



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

*Help for Today. Hope for Tomorrow.*

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**MHRB  
Partner Agencies**

**CLARK COUNTY**

- Clark County Family & Children First
- Matt Talbot House
- McKinley Hall, Inc.
- Mental Health Services for Clark and Madison Counties, Inc.
- National Alliance on Mental Illness (NAMI) Clark, Greene and Madison Counties
- Oesterlen Services for Youth
- Opportunities for Individual Change (OIC) of Clark County
- Project Woman
- Springfield Metropolitan Housing Authority
- United Senior Services
- 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
- Housing Solutions of Greene County, Inc.
- National Alliance on Mental Illness (NAMI) Clark, Greene and Madison Counties
- TCN Behavioral Health Services, Inc.
- Women's Recovery Center

**MADISON COUNTY**

- Mental Health Services for Clark and Madison Counties, Inc.
- National Alliance on Mental Illness (NAMI) Clark, Greene and Madison Counties

**MHRB MISSION STATEMENT**  
*The Mental Health & Recovery Board of Clark, Greene, and Madison Counties supports a system for delivering effective mental health, alcohol and other drug treatment, prevention, education, and advocacy services for its residents.*

**BOARD AGENDA  
MONDAY, JUNE 19, 2017  
6:00 – 8:00 P.M.**

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

- |  |   |
|--|---|
| <b>I. <u>OPENING REMARKS</u></b>   |   |
| <b>A. Welcome Guests &amp; Introductions</b>                                   | <i>Lauren Ross, Chair</i>                 |
| <b>II. <u>APPROVAL OF MINUTES</u> - May 15, 2017</b>                           | <b>Attachment A</b>                       |
| <b>III. <u>REVIEW OF ACCOUNTS PAYABLE REGISTER</u></b>                         | <b>Attachment B</b>                       |
| <b>IV. <u>STRATEGIC PLAN</u></b>   | <b>Attachment C</b><br><i>Greta Mayer</i> |
| <b>V. <u>MENTAL HEALTH &amp; ADDICTION SERVICES</u></b>                        |   |
| <b>A. Program Committee Summary – June 6, 2017</b>                             | <b>Attachment D</b>                       |
| <b>Report of Committee Chair</b>   | <i>Kellie Phillips, Co-Chair</i>          |
| 1. Ratify and Confirm Action Taken at Program Committee Meeting – June 6, 2017 |   |
| a. Recommendation  |   |
| <b>VI. <u>CEO REPORT</u></b>   |   |
| <b>A. 21<sup>st</sup> Century Cures Act Funding</b>                            | <i>Greta Mayer</i><br><b>Attachment E</b> |
| 1. Recommendation  |   |
| <b>B. Families of Addicts Recovery Support Center</b>                          | <b>Attachment F</b>                       |
| 1. Recommendation  | <i>Brad &amp; Melanie Silvus</i>          |
| <b>C. WellSpring PAX Good Behavior Game</b>                                    | <b>Attachment G</b>                       |
| 1. Recommendation  | <i>Richele Shepherd</i>                   |
| <b>D. Expense Reimbursement Reminder</b>                                       |   |
| <b>E. Community Plan &amp; BH Redesign Update</b>                              |   |

(Agenda continued on reverse side)

- F. **June 27 AG/GCTP Opiate Meeting –  
Beavercreek 6:30-9 p.m.**
- G. **Program Committee Time & Location Change**
- H. **Recognize Lauren Ross**

**VII. ADMINISTRATIVE**

- A. **Request for Authorization of Property  
Tax Advances** **Attachment H**  
*Greta Mayer*
  - 1. Recommendation
- B. **Request for Authorization of Board  
Officers to Act on Behalf of Board** **Attachment I**  
*Greta Mayer*
  - 1. Recommendation
- C. **MHR Board Financial Update** **Attachment J**  
*Mark Huff*
  - 1. Board Financials – May, 2017
- D. **Request for Authorization of Then & Now Payments** **Attachment K**  
*Mark Huff*
  - 1. Recommendation
- E. **Request for Authorization of Estimated Revenue &  
Appropriation Amendments** **Attachment L**  
*Mark Huff*
  - 1. Recommendation
- F. **Amended Estimated Revenue & Appropriations** **Attachment M**  
*Mark Huff*
  - 1. Recommendation

**VIII. COMBINED EXECUTIVE AND  
BUILDINGS & GROUNDS**

- A. **Executive and Buildings & Grounds  
Committee Summary – June 2, 2017  
Report of Committee Chair** **Attachment N**  
*Lauren Ross, Chair*
  - 1. Ratify and Confirm Action Taken at  
Combined Executive & Buildings & Grounds  
Committee Meeting – June 2, 2017
    - a. Recommendation

**IX. MISCELLANEOUS**

**X. AUDIENCE PARTICIPATION**

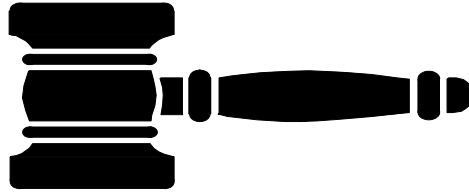
**XI. BOARD MEMBER COMMENTS**

**XII. EXECUTIVE SESSION**

- A. Recommendation
- B. Roll Call

**Attachment O**

**XIII. ADJOURNMENT**



**MINUTES – May 15, 2017**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Monday, May 15, 2017 at 6:00 p.m. at Clark State Community College, LRC Room 209, 570 E. Leffel Lane, Springfield, Ohio.*

**PRESENT:** *Lauren Ross, Chairperson, Presiding; Scott Anger, Julie Anthony, Lexie Boblitt, Marilyn Demma, Dr. Linda Griffith, Ben Harrison, Jim Hutchins, Mark Kidd, Kellie Phillips, Patrick Williams*

**ABSENT:** *Heather Corbin, Dr. Joseph Keferl, Stephen Massey, Kim Michael, Julie Vann*

*Staff: Dr. Greta Mayer, CEO; Mark Huff, Michelle Humphrey, Adriane Miller, Tracey Stute*

**GUESTS:** *Leslie Crew, Clark Family & Children First Council  
Maureen Fagans, United Senior Services  
Amanda Hampton, Madison County Department of Family & Children First  
Lori Houseman, Consultant  
Brent Lewis, Greene County Family & Children First Council  
Dr. Kara Marciani, Forensic Psychiatry Center for Western Ohio  
Jeanne Simonton, Early Childhood Mental Health Consultant  
Naomi Walters, WellSpring*

