allocations	16,250.00
Ohio Edison	11/27/2015	1054 E. High	137.45
	11/27/2015	1055 E. High	618.22
	11/27/2015	1056 Mound	127.87
	11/27/2015	1067 E. High	43.36
	11/27/2015	1067 E. High 1	39.61
	11/27/2015	1067 E. High 2	90.81
	11/27/2015	1067 E. High 3	28.82
	11/27/2015	1067 E. High 4	55.84
	11/27/2015	1101 E. High	2,089.60
	11/27/2015	224 East St	92.11
	11/27/2015	224 East St rear	324.22
	11/27/2015	236 East St	228.41
	11/27/2015	255 East St	284.68
	11/27/2015	2608 E. High A	136.71
	11/27/2015	2608 E. High B	239.79
Par II, LLC	11/13/2015	Crack fill for construction work, 600 DYS	200.00
Pitzer's Painting	11/6/2015	Paint interior, 476 W. Market	11,558.00
PNC Bank	11/6/2015	Utility payments	3,979.22
	11/27/2015	Utility payments	2,938.92
PNC Bank, N.A.	11/13/2015	Mortgage payment	7,628.67
Project Woman	11/20/2015	Gosh.313 services thru Oct	22,460.66
R.D. Bennett Construction, Inc.	11/20/2015	Concrete work, 619 Xenia Ave	1,050.00
	11/27/2015	Various repairs, 600 DYS	2,260.00
Roger Roberts	11/27/2015	Business expense reimbursement, 6/19-11/16	276.00
Scioto Paint Valley MH Center	11/6/2015	Residential treatment services	17,875.00
Simonton, Jeanne M.	11/13/2015	ECMH Consultation Services	1,836.28
	11/20/2015	ECMH Consultation Services	2,431.96
Speedway SuperAmerica	11/27/2015	Fuel purchases	87.23
Springfield Metropolitan Housing Authority	11/20/2015	July-September reimbursement	5,841.00
	11/27/2015	Mini grant reimbursement	215.96
Springfield Plate Glass Co.	11/27/2015	Clear unit install in frame, 2608 E. High Street	203.00
Springfield Pro Cleaning Services	11/27/2015	Janitorial services	1,895.00
	11/27/2015	Janitorial supplies	101.50
Staples, Inc.	11/13/2015	Office supplies	208.96
	11/20/2015	Office supplies	117.05
	11/27/2015	Office Supplies	32.99
TCN Behavioral Health Services, Inc.	11/6/2015	Gosh.299 services thru Oct	72,145.37
	11/6/2015	November Allocations	26,520.00
	11/13/2015	Gosh.306 services thru Oct	76,479.70
	11/20/2015	Gosh.313 services thru Oct	53,159.78
	11/27/2015	Clarb.320/Gosh.320 services thru Nov	87,129.24
	11/27/2015	Temporary housing allocation	5,712.80

Vendor Name	Date	Description	Expenses
Vectren Energy Delivery	11/6/2015	600 Dayton-Yellow	49.13
	11/20/2015	189 Dayton Ave	114.09
	11/20/2015	452 W. Market	218.31
	11/20/2015	476 W. Market	132.99
	11/20/2015	513 Clover St	78.05
	11/20/2015	619 Xenia	88.24
	11/20/2015	619 Xenia Rear	33.30
Village of Yellow Springs	11/13/2015	113 E.N College St	146.54
	11/13/2015	619 Xenia Ave	654.65
Weather Guard Roofing	11/20/2015	Install new roof, 255 East St	10,450.00
WellSpring	11/6/2015	September reimbursement	7,712.07
Wittenberg	11/27/2015	Mini grant reimbursement	690.00
Women's Recovery Center	11/6/2015	November Allocations	77,931.00
Worley, Marianna	11/13/2015	Business expense reimbursement, 9/14-11/4	<u>241.12</u>

Cash Disbursements	1,267,285.57
November YTD Expense	6,653,137.61
October YTD Expense	5,382,224.04
Change in Expense	1,270,913.57
Cash Disbursement - Change in Expense	(3,628.00)
Reconcile Items	
NAMI rent allocation reduction	3,628.00
Reconcile Items Total	3,628.00
difference	(0.00)

Accounts Payable Register - December 2015

Vendor Name	Date	Description	Expenses
Abila	12/25/2015	Software support renewal	2,745.00
All Phase Electric Supply Co.	12/25/2015	Supplies	66.16
Auditor, Clark County	12/31/2015	Salaries & Benefits	93,681.25
Boop, Nancy	12/18/2015	Business expense reimbursement, 11/18-12/10	207.00
Brain Lumber Company	12/18/2015	Maintenance supplies	30.28
Carolyn Taulbee	12/25/2015	Clean 600 DYS	350.00
Churchill McGee of Ohio	12/25/2015	Contractor pmt to 11/30/15, Anna St	116,951.27
	12/25/2015	Contractor pmt to 12/18/15, Anna St	146,647.77
Cintas Corporation Loc. 02	12/4/2015	Supplies	230.30
	12/4/2015	Uniforms, building supplies	51.87
	12/18/2015	Building supplies	295.88
	12/18/2015	Uniforms and building supplies	226.56
	12/25/2015	Uniforms and building supplies	138.45
City of Springfield	12/4/2015	1054 E. High	76.99
	12/4/2015	1055 E. High	55.48
	12/4/2015	1056 Mound	39.52
	12/4/2015	1061 E. High STORM	5.41
	12/4/2015	1067 E. High	71.80
	12/4/2015	1101 E. High	244.48
	12/4/2015	224 East St	42.52
	12/4/2015	224 East St rear	51.68
	12/4/2015	236 East St	97.96
	12/4/2015	255 East St	183.98
	12/11/2015	2608 E. High A	49.24
	12/31/2015	1054 E. High	91.21
	12/31/2015	1055 E. High	55.48
	12/31/2015	1056 Mound	39.52
	12/31/2015	1061 E. High STORM	5.41
	12/31/2015	1067 E. High	57.58
	12/31/2015	1101 E. High	227.32
	12/31/2015	224 East St	37.78
	12/31/2015	224 East St rear	61.16
	12/31/2015	236 East St	91.45
	12/31/2015	255 East St	218.11
Collins, Alan E.	12/4/2015	December legal fees	4,179.63
Columbia Gas of Ohio, Inc.	12/18/2015	1054 E. High	169.88
	12/18/2015	1055 E. High	117.45
	12/18/2015	1056 Mound	123.67
	12/18/2015	1067 E. High 1	110.23
	12/18/2015	1067 E. High 2	75.99
	12/18/2015	1067 E. High 3	38.29
	12/18/2015	1067 E. High 4	61.85
	12/18/2015	1101 E. High	985.97
	12/18/2015	224 East St	209.75
	12/18/2015	224 East St rear	94.37
	12/18/2015	236 East St	104.23
	12/18/2015	255 East St	136.18
	12/18/2015	2608 E. High ES	49.01
	12/18/2015	2608 E. High WS	92.15
Compton Power Equipment	12/25/2015	Snow blower repair	106.46
Connexion	12/25/2015	Notecard and envelope printing	394.56
Cox Ohio Publishing	12/18/2015	Position advertisements	1,445.00
Dayton Power & Light Co.	12/11/2015	189 Dayton Ave	156.86
	12/11/2015	476 W. Market	708.55
	12/18/2015	452 W. Market	1,638.89
	12/18/2015	513 Clover St	210.80
	12/31/2015	600 Dayton-Yellow	991.93
Doctor Drain	12/18/2015	Drain repair, 222 East, 1067 E High	240.00
Eastway Corporation	12/18/2015	Independent evaluations	900.00
Family Violence Prevention Center of Greene Co.	12/18/2015	Gosh.341 services thru Sept	14,220.52
GovConnection	12/4/2015	Epson Document scanner	361.00
Greene County ESC Learning Center	12/4/2015	Gosh.327 services thru Nov	12,852.90
	12/11/2015	July-November reimbursement	33,787.00
	12/18/2015	Gosh.341 services thru Nov	12,757.52
	12/25/2015	Gosh.348 services thru Dec	7,744.41