**OPENING REMARKS**

*Julie Anthony, Vice-Chairperson, called the meeting to order and thanked everyone for coming. Julie explained that Lauren Ross, Chair, was running late and that she would be presiding until Lauren arrived. Julie then asked the membership and audience to introduce themselves.*

**APPROVAL OF MINUTES**

*The Board Minutes for the April 17, 2017 MHRB meeting were reviewed.*

***IT was MOVED BY LINDA GRIFFITH, SECONDED BY LEXIE BOBLITT TO APPROVE THE MINUTES FOR THE APRIL 17, 2017 BOARD MEETING AS SUBMITTED.***

***MOTION CARRIED.***

## **REVIEW OF ACCOUNTS PAYABLE REGISTER**

*Lauren asked the Membership to review Attachment B, Accounts Payable Register. Dr. Linda Griffith questioned the line item, "installing marble trim." Dr. Greta Mayer explained that the marble came from the former Memorial Hall in Clark County which had been torn down. Some of the pieces of the Hall were preserved by a group including representatives of the Heritage Center. The Board was given slabs of marble and stain glass windows which were repurposed and installed in the conference room.*

## **CEO REPORT**

*Julie called on Dr. Greta Mayer to give the CEO report. Greta referenced Communications Goal 1 of the Strategic Plan, which came out of the Board Retreat. Greta said that the communications goal is to develop an overall communication strategy that would build both internal expertise with Board members and staff as well as external expertise with Board partner agencies, recovery groups, and stakeholders. Greta stated that the Ad Hoc Opiate Issues Committee has been focusing on communications specifically to address stigma, by increasing education and awareness in the community. Greta also stated that the Table of Organization was changed to add a communications position. Greta then introduced Lori Houseman and explained that Lori is an experienced consultant in communications who specializes in facilitation and advocacy training. She will provide a two-pronged approach to create a communication plan and an advocate training program. Greta then asked Lori to present her communication package.*

*Lori stated that she has been in the communication marketing field for over 30 years with various companies. She explained that there is a stigma and the community needs to have a better understanding of what MHRB and its partner agencies do. Lori went on to explain her strategy and plan on how to reach multiple audiences, such as the public, media, partner organizations, coalitions, first responders, etc. She said she will help the Board get facts out to the public in a systematic way and how to listen with empathy to critical feedback, and specifically communicate that addiction is a brain disease and that people get better. Lori stated that the goal is to turn public scrutiny into public support.*

*Marilyn Demma asked Lori what constitutes existing data during in the research phase. She replied that data sources include recovery stories, local numbers of squad visits, and statewide statistics. Greta stated that some of the data comes from coalition work and results from the Recovery Oriented Systems of Care (ROSC) evaluation last year. Lauren asked if this was something that the Board can replicate and/or keep doing. Lori explained that a part of the goal is to educate the Board system, build capacity, and create sustainability. Greta also stated that this will better equip the Board to determine hiring a full- or part-time communications staff person. Greta said that there are costs associated with the components of the communications strategy package that could be covered in the existing budget due to mid-year staff restructuring. Chief Mark Kidd asked what method will be used to evaluate effectiveness of the communications plan. Greta stated that clear deliverables such as press releases, social media postings, and advocate training competencies could be measured. Lori suggested that surveys and focus groups would be synthesized with existing data to create a report. Greta added that these deliverables would be provided back to the Board as an update to progress made on the strategic plan. Greta then read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZES THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH VARIOUS VENDORS TO DEVELOP AND EXECUTE COMMUNICATIONS STRATEGIES DURING STATE FISCAL YEARS 2017-2018.**

**IT was MOVED BY KELLIE PHILLIPS, SECONDED BY BEN HARRISON TO NEGOTIATE AND ENTER INTO CONTRACT WITH VARIOUS VENDORS TO DEVELOP AND EXECUTE COMMUNICATIONS STRATEGIES DURING STATE FISCAL YEARS 2017-2018.**

**MOTION CARRIED.**

*Next, Greta reviewed Attachment C, Resolution: Responding to Ohio's Opiate Epidemic. She directed the membership to the Resolution at their places and explained that data for the resolution had been included in the Board packet, but that the Resolution was omitted. Greta went on to explain that the Ohio Association of County Behavioral Health Authorities (OACBHA) had created the Resolution and all Boards across the state reviewing this and encouraging substance use task force coalitions and other community groups to pass a similar message. Greta stated that, under the first "WHEREAS", she added "advancing prevention" before recovery because this Board has demonstrated long-time support for prevention as well as recovery. Julie Anthony made a correction to the data.*

*Greta read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ADOPTS THE RESPONDING TO OHIO'S OPIATE EPIDEMIC RESOLUTION AS LISTED BELOW:**

*WHEREAS, the members of the Mental Health and Recovery Board of Clark, Greene, and Madison Counties are committed to leading our region in advancing prevention and recovery to achieve health and wellness.*

*WHEREAS, Ohio leads the nation in opioid overdose deaths; and*

*WHEREAS, the number of fentanyl-related drug overdose deaths throughout Ohio continues to increase each year from 84 in 2013, to 503 in 2014, to 1,155 in 2015; and opiate-related deaths increased from 2015 to 2016 in Clark County from 65 to 69, in Greene County from 29 to 31, and in Madison County from 5 to 6.*

*WHEREAS, an average of eight people die as a result of a drug overdose each day in Ohio, one death every three hours; and*

*WHEREAS, opiate prescription rates have decreased, but heroin, fentanyl, and carfentanil continue to be more and more accessible; and*

**THEREFORE BE IT RESOLVED** *that the members of the Mental Health and Recovery Board of Clark, Greene, and Madison Counties urge the Governor of the State of Ohio, the Ohio General Assembly, and Ohio's Congressional Delegation to declare the opiate epidemic an emergency, prioritizing the needs of Ohioans impacted by opioid addiction by dramatically increasing*

*investments in prevention, treatment, and recovery support, education, and interdiction efforts to end this epidemic.*

***IT was MOVED BY SCOTT ANGER, SECONDED BY JULIE ANTHONY, TO APPROVE THE RESOLUTION RESPONDING TO OHIO'S OPIATE EPIDEMIC.***

***MOTION CARRIED.***

*Lauren asked how the Resolution will be presented by OACBHA. Greta said that the membership voted to disburse it and each individual Board could adopt it and promote it for their area. She said that the Association plans to collect these adopted resolutions and that Greta would report back to Board about next steps at the state level.*