Vendor Name	Date	Description	Expenses
Greene County Family & Children First Council	12/4/2015	December Allocations	14,124.00
	12/4/2015	October reimbursement	2,381.00
	12/25/2015	November reimbursement	1,592.00
Greene County Juvenile Court	12/4/2015	October reimbursement	5,667.00
	12/18/2015	November reimbursement	4,252.00
Greene Leaf Therapeutic	12/4/2015	December Allocations	2,487.00
Greta Mayer	12/25/2015	Business expense reimbursement, 7/13-12/14	2,533.50
H.W. Mann & Sons Hauling Services	12/11/2015	1054 E. High	175.00
	12/11/2015	1101 E. High	350.00
	12/11/2015	255 East St	95.00
Hart, Donna	12/25/2015	Business expense reimbursement, 10/7-12/11	26.45
Hassler Communication Systems Technology, Inc.	12/18/2015	Software support, PBX mgmt, 2TB Hard Drive	611.24
Housing Solutions of Greene County, Inc.	12/4/2015	December Allocations	11,457.00
Impact Network Solutions, Inc.	12/25/2015	Long distance charges	10.00
Jani-Turf Maintenance Services, Inc.	12/18/2015	November janitorial services	295.75
Kevin Taylor	12/18/2015	Business expense reimbursement, 10/22-11/30	239.84
Konica Minolta	12/4/2015	OnBase license	498.94
Lawn Masters Lawn/Landscaping	12/4/2015	Fall lawn treatment	430.00
Lowe's Commercial Services	12/25/2015	Supplies	75.96
Madison County Department of Family & Children	12/4/2015	November reimbursement	5,385.00
Madison County Family Council	12/4/2015	December Allocations	1,912.00
Madison County Mental Health Levy Campaign	12/4/2015	Public awareness and education	8,482.08
Martin, Browne, Hull & Harper	12/4/2015	Legal fees, 452 W Market	1,519.37
	12/18/2015	Legal services, 452 W Market	1,917.00
Matt Talbot House	12/4/2015	December Allocations	5,959.00
McCall-Sharp Architecture, Ltd.	12/25/2015	Cedar St Project surveying	1,100.00
McKinley Hall, Inc.	12/4/2015	December Allocations	9,067.00
	12/4/2015	Gosh.327 services thru Nov	18,518.77
	12/11/2015	Gosh.334 services thru Nov	20,441.65
	12/18/2015	Gosh.341 services thru Nov	11,468.63
	12/25/2015	Gosh.348 services thru Dec	12,789.86
Mental Health Services for Clark & Madison Counties	12/4/2015	December Allocations	157,201.00
	12/25/2015	Gosh.348 services thru Oct	168,868.96
Michelle Humphrey	12/4/2015	Business expense reimbursement, 10/13-11/20	156.22
	12/4/2015	Replenish petty cash	180.05
Montgomery Insurance & Investment Agency	12/18/2015	Expense property & liability ins	11,430.00
NAMI of Clark & Greene Co.	12/4/2015	December Allocations	22,473.00
Nancy Williams	12/25/2015	Business expense reimbursement, 11/23-12/11	12.42
Nova House Assoc., Inc.	12/25/2015	Hot Spot: Detox residential services	3,510.00
Oesterlen Services for Youth	12/4/2015	December Allocations	16,250.00
Ohio Edison	12/25/2015	2608 E. High B	178.53
	12/31/2015	1054 E. High	214.95
	12/31/2015	1055 E. High	512.12
	12/31/2015	1056 Mound	105.61
	12/31/2015	1067 E. High	47.45
	12/31/2015	1067 E. High 1	45.64
	12/31/2015	1067 E. High 2	124.22
	12/31/2015	1067 E. High 3	24.60
	12/31/2015	1067 E. High 4	45.14
	12/31/2015	1101 E. High	1,859.16
	12/31/2015	224 East St	115.35
	12/31/2015	224 East St rear	303.02
	12/31/2015	236 East St	240.65
	12/31/2015	255 East St	243.88
	12/31/2015	2608 E. High A	132.00
OIC of Clark County, Inc.	12/4/2015	October reimbursement	5,994.00
	12/25/2015	Contractor pmt to 11/30/15, Cedar Street	38,875.04
	12/25/2015	Permits & legal fees, Cedar St	1,836.83
Pitney Bowes Global Financial Services LLC	12/25/2015	Quarterly equipment lease	330.00
PNC Bank	12/25/2015	Utility payments	1,948.67
PNC Bank, N.A.	12/18/2015	Mortgage payment	7,628.67
Project Woman	12/4/2015	Gosh.327 services thru Nov	164.61
Roger Storer & Son, Inc.	12/18/2015	Repair water main, 1101 E High	5,595.00
Runnels, Roselin	12/11/2015	Business expense reimbursement, 10/5-11/19	381.23
Scioto Paint Valley MH Center	12/18/2015	Residential treatment services	10,075.00
Scott Anger	12/4/2015	Business expense reimbursement, 8/3-11/16	110.40
Simonton, Jeanne M.	12/11/2015	ECMH Consultation Services	1,979.12
	12/25/2015	ECMH Consultation Services	2,078.05