*Greta's next item was Attachment D, Attorney General Madison Community Conversation. Greta said that Patrick Closser, London City Mayor, has organized this event which will take place on May 17, 2017 at London High School Auditorium. She said that Tracey Stute, Board staff, has been participating in the planning sessions and that Greta, Kathy Brinkman of Mental Health Services and other key leaders in Madison County will be on the panel. This invitation was included in the Board packet.*

*Next, Greta stated that the Barry Meier Event scheduled for May 19, 2017 will be rescheduled due to a death in his family. She will update the membership when there is a new date.*

*The next item was Ohio's 2017 Opiate Conference on June 12-13, 2017. Greta stated that, in the past, Board/staff members, individuals in recovery, and agency staff have attended. Greta stated that Board members are invited to attend one or both days and if anyone is interested, to notify Board staff for registration.*

*Greta then stated that the Clark County Substance Abuse Treatment and Prevention Task Force Business Leaders Forum will take place on June 21, 2017 at Greater Springfield ConnectEd from 11:30-1:30pm. Greta explained that the Clark County Substance Use Task Force has been working on this event and they have delivered one forum with community leaders to date with great success. Lauren asked if this event was one that the membership should be encouraged to attend. Tracey added that everyone will be receiving an invitation for this event or future events.*

*The next item was the Drug-Free Workforce Community Initiative Community Leaders Survey. Greta stated that Tracey Stute was invited by long-time Rotarian and business community leader, Ross McGregor, to present at Springfield Rotary on this initiative. Greta reminded the membership that the Board applied for and received a competitive grant in the amount of \$20,000 from the Ohio Mental Health & Addiction Services to do this Drug-Free Workforce Initiative. Greta stated that Tracey is in the process of recruiting five employers for intensive training. Tracey explained that this initiative is exclusive to Clark County but hopes that in the future it will be sustained as well as brought to other communities in our region. Tracey said that there was a business leader's data survey mailed to community leaders including MHR Board members. Tracey also stated that five employers from Clark County will be selected to attend a two-day technical assistance training to create a drug-free workplace policy specific to each of their needs and to explore second-chance procedures. Tracey said that she has applications available for*

Board members to give to employers with whom they have a relationship. Greta stated that the Board staff will be looking at additional funding to sustain the efforts and expand in the future.

Next, Greta referred to a Madison Press article about the first Recovery Success Banquet hosted by Mental Health Services for Madison County. Greta said that court employees, Madison County EMTs, persons in recovery and supporters attended and that she presented and revealed the winner of the recovery house naming contest. Greta stated that persons in recovery planned the event and cooked the meal. There were stories of recovery and a special appreciation presentation to first responders for all they do. Greta said that she spoke with the EMS who stated that they value their role in using Narcan to help overdose victims access services. The EMTs also expressed surprise at the depth of services that Mental Health Services offers locally. Greta said that it was refreshing to hear their positive comments, offers of collaboration, and that EMTs talked about addiction as a brain disease.

Greta said that the controlling board released the funding for “Serenity House” and everything is moving forward with a timeline of residents moving into the house beginning July 1. She stated that the MHRB Buildings & Grounds Committee will be meeting June 2<sup>nd</sup> for a more detailed analysis of the house. Lauren asked about neighborhood buy-in to support the house. Greta stated that there are those in support of the house and those who are not. Some contacted the Mayor and the zoning department. At this time, she said that there are no issues with zoning and the Board has done its due diligence. Greta stated that the Mayor is hosting a Community Conversation and she is hopeful that neighborhood members will attend Wednesday’s event. She said the Board and Mental Health Services will host a gathering of the immediate neighbors at a local restaurant in London and provide facts about what the house will be used for and how it addresses community needs. Greta said that Board staff and individuals in recovery have cleaned the house up and that there is a plan for capital improvements to add value to the neighborhood.

Last, Greta stated that the Senate is hearing testimony and Mental Health Services leadership presented their recommendation to push back implementation of Behavioral Health Redesign due to technology readiness and concern with “going live” with the new code sets and billing. She said that Senator Hackett from our region chairs this committee. The House had passed additional funding that the Board advocated for which will go to crisis stabilization on the mental health side, withdrawal management or detox on the addiction side, and also expand community based addiction treatment. Greta said that the Senate is deciding if they want to keep that funding in the budget. She stated that people in recovery and family members from Clark, Greene and Madison Counties will be testifying this week.

That concluded the CEO report.

### **ELECTION OF OFFICERS**

Lauren Ross, Chairperson, stated that Board members need to vote on the slate of Board Officers for SFY 2018. She asked for nominations from the floor. There being none, she recommended to the Board the following slate of names:

Julie Anthony	Chairperson
Kellie Phillips	Vice-Chairperson
Jim Hutchins	Secretary

*Lauren then read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ELECTS THE FOLLOWING BOARD MEMBERS AS BOARD OFFICERS FOR SFY 2018:**

<b>CHAIRPERSON</b>	<b>Julie Anthony</b>
<b>VICE CHAIRPERSON</b>	<b>Kellie Phillips</b>
<b>SECRETARY</b>	<b>Jim Hutchins</b>

**IT was MOVED BY MARILYN DEMMA, SECONDED BY BEN HARRISON TO ELECT THE STATE FISCAL YEAR 2018 BOARD OFFICERS AS PRESENTED.**

**MOTION CARRIED.**

*Linda Griffith inquired about Julie being the Chair but not staying for the entire term. Lauren explained that Julie's term expires in December, however, the Board is seeking a final legal opinion on the issue.*

**ADMINISTRATIVE**

*Lauren called on Mark Huff to review the MHRB financials. Mark referred the membership to Attachment F and asked if there were any questions as he wanted to move on to the audit. There were no comments.*

*Mark then referred to Attachment G, FY 2016 Audit Review. Mark reviewed the audit with the membership, referring to the independent Auditor's report, he explained the Auditor's dual opinion, Adverse on U.S. Generally Accepted Accounting Principles, but unqualified opinion on Regulatory Basis of Accounting. The dual opinion is due to the Board reporting on a cash basis of accounting. This dual opinion has been standard for all entities not reporting on an accrual basis since fiscal year 2005. Mark, then directed members to the Combined Statement of Receipts, Disbursements and Changes in Fund Balances. He explained that this is similar to the Cash position report except for the breakout of the fund balance into Statement 54 categories of restricted, committed, assigned and unassigned balances. Next, a brief review of Note 2 Budgetary activity, he explained how the estimated revenue/appropriation motions throughout the fiscal year generated the table's data.*

*Mark ended the review with discussing the Schedule of Expenditures of Federal Awards report. He explained that this section of the audit is called a "Single Audit" were the auditors test the federal funding received by the Board. In summarizing the auditor's results of the single audit, Mark explain that again there was the dual opinion for reporting on cash basis, but unmodified under the regulatory basis. The Auditors found no material weaknesses or deficiencies in internal controls, but because of the dual opinion, the audit received a high-risk auditee status. This status requires auditors to test more transactions than a low-risk auditee. Lauren asked if the high-risk status could hurt the Board when requesting federal grants in the future. Mark's response was the only impact could possibility be higher audit cost, but believed no impact in the grant process itself. The Board considered the fiscal year 2016 audit filed. Linda asked why the Board doesn't go to an accrual basis. Mark explained that the Board was given the option in 2005. He thought it had to do with costs associated with the audit and the fact that the Auditor of State accepts cash*



basis accounting as an acceptable accounting basis. He explained further that the bulk of the Board's revenue is from taxes or money from the state and is usually given within that fiscal year so there is not too much accrual to be done.

Next, Lauren moved to Attachment H, Board Policies Recommendation. Lauren explained that these are Board Policies that the Executive Committee had reviewed. There were two policies with minor changes that Lauren asked Greta to review. Greta stated that the Board's attorney gave additional clarification and suggested changes to Policy #300.05 MHRB Reserve (Encumbrance) and Policy #300.07 Estimated Revenue and Appropriations. Greta stated that there was no material change to either policy. The change in Policy \$300.05 is in paragraph D, "Then & Now" to allow, upon resolution of the Board, the fiscal officer or CEO to act on the Then & Now in amounts less than three thousand dollars which will be reported to the Board at the next scheduled meeting. The change in Policy #300.07 clarifies the purpose of the policy and paragraph D, Year End Amendments, allows for formal Board approval after the amendments are made. Lauren stated that these policies were reviewed by Executive Committee, had a first reading at the April Board meeting and this is the second reading. Lauren explained that the revisions were to bring the policies up-to-date to match how the Board is actually operating and anticipated changes in the future. Linda commended staff on the work that was put into the revisions. She suggested the following changes:

Policy #200.02 – Change the term “Client Rights Officer” to “CRO”

Policy #200.03 - Change Major Unusual Incidents to “MUI”

Policy #200.06 – SAPST should be spelled out the first time

Policy #300.04 – Bad Debt and Contract Reconciliation. Linda suggested a change to make “Policy” two sentences instead of one, i.e., ending the first sentence after “contract reconciliation” the next sentence would begin with “This can occur....” Linda suggested under “Purpose,” making that two sentences also.

Linda also questioned in Policy #300.01 – Cash Management, if 1.5 to 2 months enough of a cash reserve. Greta stated that it is a minimum and that the Board currently exceeds that amount. Mark added that the policy was created when the Board had a cash flow issue and that number was a goal. He said that the number could be changed. Lauren asked if the Board had addressed this issue in the past. Mark stated that it was discussed during the appropriation period in February when the Board requests the total amount available to spend by county to begin the contracting phase. Mark said that he doesn't think having a greater amount of money in reserve is a positive thing to maximize funding for services. Lauren suggested that the Finance Committee review this in greater detail. Lauren agreed to include this policy in the recommendation as written and if the Finance Committee decides to make further changes, it could be brought back to the Board for further consideration. Lauren stated that some of the changes and the reorganization into chapters came from Culture of Quality Peer Certification process. The membership approved Linda's suggested changes to the policies listed above.

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVES THE POLICY REVISIONS, WITH DR. LINDA GRIFFITH'S SUGGESTED AMENDMENTS EFFECTIVE IMMEDIATELY. BELOW IS A LIST OF THESE POLICIES:**

- a. Policy #100.05 Board member compensation
- b. Policy #100.06 Policy Development and Review

- c. *Policy #100.07 Relationship with Service Providers & Contract Procedures*
- d. *Policy #100.08 Bidding Requirements*
- e. *Policy #100.14 Communication Guide*
- f. *Policy #100.15 Media Relations*
- g. *Policy #200.01 Qualifications for Service Providers*
- h. *Policy #200.02 Client Rights*
- i. *Policy #200.03 Report of Major Unusual Incidents*
- j. *Policy #200.04 Reporting of Client Abuse or Neglect*
- k. *Policy #200.05 Annual Plan Process*
- l. *Policy #200.06 Civil Rights Compliance*
- m. *Policy #300.01 Cash Management*
- n. *Policy #300.02 Advance Payment of Non-Medicaid Services*
- o. *Policy #300.04 Bad Debt and Contract Reconciliation*
- p. *Policy #300.05 MHRB Reserve (Encumbrance)*
- q. *Policy #300.06 State Funding Distribution*
- r. *Policy #300.07 Estimated Revenue and Appropriations*
- s. *Policy #400.01 Claims Processing Confidentiality*
- t. *Policy #400.02 Claims Processing Enrollment and Eligibility*

***IT was MOVED BY MARK KIDD, SECONDED BY SCOTT ANGER TO APPROVE THE POLICY REVISIONS WITH DR. LINDA GRIFFITH'S SUGGESTED AMENDMENTS.***

***MOTION CARRIED.***

*That concluded the Administrative Report.*

***OPIATE ISSUES AD HOC COMMITTEE***

*Lauren called on Kellie Phillips, Committee Chair, to give the Opiate Issues Ad Hoc Committee Report. Kellie stated that the Ad Hoc Committee met on April 12, 2017 at the MHRB Administrative Office, 1055 E. High Street, Springfield. Kellie stated that several guests from the community attended. Kellie said that Wendy Doolittle, CEO of McKinley Hall, was present and shared a handout that gave a summary of gaps in services and treatment that were shared during the Community Leadership Forum. From the items shared, she felt that two were priorities: "Warm Hand-Off" process and a "Safe House". A grant was submitted in the amount of \$168,000 to the US Dept. of Justice to operate a warm hand-off program, and a safe house facility. Wendy shared how the program, and facility would operate, what issues they would address, and the breakdown of operating cost for each. A response to the grant request is expected to be returned around September 2017. Wendy described the 3 – 11 p.m. timeframe when overdoses are at their peak, which she would target staffing for the overdose response team. Greta stated that the Board had agreed to support \$12,000 towards the "Warm Hand Off" position and is currently working with the hospital on a Memorandum of Understanding of roles and responsibilities for this project. Greta said that McKinley Hall will be bringing their allocation request which will include addressing a full year for a Peer Recovery Supporter as well as a chemical dependency clinician.*