Vendor Name	Date	Description	Expenses
Springfield Pro Cleaning Services	12/25/2015	Janitorial services	1,895.00
	12/25/2015	Janitorial supplies	111.70
Staples, Inc.	12/11/2015	Office supplies	23.59
	12/18/2015	Office supplies	13.50
Stute, Tracey	12/4/2015	Business expense reimbursement, 10/01-11/24	618.08
TCN Behavioral Health Services, Inc.	12/4/2015	December Allocations	7,016.00
	12/4/2015	Gosh.327 services thru Nov	73,963.25
	12/18/2015	Gosh.341 services thru Nov	128,512.80
	12/25/2015	Gosh.348 services thru Dec	51,409.64
The Cincinnati Insurance Company	12/25/2015	Quarterly insurance pmt	4,411.00
The Dispatch Printing Co.	12/25/2015	Position postings	1,560.44
Tolles Career & Technical Center	12/25/2015	Lunches for MH first aid training	180.00
Treasurer, State of Ohio	12/11/2015	FY2015 Financial Audit	1,804.00
Vectren Energy Delivery	12/4/2015	600 Dayton-Yellow	52.44
	12/18/2015	189 Dayton Ave	178.45
	12/18/2015	452 W. Market	627.07
	12/18/2015	476 W. Market	211.38
	12/18/2015	513 Clover St	145.15
	12/18/2015	619 Xenia	129.93
	12/18/2015	619 Xenia Rear	32.90
Village of Yellow Springs	12/11/2015	113 E.N College St	228.12
	12/11/2015	619 Xenia Ave	416.23
WellSpring	12/4/2015	October reimbursement	8,465.41
	12/25/2015	November reimbursement	6,714.37
Windy Knoll Golf Club	12/25/2015	Retirement reception food/balance room rental	528.40
Women's Recovery Center	12/4/2015	December Allocations	12,415.00
Youngman, Kent	12/18/2015	Business expense reimbursement, 10/14-12/4	<u>1,202.87</u>

Cash Disbursements	1,368,490.27
December YTD Expense	8,045,012.88
November YTD Expense	6,653,137.61
Change in Expense	1,391,875.27
Cash Disbursement - Change in Expense	(23,385.00)
Reconcile Items	
NAMI rent allocation reduction	3,628.00
TCN return of unused FY2015 Inpatient	19,504.00
Sale of 452 W. Market - Closing	253.00
Reconcile Items Total	23,385.00
difference	0.00

ATTACHMENT C

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Cash Position and Fund Balances

As of 11/30/2015

(In Whole Numbers)

	General Fund	Special Revenue Fund	Capital Projects	Fiduciary Fund	Total
Cash Receipts					
Taxes	4,228,723	0	0	0	4,228,723
Intergovernmental	665,081	1,841,792	166,291	0	2,673,164
Rental	279,512	0	0	0	279,512
Miscellaneous	22,370	0	0	0	22,370
Total Cash Receipts	5,195,686	1,841,792	166,291	0	7,203,769
Cash Disbursements					
Salaries	(386,034)	0	0	0	(386,034)
Benefits	(115,048)	0	0	0	(115,048)
Treatment Services	(3,004,219)	(2,318,542)	0	(21,656)	(5,344,417)
Professional Services	(51,822)	0	0	0	(51,822)
Operating	(17,102)	0	0	0	(17,102)
Rent/Utilities	(105,420)	0	0	0	(105,420)
Repairs/Maintenance	(17,561)	0	0	0	(17,561)
Capital Outlays/Equipment	(181,740)	0	(276,997)	(27,563)	(486,299)
Advertising/Printing	(4,186)	0	0	0	(4,186)
Principle/Interest	(38,143)	0	0	0	(38,143)
Insurance	(9,252)	0	0	0	(9,252)
Lease	(4,619)	0	0	0	(4,619)
Travel/Conference	(11,380)	0	0	0	(11,380)
Other	(61,854)	0	0	0	(61,854)
Total Cash Disbursements	(4,008,380)	(2,318,542)	(276,997)	(49,219)	(6,653,138)
Total receipts over/(under) disbursements	1,187,306	(476,750)	(110,706)	(49,219)	550,631
Other financing receipts/(disbursements)					
Advance To/From	(565,585)	565,585	0	0	0
Transfer In/Out	(125,000)	125,000	0	0	0
Proceeds from Sale of Assets	1,000	0	0	0	1,000
Total Other financing receipts/(disbursements)	(689,585)	690,585	0	0	1,000
Excess cash receipts over/(under) disbursements	497,721	213,835	(110,706)	(49,219)	551,631
Fund Balance at beginning of year					
	9,991,416	325,049	0	587,465	10,903,930
Fund balances at end of period					
	<u>10,489,136</u>	<u>538,885</u>	<u>(110,706)</u>	<u>538,246</u>	<u>11,455,561</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

General Fund

FY 2016

From 11/1/2015 Through 11/30/2015

(In Whole Numbers)

	Original Budget	Final Budget	Budget Change	YTD Actual	Final Budget Variance
Cash Receipts					
Taxes	10,035,308	10,035,308	0	4,873,487	(5,161,821)
Rental	692,346	692,346	0	279,512	(412,834)
Miscellaneous	9,180	9,180	0	23,370	14,190
Total Cash Receipts	10,736,834	10,736,834	0	5,176,369	(5,560,465)
Cash Disbursements					
Salaries	1,065,714	1,143,358	77,644	386,034	757,324
Benefits	312,646	324,523	11,877	115,048	209,475
Treatment Services/Activities	8,968,993	8,953,202	(15,791)	1,978,672	6,974,530
Professional Services	127,710	127,710	0	51,822	75,888
Operating	53,789	53,789	0	16,677	37,112
Rent/Utilities	352,209	352,209	0	94,087	258,122
Repairs/Maintenance	32,600	32,600	0	15,297	17,303
Capital Outlay/Equipment	423,050	464,074	41,024	166,345	297,729
Advertising/Printing	15,000	15,000	0	4,186	10,814
Principle/Interest	91,545	91,545	0	38,143	53,402
Insurance	46,773	46,773	0	20,682	26,091
Lease	11,000	11,000	0	4,619	6,381
Travel/Conference	38,800	38,800	0	9,062	29,738
Other	203,950	203,950	0	61,623	142,327
Total Cash Disbursements	11,743,779	11,858,533	114,754	2,962,298	8,896,235
Transfers/Advances					
Advance In/(Out)	0	0	0	(565,585)	(565,585)
Transfer In/(Out)	(125,000)	(125,000)	0	575,000	700,000
Total Transfers/Advances	(125,000)	(125,000)	0	9,415	134,415
Cash Receipts Over/(Under) Disbursements	<u>(1,131,945)</u>	<u>(1,246,699)</u>	<u>(114,754)</u>	<u>2,223,486</u>	<u>3,470,185</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

Special Revenue Fund

FY 2016

From 11/1/2015 Through 11/30/2015

(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	3,429,510	3,868,939	439,429	1,866,792	(2,002,147)
Miscellaneous	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>(5,000)</u>
Total Cash Receipts	3,434,510	3,873,939	439,429	1,866,792	(2,007,147)
Cash Disbursements					
Treatment Services/Activities	<u>3,467,257</u>	<u>4,046,740</u>	<u>579,483</u>	<u>2,100,950</u>	<u>1,945,790</u>
Total Cash Disbursements	3,467,257	4,046,740	579,483	2,100,950	1,945,790
Transfers/Advances					
Advance In/(Out)	0	0	0	565,585	565,585
Transfer In/(Out)	<u>172,801</u>	<u>172,801</u>	<u>0</u>	<u>172,801</u>	<u>0</u>
Total Transfers/Advances	172,801	172,801	0	738,386	565,585
Cash Receipts Over/(Under) Disbursements	<u>140,054</u>	<u>0</u>	<u>(140,054)</u>	<u>504,228</u>	<u>504,228</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

Capital Projects

FY 2016

From 11/1/2015 Through 11/30/2015

(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	583,360	583,360	0	166,291	(417,069)
Miscellaneous	<u>263,001</u>	<u>263,001</u>	<u>0</u>	<u>0</u>	<u>(263,001)</u>
Total Cash Receipts	846,361	846,361	0	166,291	(680,070)
Cash Disbursements					
Capital Outlay/Equipment	<u>846,361</u>	<u>846,361</u>	<u>0</u>	<u>276,997</u>	<u>569,364</u>
Total Cash Disbursements	846,361	846,361	0	276,997	569,364
Cash Receipts Over/(Under) Disbursements	<u>0</u>	<u>0</u>	<u>0</u>	<u>(110,706)</u>	<u>(110,706)</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

Fiduciary Fund

FY 2016

From 11/1/2015 Through 11/30/2015

(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>183,647</u>	<u>0</u>	<u>(183,647)</u>	<u>0</u>	<u>0</u>
Total Cash Receipts	<u>183,647</u>	<u>0</u>	<u>(183,647)</u>	<u>0</u>	<u>0</u>
Cash Disbursements					
Treatment Services/Activities	<u>0</u>	<u>237,985</u>	<u>237,985</u>	<u>10,800</u>	<u>227,185</u>
Capital Outlay/Equipment	<u>188,999</u>	<u>188,999</u>	<u>0</u>	<u>27,563</u>	<u>161,437</u>
Total Cash Disbursements	<u>188,999</u>	<u>426,984</u>	<u>237,985</u>	<u>38,363</u>	<u>388,621</u>
Transfers/Advances					
Transfer In/(Out)	<u>188,999</u>	<u>426,984</u>	<u>237,985</u>	<u>440,582</u>	<u>13,598</u>
Total Transfers/Advances	<u>188,999</u>	<u>426,984</u>	<u>237,985</u>	<u>440,582</u>	<u>13,598</u>
Cash Receipts Over/(Under) Disbursements	<u><u>183,647</u></u>	<u><u>0</u></u>	<u><u>(183,647)</u></u>	<u><u>402,219</u></u>	<u><u>402,219</u></u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Cash Position and Fund Balances

As of 12/31/2015

(In Whole Numbers)

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects</u>	<u>Fiduciary Fund</u>	<u>Total</u>
Cash Receipts					
Taxes	4,228,723	0	0	0	4,228,723
Intergovernmental	665,081	1,855,177	276,997	0	2,797,255
Rental	334,219	0	0	0	334,219
Miscellaneous	<u>22,885</u>	<u>0</u>	<u>0</u>	<u>1,230</u>	<u>24,115</u>
Total Cash Receipts	<u>5,250,908</u>	<u>1,855,177</u>	<u>276,997</u>	<u>1,230</u>	<u>7,384,312</u>
Cash Disbursements					
Salaries	(457,615)	0	0	0	(457,615)
Benefits	(137,148)	0	0	0	(137,148)
Treatment Services	(3,588,043)	(2,649,676)	0	(26,026)	(6,263,746)
Professional Services	(62,063)	0	0	0	(62,063)
Operating	(19,274)	0	0	0	(19,274)
Rent/Utilities	(124,786)	0	0	0	(124,786)
Repairs/Maintenance	(26,764)	0	0	0	(26,764)
Capital Outlays/Equipment	(181,740)	0	(540,596)	(69,374)	(791,710)
Advertising/Printing	(7,586)	0	0	0	(7,586)
Principle/Interest	(45,772)	0	0	0	(45,772)
Insurance	(25,093)	0	0	0	(25,093)
Lease	(4,949)	0	0	0	(4,949)
Travel/Conference	(15,827)	0	0	0	(15,827)
Other	<u>(62,679)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(62,679)</u>
Total Cash Disbursements	<u>(4,759,340)</u>	<u>(2,649,676)</u>	<u>(540,596)</u>	<u>(95,401)</u>	<u>(8,045,013)</u>
Total receipts over/(under) disbursements	491,568	(794,499)	(263,599)	(94,171)	(660,701)
Other financing receipts/(disbursements)					
Advance To/From	(565,585)	565,585	0	0	0
Transfer In/Out	(125,000)	125,000	0	0	0
Prior Year Refund	42,498	0	0	0	42,498
Proceeds from Sale of Assets	<u>885,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>885,000</u>
Total Other financing receipts/(disbursements)	<u>236,913</u>	<u>690,585</u>	<u>0</u>	<u>0</u>	<u>927,498</u>
Excess cash receipts over/(under) disbursements	<u>728,481</u>	<u>(103,914)</u>	<u>(263,599)</u>	<u>(94,171)</u>	<u>266,797</u>
Fund Balance at beginning of year	9,991,416	325,049	0	587,465	10,903,930
Fund balances at end of period	<u><u>10,719,896</u></u>	<u><u>221,135</u></u>	<u><u>(263,599)</u></u>	<u><u>493,295</u></u>	<u><u>11,170,727</u></u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