*Kellie stated that Lori Houseman also attended and presented about the Committee's request to move the message away from a focus primarily on overdose and addiction, and towards*

*the success stories of recovery, collaboration, and data-driven results. Lori shared the positive effects of strategic messaging and communication, both internal and external. She shared a case example of a rural hospital system which she led through an 8-month communication academy to equip leaders with practical skills to have greater influence in every day conversations. Lori talked about how this process identified and educated key champions who carried an accurate message which helped to reshape public perceptions. Kristen Davis, also in attendance, supported Lori's information by sharing how creating messages for specific audiences is a great tool for gaining support and expanding influence and impact. There was interest around the table in acquiring communication training that will be specific to each county and audience. The committee reiterated its interest in first responders (a balance of clinical and the "show me side" of the data) and family members as primary audiences for communication efforts.*

*Kellie stated that Chief Nick Heimlich shared a thank you letter written by the mother of an overdose victim. This letter was shared with his staff and was particularly helpful for those who are looking for these types of touchstones in their work. He shared that the patients they help are not just overdose victims, but that they are loved by someone.*

*Last, Kellie stated that a conversation was shared around the table about families of addicts and how to best educate and support them, with the understanding there are several family members for every one person with addiction. Removing stigma for family members was a key topic.*

*Lauren stated that she was excited about getting the "Warm Hand Off" project started. Tracey shared that, on Friday, someone overdosed at McKinley Hall, they received Narcan and the Warm Hand Off was utilized and the person is currently in residential treatment. Greta also shared that members stayed after the last Board meeting and brainstormed about how the Board can involve other potential funders in the community. Since that time, conversations have been held with different health and community funding groups to support the Safe House. The Health Commissioner, Wendy Doolittle, and MHRB will be working collaboratively in this vein. Greta said that there isn't another date set for the Ad Hoc Committee to meet but that she would like to move forward with the communications strategy with Lori's work, and reconvene the group to consider these strategies and help guide the work. Linda Griffith stated that she felt that stories from individuals like the mother's letter and Tracey's story are more effective to influence public perception than using numbers or statistics.*

*That concluded the Opiate Issues Ad Hoc Committee report.*

## **MENTAL HEALTH AND ADDICTION SERVICES**

*Lauren called on Marilyn Demma, Committee Co-Chair, to give the report. Marilyn stated that the Program Committee met on Tuesday, May 2, 2017 at 5:30 p.m. at the Greene County ESC, 360 East Enon Road, Yellow Springs, Ohio.*

*Marilyn began her report by thanking the agency representatives for waiting. She also explained that the Program Committee asked each of the contract agencies to present through a SWOT (strengths, weaknesses, opportunities and threats) analysis during their presentations this year. Marilyn then stated that the first item on the agenda was a recommendation for Early Childhood Mental Health Consultation in the amount of \$55,000. The second item was an allocation to the Clark County Family & Children First Council in the amount of \$236,992. The*

*third item was an allocation to Forensic Psychiatry Center for Western Ohio in the amount of \$12,100. Item four on the agenda was an allocation to the Greene County Family & Children First Council in the amount of \$193,518. Item five was an allocation to Madison County Family Council in the amount of \$77,716. Item six was an allocation to Oesterlen Youth Services in the amount of \$75,000. Item seven was an allocation to United Senior Services in the amount of \$93,484. Marilyn explained that all of the recommendations are for annual allocations and are brought to the Board with the contingency that the State of Ohio does not yet have a budget in place for State Fiscal Year 2018 and the Board reserves the right to come back and re-negotiate those allocations based on the outcome of the state budget process. Item eight was an allocation for Special Services in the amount of \$135,000 for Special Placements/Services, Emergency Housing, Medication and Independent Expert Testimony. Item nine was an allocation for WellSpring in the amount of \$ 80,000. Marilyn then read the recommendation.*

***THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN BY THE PROGRAM COMMITTEE ON MAY 2, 2017. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.***

***IT was MOVED BY JULIE ANTHONY, SECONDED BY BEN HARRISON TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE PROGRAM COMMITTEE MEETING ON MAY 2, 2017.***

***MOTION CARRIED.***

***EXECUTIVE COMMITTEE***

*Lauren, Presiding Chair, stated that the Executive Committee met on May 5, 2017 at 7:30 a.m. at the MHRB Administrative Offices, 1055 E. High Street, Springfield, Ohio.*

*Lauren stated that the first item considered was a recommendation to increase the Board staff salary ranges by 3%. The committee was presented with a history of such actions over the last number of years and there had been no increase in the ranges. Lauren stated that the 3% is in line with the Consumer Price Index and Nancy Boop explained at the meeting that she had done some benchmarking with other agencies similar to the Board and that the 3% is comparable. This does not mean that each Board employee would receive a 3% increase in their salary, it just gives Greta as CEO room to work within the ranges for staff increases.*

*Next, Lauren said that the template Service Contract with provider agencies is reviewed each year and there were a few edits and changes suggested. Greta explained that some of the changes were to bring the agreement up to date with current practice and removing Board involvement in employee grievance processes of partner agencies, for example.*

*The next item considered was the Clark County Mental Health Foundation's spring fundraiser. This year the Foundation will be soliciting funds for the Clark County Substance Abuse Prevention, Treatment and Support Coalition in its efforts to educate the community about the disease of addiction. The committee recommended that MHRB match those amounts raised by the Foundation dollar-for-dollar up to \$5,000. Greta explained that this is the first year that the Mental Health Foundation is targeting opiates and addiction; it has traditionally been more mental health-focused in its fundraising efforts. Recipients of the fundraiser are only partner agencies of the Board in Clark County and this year the funds would go to McKinley Hall submitting on behalf of their coalition. Greta explained that the upcoming business forum taking*

place at ConnectEd is one of the series of coalition-funded forums that funding would support. Lauren then read the recommendation.