General Fund

FY 2016

From 12/1/2015 Through 12/31/2015

(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	10,035,308	10,035,308	0	4,873,487	(5,161,821)
Rental	692,346	692,346	0	334,219	(358,127)
Miscellaneous	<u>9,180</u>	<u>9,180</u>	<u>0</u>	<u>907,885</u>	<u>898,705</u>
Total Cash Receipts	10,736,834	10,736,834	0	6,115,591	(4,621,243)
Cash Disbursements					
Salaries	1,065,714	1,143,358	77,644	457,615	685,743
Benefits	312,646	324,523	11,877	137,148	187,375
Treatment Services/Activities	8,968,993	8,953,202	(15,791)	2,571,585	6,381,617
Professional Services	127,710	127,710	0	62,063	65,647
Operating	53,789	53,789	0	18,850	34,939
Rent/Utilities	352,209	352,209	0	113,454	238,755
Repairs/Maintenance	32,600	32,600	0	24,501	8,099
Capital Outlay/Equipment	423,050	464,074	41,024	166,345	297,729
Advertising/Printing	15,000	15,000	0	7,586	7,414
Principle/Interest	91,545	91,545	0	45,772	45,773
Insurance	46,773	46,773	0	36,523	10,250
Lease	11,000	11,000	0	4,949	6,051
Travel/Conference	38,800	38,800	0	13,509	25,291
Other	<u>203,950</u>	<u>203,950</u>	<u>0</u>	<u>62,447</u>	<u>141,503</u>
Total Cash Disbursements	11,743,779	11,858,533	114,754	3,722,347	8,136,186
Transfers/Advances					
Advance In/(Out)	0	0	0	(565,585)	(565,585)
Transfer In/(Out)	<u>(125,000)</u>	<u>(125,000)</u>	<u>0</u>	<u>575,000</u>	<u>700,000</u>
Total Transfers/Advances	(125,000)	(125,000)	0	9,415	134,415
Cash Receipts Over/(Under) Disbursements	<u><u>(1,131,945)</u></u>	<u><u>(1,246,699)</u></u>	<u><u>(114,754)</u></u>	<u><u>2,402,659</u></u>	<u><u>3,649,358</u></u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

Special Revenue Fund

FY 2016

From 12/1/2015 Through 12/31/2015

(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	3,429,510	3,868,939	439,429	1,880,177	(1,988,762)
Miscellaneous	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>(5,000)</u>
Total Cash Receipts	3,434,510	3,873,939	439,429	1,880,177	(1,993,762)
Cash Disbursements					
Treatment Services/Activities	<u>3,467,257</u>	<u>4,046,740</u>	<u>579,483</u>	<u>2,432,084</u>	<u>1,614,656</u>
Total Cash Disbursements	3,467,257	4,046,740	579,483	2,432,084	1,614,656
Transfers/Advances					
Advance In/(Out)	0	0	0	565,585	565,585
Transfer In/(Out)	<u>172,801</u>	<u>172,801</u>	<u>0</u>	<u>172,801</u>	<u>0</u>
Total Transfers/Advances	172,801	172,801	0	738,386	565,585
Cash Receipts Over/(Under) Disbursements	<u>140,054</u>	<u>0</u>	<u>(140,054)</u>	<u>186,479</u>	<u>186,479</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

Capital Projects

FY 2016

From 12/1/2015 Through 12/31/2015

(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	583,360	583,360	0	276,997	(306,363)
Miscellaneous	<u>263,001</u>	<u>263,001</u>	<u>0</u>	<u>0</u>	<u>(263,001)</u>
Total Cash Receipts	846,361	846,361	0	276,997	(569,364)
Cash Disbursements					
Capital Outlay/Equipment	<u>846,361</u>	<u>846,361</u>	<u>0</u>	<u>540,596</u>	<u>305,765</u>
Total Cash Disbursements	846,361	846,361	0	540,596	305,765
Cash Receipts Over/(Under) Disbursements	<u>0</u>	<u>0</u>	<u>0</u>	<u>(263,599)</u>	<u>(263,599)</u>

Mental Health & Recovery Board of Clark, Greene and Madison

Statement of Receipts and Disbursements

Fiduciary Fund

FY 2016

From 12/1/2015 Through 12/31/2015

(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	183,647	0	(183,647)	0	0
Miscellaneous	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,230</u>	<u>1,230</u>
Total Cash Receipts	183,647	0	(183,647)	1,230	1,230
Cash Disbursements					
Treatment Services/Activities	0	237,985	237,985	14,310	223,675
Capital Outlay/Equipment	<u>188,999</u>	<u>188,999</u>	<u>0</u>	<u>69,374</u>	<u>119,625</u>
Total Cash Disbursements	188,999	426,984	237,985	83,684	343,299
Transfers/Advances					
Transfer In/(Out)	<u>188,999</u>	<u>426,984</u>	<u>237,985</u>	<u>440,582</u>	<u>13,598</u>
Total Transfers/Advances	188,999	426,984	237,985	440,582	13,598
Cash Receipts Over/(Under) Disbursements	<u><u>183,647</u></u>	<u><u>0</u></u>	<u><u>(183,647)</u></u>	<u><u>358,127</u></u>	<u><u>358,127</u></u>

Mental Health & Recovery Board of Clark, Greene and Madison

Budget to Actual

FY 2016

Administration

From 7/1/2015 Through 12/31/2015

(In Whole Numbers)