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN BY THE EXECUTIVE COMMITTEE ON MAY 5, 2017. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.**

**IT was MOVED BY LAUREN ROSS, SECONDED BY MARILYN DEMMA TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE EXECUTIVE COMMITTEE MEETING ON MAY 5, 2017.**

Lauren stated that the committee reviewed the Board's Vision and Mission Statement and developed revisions. Greta explained that the goal is to align the wording of the Vision Statement with mental health, addiction (to include gambling in addition to substance use), and to add recovery services specifically. Suggestions for the Mission Statement would reflect the treatment, prevention and support Continuum of Care language. She said there was also some wordsmithing with the Strategic Plan to include under the Continuum of Care, specific workplans created by staff to guide their work. Progress on the plan would then be reported back to the Board at least annually. Greta asked to move forward with finalizing the Strategic Plan as well as the proposed Mission and Vision Statements. Lauren asked that it be brought back to the full Board in June to give the membership one last time to look it over.

Lauren stated that suggestions were made about how to make it easier for members to get to meetings and on time. One suggestion was made to change the Program Committee meeting location to Clark State and begin at 6pm. She said that the new officers can discuss this and possibly come up with a new plan.

That concluded the Executive Committee report.

**MISCELLANEOUS**

None.

**AUDIENCE PARTICIPATION**

Maureen Fagans, Director of United Senior Services, thanked the Board for its continued support.

**BOARD MEMBER COMMENTS**

None.

**ADJOURNMENT**

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

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*Kellie Phillips, Secretary*

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*Michelle Humphrey, MHR Board Staff*

# Accounts Payable Register - May 2017

ATTACHMENT B

Vendor Name	Date	Description	Expenses
ADAPAO	5/26/2017	ADAPAO Conference, 5/11/17	585.00
Advanced Mechanical Services, Inc.	5/19/2017	A/C repair, 1101 E High	125.00
	5/19/2017	Gas line hook-up, 222 East St	142.50
Air Duct Cleaning Co.	5/12/2017	Clean dryer vents, 1074 High, 236, 255 East	330.00
Auditor, Clark County	5/31/2017	Salaries & Benefits	95,438.45
Beavercreek Chamber of Commerce	5/12/2017	Annual Membership Dues	125.00
Brain Lumber Company	5/12/2017	Maintenance supplies	537.12
Busch Bros. Elevator Co.	5/12/2017	Elevator maintenance, 600 DYS	370.00
Cintas Corporation Loc. 02	5/12/2017	Uniforms and building supplies	139.03
	5/19/2017	Building supplies	192.87
	5/19/2017	Uniforms and building supplies	226.22
City of Springfield	5/5/2017	2608 E. High	35.91
Collins, Alan E.	5/5/2017	May involuntary commitments/forced medication hearings	4,305.02
Columbia Gas of Ohio, Inc.	5/12/2017	1054 E. High	78.02
	5/12/2017	1055 E. High	42.18
	5/12/2017	1056 Mound	62.88
	5/12/2017	1067 E. High 1	47.92
	5/12/2017	1067 E. High 2	43.07
	5/12/2017	1067 E. High 3	41.06
	5/12/2017	1067 E. High 4	40.07
	5/12/2017	1101 E. High	459.40
	5/12/2017	224 East St rear	41.27
	5/12/2017	236 East St	54.05
	5/12/2017	255 East St	69.85
	5/19/2017	224 East St	69.18
	5/19/2017	2608 E. High ES	35.36
	5/19/2017	2608 E. High WS	35.82
Compton Power Equipment	5/12/2017	Lawn care supplies	23.90
Dayton Power & Light Co.	5/5/2017	189 Dayton Ave	105.66
	5/5/2017	476 W. Market	501.05
	5/19/2017	513 Clover St	229.29
	5/26/2017	600 Dayton-Yellow	906.64
Doug Richey Construction & Maintenance	5/12/2017	Install exterior light, 1055 E High	250.00
Elderly United	5/26/2017	April reimbursement	8,688.00
	5/26/2017	March reimbursement	9,018.00
Gemini Reliance	5/12/2017	Mini grant	1,191.18
Greene County Family & Children First Council	5/5/2017	May Allocation	16,126.00
	5/12/2017	Mini grant	411.83
	5/19/2017	Respite Grant Allocation	17,455.00
Greene County Juvenile Court	5/12/2017	April reimbursement	4,570.00
	5/12/2017	Mini grant	1,228.57
Greene Leaf Therapeutic	5/5/2017	May Allocation	1,265.00
H.W. Mann & Sons Hauling Services	5/5/2017	1054 E. High	175.00
	5/5/2017	1101 E. High	350.00
	5/5/2017	255 East St	95.00
Hassler Communication Systems Technology, Inc.	5/5/2017	Pre-paid hours	425.00
	5/12/2017	Software support and PBX mgmt	194.50
Housing Solutions of Greene County, Inc.	5/5/2017	May Allocation	11,457.00
	5/12/2017	Employ Opp grant payments	23,999.00
	5/12/2017	Reimburse hotel & movers, 21 Wright Ave	4,218.00
Impact Network Solutions, Inc.	5/19/2017	Long distance charges	10.00
J&J Remodeling	5/12/2017	Build & install light fixtures, 1055 E High	2,000.00
Jani-Turf Maintenance Services, Inc.	5/12/2017	Janitorial services	338.00
JJ Contracting	5/19/2017	Replaced windows, 189 Dayton Ave	2,385.00
John's Sewer & Drain Cleaning	5/12/2017	Service grease trap, 476 W Market	175.00
Kevin Taylor	5/5/2017	Business expense reimbursement, 12/23-4/17	452.60
Lawn Masters Lawn/Landscaping	5/5/2017	Lawn treatment, Clark properties	430.00
Lowe's Commercial Services	5/12/2017	Lawn supplies	46.13
Madison County Department of Family & Children	5/5/2017	March reimbursement	5,542.00
	5/12/2017	April reimbursement	10,026.00
Madison County Family Council	5/5/2017	May Allocation	1,912.00
Martin, Browne, Hull & Harper	5/5/2017	Legal fees 2/9-3/24	871.50
Matt Talbot House	5/5/2017	May Allocation	5,958.00
	5/5/2017	Work vouchers - April 2017	550.00