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Budget Change</u>	<u>YTD Actual</u>	<u>Percent Remaining</u>
Cash Disbursements					
Salaries	910,231	989,583	79,352	391,627	60 %
Benefits	280,305	292,482	12,177	122,922	58 %
Professional Services	127,710	127,710	0	58,626	54 %
Operating	37,039	37,039	0	12,584	66 %
Rent/Utilities	30,860	30,860	0	9,193	70 %
Repairs/Maintenance	10,850	10,850	0	5,504	49 %
Capital Outlay/Equipment	30,600	30,600	0	8,123	73 %
Advertising/Printing	15,000	15,000	0	7,586	49 %
Insurance	11,533	11,533	0	6,422	44 %
Lease	11,000	11,000	0	4,949	55 %
Travel/Conference	38,800	38,800	0	13,509	65 %
Other	<u>197,000</u>	<u>197,000</u>	<u>0</u>	<u>61,636</u>	<u>69 %</u>
Total Cash Disbursements	1,700,928	1,792,457	91,529	702,681	61 %

Mental Health & Recovery Board of Clark, Greene and Madison

Budget to Actual

FY 2016

Facility

From 7/1/2015 Through 12/31/2015

(In Whole Numbers)

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Budget Change</u>	<u>YTD Actual</u>	<u>Percent Remaining</u>
Cash Disbursements					
Salaries	155,483	153,775	(1,708)	65,988	57 %
Benefits	32,341	32,041	(300)	14,226	56 %
Professional Services	0	0	0	3,436	0 %
Operating	16,750	16,750	0	6,266	63 %
Rent/Utilities	321,349	321,349	0	104,261	68 %
Repairs/Maintenance	21,750	21,750	0	18,997	13 %
Capital Outlay/Equipment	304,200	345,224	41,024	158,222	54 %
Principle/Interest	91,545	91,545	0	45,772	50 %
Insurance	35,240	35,240	0	30,101	15 %
Other	6,950	6,950	0	812	88 %
Total Cash Disbursements	<u>985,608</u>	<u>1,024,624</u>	<u>39,016</u>	<u>448,080</u>	<u>56 %</u>

Mental Health & Recovery Board of Clark, Greene and Madison Counties
 Cash Position (Actual and Projected)
 FY 2016

Period ending December 31, 2015

Month	Beginning Balance	Inflows	Outflows		Ending Balance
		Revenues	Expenses	Payroll	
June 2015	10,592,910	764,334	951,115	89,664	10,316,465
July 2015	10,316,465	236,155	880,430	95,664	9,576,526
August 2015	9,576,526	4,660,473	1,290,565	90,871	12,855,563
September 2015	12,855,563	575,011	1,126,899	90,512	12,213,163
October 2015	12,213,163	1,343,316	1,613,781	132,171	11,810,527
November 2015	11,810,527	370,601	1,061,369	91,738	11,028,021
December 2015	11,028,021	1,107,041	1,100,350	93,681	10,941,031
January 2016	10,941,031	158,877	1,468,736	337,381	9,293,791
February 2016	9,293,791	5,239,174	1,468,736	97,500	12,966,729
March 2016	12,966,729	251,377	1,468,736	119,500	11,629,870
April 2016	11,629,870	308,877	1,468,736	97,500	10,372,511
May 2016	10,372,511	1,134,266	1,468,736	126,500	9,911,541
June 2016	9,911,541	290,600	1,468,736	97,500	8,635,905
July 2016	8,635,905	58,877	1,195,695	99,000	7,400,087
August 2016	7,400,087	5,649,682	1,195,695	99,000	11,755,074
September 2016	11,755,074	251,377	1,195,695	99,000	10,711,756
October 2016	10,711,756	308,877	1,195,695	99,000	9,725,938
November 2016	9,725,938	1,028,941	1,195,695	99,000	9,460,184
December 2016	9,460,184	101,377	1,195,695	99,000	8,266,866

PROGRAM COMMITTEE

**RATIFY AND CONFIRM ACTION TAKEN AT THE PROGRAM COMMITTEE
MEETING**

**IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY
BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFY AND CONFIRM
THE ACTION TAKEN BY THE PROGRAM COMMITTEE ON JANUARY 5, 2016.
MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.**

PROGRAM COMMITTEE SUMMARY

Tuesday, January 5, 2016

PRESENT: Marilyn Demma, Co-Chair; Scott Anger, Co-Chair; Julie Anthony; Linda Griffith, M.D.; Joseph Keferl, Rh.D.; Kim Michael; Roger Roberts; Lauren Ross; Julie Vann, and Jim Vernon

GUESTS: Wendy Doolittle, CEO McKinley Hall
Amanda VanTress, Director Housing Solutions

STAFF: Greta Mayer, Ed.D., Tammy Collins, Ph.D., Roselin Runnels, and Tracey Stute

The Program Committee meeting was opened by Marilyn Demma, Co-Chair, with a welcome and introductions of all present. Dr. Tammy Collins was recognized as the newly hired Director of Prevention and Community Engagement for the Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB).

Marilyn Demma asked Roselin Runnels to introduce the first item on the agenda. Through the joint efforts of MHRB, McKinley Hall, the Clark County Jail and West Central Correctional Facility (WCCF), the MHRB has received a grant to provide and enhance client transition between incarceration and treatment. Roselin recognized Wendy Doolittle, McKinley Hall CEO, as the writer of the grant and read a congratulatory note from Tracy Plouck, Director of the Ohio Department of Mental Health & Addiction Services (OMHAS), regarding the grant award. Wendy stated that approximately 56 individuals from Clark County are incarcerated at WCCF annually. No treatment services or linkage to treatment services upon release are available at WCCF. Wendy noted that within a two week period in September two (2) Clark County residents released from WCCF died from drug overdoses. The grant will allow McKinley Hall to hire a therapist and case manager to provide assessment, case management and linkage services to Clark County residents at WCCF prior to release. The therapist will provide criminal justice specific services at McKinley Hall the four days of the week s/he is not at WCCF. Wendy mentioned that McKinley Hall is also benefiting from a Clark County Probation-initiated grant that will place a probation officer on site at McKinley Hall to provide intensive probation services to those receiving treatment services. As in the Clark County Jail, individuals at WCCF will have the opportunity to begin Vivitrol® prior to release. McKinley Hall has offered Vivitrol® to Clark County Jail inmates for approximately four (4) months and is seeing improved engagement in treatment. Wendy is hopeful that as judges see more success with Vivitrol® and treatment services, there will be more interest in developing a Drug Court. Roselin stated that the grant amount is \$129,300 and that if all outcomes are achieved, the grant will continue for a total of three (3) years.

Wendy also provided an update on the capital project. The building was purchased in October 2015 and Matrix in Dayton has been selected as the contractor. A contract will be signed within the few weeks.

Marilyn read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE PROGRAM COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH McKINLEY HALL FOR STATE FISCAL YEAR 2016 IN THE AMOUNT OF \$129,300 FOR PROVIDING SERVICES TO INCARCERATED CLARK COUNTY INDIVIDUALS AT THE CLARK COUNTY JAIL AND WEST CENTRAL COMMUNITY CORRECTIONS FACILITY.

Roger Roberts indicated interest in replicating this pilot project for Madison County. He moved for approval of the recommendation and Jim Vernon provided the second.

The motion passed unanimously.

Marilyn asked Roselin to introduce the next item. She stated that the MHRB submitted an application for funds to provide employment opportunities within housing agencies for individuals with lived experience of mental illness. The grant amount is \$53,540 and will be implemented by Housing Solutions. Roselin introduced Amanda VanTress from Housing Solutions.

Amanda informed the Program Committee that Housing Solutions has 55 units in 8 complexes throughout Greene County. The grant provides funds to employ a full time maintenance position and a part time housing specialist. Both positions will increase the likelihood of resident stability and satisfaction. The maintenance position has been filled.

Marilyn read the recommendation as follows:

IT IS THE RECOMMENDATION OF THE 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 FOR STATE FISCAL YEAR 2016 IN THE AMOUNT OF \$53,540 FOR EMPLOYING ADDITIONAL STAFF TO MEET AGENCY NEEDS. PAYMENT IS ON A COST REIMBURSEMENT BASIS.

Scott Anger moved for approval of the recommendation and Julie Vann provided the second.

The motion passed unanimously.

Greta Mayer expressed her appreciation to Amanda and the staff of Housing Solutions for the work they have done during the recent leadership transition.

Marilyn asked Greta to introduce Tammy Collins. Greta stated that Tammy began on December 28 and reminded the Program Committee that she met some of them at Kent Youngman's retirement celebration. Tammy has a strong background in prevention, human development, public relations/communications/marketing and evaluation. She is a graduate of Marshall University and OSU. Tammy stated that as she looked at a variety of opportunities, this position was her first choice. Her work experience has been with criminal justice, the West Virginia

Supreme Court, universities and government. She described her goal as finding better ways to help people, saying that she hopes to help us accomplish what we want to do for the residents of our three counties. The Program Committee welcomed Tammy warmly.

Marilyn asked if there were any miscellaneous items.

Joe Keferl stated that he is working with OMHAS on their effort to improve the quality of services for individuals who are deaf and have behavioral health needs. He expressed concern that the work will focus more heavily on meeting a deadline than on what is needed to improve the services. He also stated that Wright State University has been working for about 14-15 months to develop the Integrated Health Institute to bring together health related entities that communities need to embrace and live out wellness. He would like to see Kent involved in this in the future.

Lauren Ross noted that the Obama administration has proposed adding \$500 million in new federal funding for mental health care. She also mentioned that President Obama has issued guidelines regarding gun control and expressed concern about the need to be mindful of stigma as well as the need to address gun violence. People living with mental illness, in general, pose no greater risk of violence to others than anyone else.

Greta Mayer thanked the Board members and staff for attending Kent's retirement celebration and shared the Greene County Dailies article about his 32 years of service. She reminded Board members about upcoming Committee and Board meetings in January.

Joe Keferl interjected that while Tammy knows him from his work with OMHAS, other Program Committee members might want to take an opportunity to get to know her. Marilyn suggested that the members spend some time telling Tammy about themselves and their interests. Members spoke passionately about their interest in behavioral health and the residents/citizens we serve. Tammy thanked the members for their helpful information and insight.

Linda Griffith moved for adjournment at 6:35 p.m.

COMBINED EXECUTIVE AND BUILDINGS & GROUNDS
COMMITTEE

**RATIFY AND CONFIRM ACTION TAKEN AT THE COMBINED EXECUTIVE AND
BUILDINGS & GROUNDS COMMITTEE MEETING**

**IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY
BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFY AND CONFIRM
THE ACTION TAKEN BY THE COMBINED EXECUTIVE AND BUILDINGS &
GROUNDS COMMITTEE MEETING ON JANUARY 14, 2016. APPROVED MOTIONS
ARE CONTAINED IN THE MEETING SUMMARY.**

Combined Executive and Buildings & Grounds Committee Meeting Thursday, January 14, 2016

The Combined Executive and Buildings & Grounds Committee Meeting was held on Thursday, January 14, 2016 at the Mental Health & Recovery Board (MHRB) Administrative Offices located at 1055 East High Street, Springfield.

PRESENT: Lauren Ross, Chair; Scott Anger, Julie Anthony, Marilyn Demma, Ben Harrison, Kellie Phillips and Jim Vernon

Staff: Dr. Greta Mayer, CEO; Nancy Boop

Lauren called the meeting to order and welcomed everyone; she then turned the meeting over to Nancy Boop to review the McKinley Hall building and renovation project. Nancy stated that in June 2015, the MHRB approved a recommendation to commit an amount not to exceed \$700,000 for the McKinley Hall renovation project. The source of these funds is McKinley Hall's unearned allocation dollars from SFY 2013 and 2014. The \$700,000 includes \$500,000 as matching funds for the Ohio Department of Mental Health and Addiction Services (OMHAS) capital grant. This grant along with the Board's matching funds and McKinley Hall's construction loan will be used to renovate 2624 Lexington Avenue. The original budget estimate was approximately two million. This represents Phase 1 of the project. Phase 2 of the project is for the renovation of the Board owned property located at 2608 East High Street converting office space into recovery housing and the renovation of another Board owned property located at 255 East Street converting men's residential into women's residential. Included in the Board's committed funds of \$700,000 is \$200,000 for this phase. The motion for disbursement of the \$200,000 committed funds for Phase 2 of this project will occur after the completion of Phase 1.

McKinley Hall has interviewed three architectural firms; their Board selected Matrix Architects out of Dayton. They plan to begin meeting with the architect in January to develop the design, specifications and budget. It is estimated this step could take up to four months, which includes the public bidding process.