Vendor Name	Date	Description	Expenses
McKinley Hall, Inc.	5/5/2017	Gosh.121 services thru April	16,135.03
	5/5/2017	May Allocation	19,584.00
	5/12/2017	Gosh HD Claims	39,124.75
	5/12/2017	Gosh.128 services thru April	27,012.07
	5/19/2017	Gosh.135 services thru May	14,909.84
	5/26/2017	Gosh.142 services thru May	25,532.07
Megacity Fire & Security	5/19/2017	Fire safety inspection, 1054 E High	200.00
	5/19/2017	Fire safety inspection, 1055 E. High	130.00
	5/19/2017	Fire safety inspection, 1056 Mound	150.00
	5/19/2017	Fire safety inspection, 1067 E High	225.00
	5/19/2017	Fire safety inspection, 1101 E High	250.00
	5/19/2017	Fire safety inspection, 113 N College	125.00
	5/19/2017	Fire safety inspection, 189 Dayton Ave	873.45
	5/19/2017	Fire safety inspection, 222 East St	85.95
	5/19/2017	Fire safety inspection, 224 East St	150.00
	5/19/2017	Fire safety inspection, 236 East St	435.95
	5/19/2017	Fire safety inspection, 255 East St	352.95
	5/19/2017	Fire safety inspection, 476 Market	554.45
	5/19/2017	Fire safety inspection, 513 Clover St	220.00
	5/19/2017	Fire safety inspection, 600 DYS	600.50
Mental Health Services for Clark & Madison Counties	5/5/2017	May Allocation	24,934.00
	5/12/2017	Mini grant	2,586.00
	5/19/2017	Gosh.135 services thru March	169,337.59
	5/26/2017	December-April Cluster	126,282.65
Michelle Humphrey	5/19/2017	Replenish petty cash	159.26
	5/26/2017	Replenish petty cash	110.88
Miller, Adriane	5/5/2017	Business expense reimbursement, 2/2-4/27	820.67
NAMI of Clark & Greene Co.	5/5/2017	May Allocation	24,127.00
	5/19/2017	Mini grant	579.64
Oesterlen Services for Youth	5/5/2017	May Allocation	16,249.00
	5/12/2017	Mini grant	5,000.00
Ohio Edison	5/5/2017	1054 E. High	203.54
	5/5/2017	1055 E. High	583.09
	5/5/2017	1056 Mound	103.38
	5/5/2017	1067 E. High	55.34
	5/5/2017	1067 E. High 1	76.37
	5/5/2017	1067 E. High 2	75.90
	5/5/2017	1067 E. High 3	64.49
	5/5/2017	1067 E. High 4	57.37
	5/5/2017	1101 E. High	2,162.46
	5/5/2017	224 East St	112.24
	5/5/2017	224 East St rear	374.77
	5/5/2017	236 East St	188.89
	5/5/2017	255 East St	280.24
	OIC of Clark County, Inc.	5/12/2017	March reimbursement
PharMark, Inc	5/19/2017	Harding Road Pharmacy Bags	900.00
PNC Bank, N.A.	5/12/2017	Mortgage payment	7,628.67
Profile Display, Inc.	5/19/2017	Ad Display, Springfield Chamber	544.00
RUBYHAUS, Inc.	5/5/2017	Facebook link for prevention campaign	55.00
Sampsons Seasonal Services	5/5/2017	Lawn maintenance, Greene properties	740.00
Scioto Paint Valley MH Center	5/12/2017	Residential treatment services	9,425.00
Sheehan Bros. Vending, Inc.	5/26/2017	Coffee and supplies	78.00
Simonton, Jeanne M.	5/12/2017	ECMH Consultation Services	2,944.17
	5/26/2017	ECMH Consultation Services	2,535.07
Sparkle-N-Shine, LLC	5/26/2017	Clean floors, 255 East, 1101 High	305.00
Springfield Metropolitan Housing Authority	5/12/2017	January - March reimbursement	7,308.00
	5/12/2017	Mini grant	200.00
Springfield Pro Cleaning Services	5/19/2017	Janitorial services, McK & 600 DYS	3,255.28
Staples Business Advantage	5/12/2017	Office supplies	50.80
	5/19/2017	Office supplies	35.83
TCN Behavioral Health Services, Inc.	5/5/2017	Gosh.121 services thru April	91,272.38
	5/5/2017	May Allocation	22,221.00
	5/12/2017	ACT Team allocation	141,812.00
	5/12/2017	Gosh.128 services thru April	68,824.62
	5/12/2017	Independent evaluations	225.00
	5/19/2017	Gosh.135 services thru May	76,026.14
	5/26/2017	Gosh.142 services thru May	92,189.24



Vendor Name	Date	Description	Expenses
The Cincinnati Insurance Company	5/19/2017	Employee dishonesty coverage	149.00
Treasurer, State of Ohio	5/5/2017	FY2016 Financial Audit	164.00
Tri-County Board of Recovery & Mental Health Services	5/12/2017	MRC Loss Team, C Price	300.00
	5/12/2017	MRC Loss Team, R Bates	300.00
Vectren Energy Delivery	5/12/2017	189 Dayton Ave	93.72
	5/12/2017	476 W. Market	104.78
	5/19/2017	513 Clover St	74.44
Village of Yellow Springs	5/5/2017	113 E.N College St	377.05
	5/5/2017	619 Xenia Ave	434.77
WellSpring	5/12/2017	April reimbursement	5,119.70
	5/12/2017	Mini grant	4,183.84
Westwater Supply-Springfield	5/12/2017	Building supplies	153.26
	5/12/2017	Water heater, 255 East	505.11
Women's Recovery Center	5/5/2017	May Allocation	9,708.00
Xenia Area Chamber of Commerce	5/19/2017	Annual membership dues	<u>110.00</u>

Cash Disbursements	1,312,966.75
May YTD Expense	14,867,488.80
April YTD Expense	13,550,903.33
Change in Expense	1,316,585.47
Cash Disbursement - Change in Expense	(3,618.72)
Reconcile Items	
NAMI rent allocation reduction	3,628.00
County Collection fees	37.80
59 Elm settlement difference	(47.08)
Reconcile Items Total	3,618.72
difference	(0.00)



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

*Help for Today. Hope for Tomorrow.*

## 2018-2021 Strategic Plan

**GOAL 1:** The MHRB will communicate using a variety of methods with consumers, providers, state and local leaders, and the public to reduce stigma and promote awareness and support of a community-based continuum of care for mental health and addiction.

Objective: Develop effective use of existing and new terminology (e.g. brain health) with key stakeholders to articulate consistent messages and branding.

Objective: Create and execute a social marketing plan which equips MHRB and key stakeholders with expertise to employ science-based communication strategies.

**GOAL 2:** The MHRB will proactively work with providers and managed care entities to evaluate accessibility to quality and responsive recovery-oriented treatment services.

Objective: Create a program, finance, and information technology work plan to enhance treatment services.

Objective: Monitor behavioral health redesign and the transition to managed care.

**GOAL 3:** The MHRB will lead the community to adopt practices that promote health and prevent mental, emotional and behavioral problems.