Board staff is recommending that the total \$500,000 in matching funds be disbursed to McKinley Hall in one lump sum as they will begin incurring costs for this project and the OMHAS grant is on a cost reimbursement basis. Board staff is also suggesting that the CEO and/or her designee attend all construction meetings along with budget review meetings. This has been discussed with McKinley Hall staff and they are agreeable. Accordingly,

IT IS THE RECOMMENDATION OF THE COMBINED EXECUTIVE AND BUILDINGS & GROUNDS COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES DISBURSE \$500,000 TO MCKINLEY HALL REPRESENTING MATCHING FUNDS FOR THE OHIO DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES CAPITAL GRANT OF \$500,000 FOR THE LEXINGTON AVENUE RENOVATION PROJECT. THE BOARD WILL ENTER INTO AN AGREEMENT WITH MCKINLEY

HALL STATING THAT THE CEO AND/OR HER DESIGNEE WILL BE INCLUDED IN ALL CONSTRUCTION AND BUDGET MEETINGS.

IT WAS MOVED BY JIM VERNON, SECONDED BY JULIE ANTHONY TO DISBURSE \$500,000 TO MCKINLEY HALL REPRESENTING MATCHING FUNDS FOR THE OMHAS CAPITAL GRANT FOR THE LEXINGTON AVENUE RENOVATION PROJECT.

MOTION CARRIED.

Lauren then called on Greta Mayer to explain the reduction in the MHR Board's SFY 2016 allocation to TCN Behavioral Health Services. Greta stated that the sale of the 452 West Market Street, Xenia property to TCN was finalized in December. TCN had previously leased the property from the MHR Board and included in the Board's annual allocation is an amount for lease payments to be made back to the Board.

Nancy explained that the lease payment is the source of funds for paying all utilities and insurance premiums. The insurance coverage has been cancelled and all of the utilities have been transferred to TCN. Accordingly, due to the sale of the property, the annual allocation to TCN needs to be reduced for a six month period in SFY 2016. This reduction represents six month's rent less the six month three year average for utilities and insurance. For SFY 2017 the Board's allocation to TCN will reflect the full twelve month net reduction.

IT IS THE RECOMMENDATION OF THE COMBINED EXECUTIVE AND BUILDINGS & GROUNDS COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES REDUCE THE TCN BEHAVIORAL HEALTH SERVICES STATE FISCAL YEAR 2016 ALLOCATION BY \$59,788, REPRESENTING SIX MONTHS RENT LESS THE SIX MONTH AVERAGE UTILITIES AND INSURANCE. THE NEW SFY 2016 CONTRACT AMOUNT IS NOT TO EXCEED \$4,019,751.

IT WAS MOVED BY BEN HARRISON, SECONDED BY JIM VERNON TO APPROVE A REDUCTION TO THE MHRB'S SFY 2016 ALLOCATION FOR TCN BEHAVIORAL HEALTH SERVICES OF \$59,788, ATTRIBUTED TO THE SALE OF THE XENIA PROPERTY.

MOTION CARRIED.

The third item on the agenda was a discussion relating to the future of the Board-owned property located at 600 Dayton Yellow Springs in Fairborn. Greta opened the discussion by reminding the membership that at the October 2015 Board meeting there was much discussion regarding TCN's plan to move out of our Fairborn facility and purchase a facility in Beavercreek. At this time, staff is looking for direction relating to potential uses of the vacant Fairborn property. Options include selling the property, leasing to another entity, leasing a portion of it to TCN and other MHRB provider agencies, etc.

Nancy then reviewed the financial status of the Fairborn property including the following:

- Purchased by the MHRB in 1981 at a cost of \$975,000
- All three floors have been completely renovated at a cost of over \$400,000
- PNC debt obligation estimated balance as of December 2015 \$697,560; maturity July 2020 with balloon payment of \$417,317
- OMHAS mortgage balance as of December 2015 \$202,203; fully paid March 2022
- OMHAS mortgage balance as of December 2015 \$41,037; fully paid March 2038

The committee members discussed the Board's role in planning for service delivery, the need for a continued physical presence in Fairborn, communication to the public and our clients relating to the move from Fairborn to Beavercreek, and Hope Spot and NAMI Drop-In Centers' need for space. The committee decided that it is too early in the process to make a determination regarding the future of the Fairborn property; however, staff was instructed to obtain an appraisal. It was also determined that TCN's presence in Fairborn was very important, not only for current clients and families, but also to preserve future community support. A committee meeting may be needed after an appraisal is obtained.

Lauren then asked Nancy to provide an update on the two current construction and renovation projects. Nancy stated that the Anna Street, Fairborn project is 99% complete. Overall, the project went very smoothly and remained on schedule. Housing Solutions coordinated the move for each tenant; two apartments were done at a time. Renovation of the two apartments took three weeks (total of fifteen weeks). Renovation included new windows, new doors, HVAC, complete bathroom and kitchen remodel, new flooring, new lighting, new decks, sidewalks and mailboxes. This project was funded by Ohio Housing Finance Agency and Ohio Department of Mental Health and Addiction Services at a total cost of \$600,000.

The Cedar Street project started in November 2015 with a groundbreaking. Footers, foundations and flooring have been completed for both facilities. One duplex has been framed. This project is a joint effort with the City of Springfield, Opportunities for Individual Change (OIC) and the MHRB. The City of Springfield donated the land and is providing approximately \$300,000 (60% of the project) for the construction. OIC is acting as the General Manager and their Youth Build division is providing the appropriate labor. The project got a late start, but the weather has been very cooperative. A projected completion date has not been determined yet.

Next, Greta stated that the Board retreat will be held on March 12th at the Springfield Country Club. Greta asked for input from the committee for times and topic areas. It was decided to begin at 8:30 and end at 1:00. A review of the strategic plan and training about effective treatment for opiate addiction will be provided. The March Board meeting will also be included in this time frame. Greta mentioned that last year, due to the retreat, there was no March Program Committee meeting. She suggested this year that there be a March Program Committee meeting to begin the allocation process for SFY 2017 a month earlier. In doing so, agency personnel will have more time to present which also allows more time for discussion. The committee members were agreeable.

The last item on the agenda under the Miscellaneous category is the cancellation of the next previously scheduled Executive Committee. The February 12th meeting is cancelled.

A motion was made by Scott Anger to adjourn the meeting.