Objective: Create an effective prevention and wellness promotion work plan.

**GOAL 4:** The MHRB will strengthen existing and leverage new partnerships to expand quality supportive services which are aligned with Recovery Oriented Systems of Care principles.

Objective: Create a short and long-term supportive services work plan including peer support, housing/facilities, and vocational.

**GOAL 5:** The MHRB will use data collection and analysis to assess current capacity, monitor outcomes, and prioritize investments to enhance the continuum of care.

Objective: Develop and implement a treatment, prevention and supportive evaluation work plan across providers and the continuum of care.

Objective: Generate and track meaningful continuous quality improvement indicators for Board operations.



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

*Help for Today. Hope for Tomorrow.*

## **VISION**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties assures access to quality mental health, addiction, and recovery services so residents have opportunities to lead healthy, productive lives.*



## **MISSION**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties advocates for and supports a system of effective treatment, prevention, and supportive services for residents.*



**PROGRAM COMMITTEE**

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

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties ratifies and confirms the action taken by the Program Committee on June 6, 2017. Motions are contained in the meeting summary.*



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

*Help for Today. Hope for Tomorrow.*

## **Program Committee Summary**

**Tuesday, June 06, 2017**

*The Program Committee convened Tuesday, June 6, 2017 at 5:30 p.m. at the Greene County Educational Service Center (ESC), 360 East Enon Road, Yellow Springs, OH.*

**PRESENT:**  Ben Harrison,  Heather Corbin,  Jim Hutchins,  Dr. Joe Keferl,  Julie Anthony,  Julie Vann,  Kellie Phillips,  Kim Michael,  Lauren Ross,  Dr. Linda Griffith,  Lexie Bobblitt,  Marilyn Demma,  Mark Kidd,  Patrick Williams,  Stephen Massey,  Scott Anger

<b>GUESTS:</b>	<i>Curt Gillespie &amp; Mary Beth Taylor</i>	<i>Mental Health Services for Clark &amp; Madison Co.</i>
	<i>Wendy Doolittle &amp; Carol Groeber</i>	<i>McKinley Hall</i>
	<i>Lindsey Criswell</i>	<i>Project Woman</i>
	<i>Debbie Matheson</i>	<i>Family Violence Prevention Center of Greene County</i>
	<i>Dr. Tim Callahan</i>	<i>Greene County Educational Service Center</i>
	<i>Lynn West &amp; Els Daniels</i>	<i>TCN Behavioral Health Services</i>
	<i>Michelle Cox</i>	<i>Women's Recovery Center</i>

**STAFF:**  Dr. Greta Mayer,  Tracey Stute,  Mark Huff,  Adriane Miller,  Jennipher Brown

Kellie Phillips called the meeting to order and recognized a quorum. She had all present introduce themselves. Presentations began by visiting agencies and were reordered from the agenda to accommodate agency request.

### **I. SFY 2018 Agency Allocations Recommendation** **A. Mental Health Services of Clark & Madison Counties**

Kellie recognized Curt Gillespie who presented on behalf of Mental Health Services. He distributed a handout describing their SWOT analysis, numbers of youth and adult served, and implementation of a care outcome tool in 2018. Included in the SFY 2018 allocation is support for housing assistance in the amount of \$54,592. The funding will be utilized as a bridge to more permanent subsidy, start-up costs related to housing, and for linkage with supportive services to create the opportunity for individuals to focus on their recovery.

Mental Health Services for Madison County is providing the oversight and support for a new recovery house, Serenity House, that will serve five adult men in recovery including a house manager. MHRB provided the capital funding through local levy and state dollars to purchase and renovate the house. This project involves a diverse steering committee with local stakeholders. Kellie read the motion 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***

***Mental Health Services for Clark and Madison Counties for an amount not to exceed \$3,834,455 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

***Medicaid Eligible services (Treatment) will be funded on a grant basis during SFY 2018 with the provider submitting claims through the Board’s billing system. Year-End reconciliation will occur if provider has a profit from regular operations.***

Treatment/Prevention/Supportive	Payment Method	Clark	Madison	Total
Medicaid Eligible services (T)	Grant/Medicaid rates	1,449,053	476,200	1,925,253
Prevention services (P)	Cost reimbursement	-		-
Non-Medicaid Eligible services (S)	Grant Allocation	1,839,192	70,010	1,909,202
Total		3,288,245	546,210	3,834,455

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

Julie Anthony moved for the passage of the recommendation, Lauren Ross seconded the motion. The motion passed unanimously.

**B. McKinley Hall**

Kellie recognized Wendy Doolittle who presented on behalf of McKinley Hall and Wendy offered her SWOT analysis. In fiscal year 2018, seed funding for the Warm Hand-off Pilot Project will be continued and is contained in the allocation amount. Wendy described two informal warm hand-off interventions which led to an overdose victim’s connection to appropriate levels of care. Wendy described her work leading the Substance Abuse Treatment, Prevention and Support Coalition and how speaking events are vital to increasing awareness and understanding of the problem of addiction and potential solutions, such as creation of a Safe House with 24/7 staffing.

In response to increased demand and access to an OMHAS capital grant, funds were made available to allow for a reconfiguration and expansion of McKinley Hall service delivery. McKinley Hall purchased a facility to renovate for this expansion. Completion is projected for December, 2017.

Included in the allocation are pass through Women’s Federal \$156,499 and Behavioral Health Criminal Justice Linkage \$129,300 grants. Kellie read the motion 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 an amount not to exceed \$1,527,238 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation/Medicaid rates	852,933
Prevention services (P)	Cost reimbursement	-
Non-Medicaid Eligible services (S)	Grant Allocation	674,305
Total		1,527,238

***Medicaid Eligible services (Treatment) will be funded on a grant basis during SFY 2018 with the provider submitting claims through the Board’s billing system. Year-End reconciliation will occur if provider has a profit from regular operations.***

Linda Griffith moved for the passage of the recommendation, Heather Corbin seconded the motion. The motion passed unanimously.

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

### **C. Project Woman**

Kellie recognized Lindsey Criswell who presented on behalf of Project Woman (PW) and offered a SWOT analysis. PW has expanded and is now the domestic violence and sexual assault prevention and intervention agency for Clark County. They are serving an at-risk, culturally diverse population and are accredited by the Council on Accreditation. PW has integrated a trauma informed care approach which includes training for all employees to meet best practice recommendations by the Ohio Domestic Violence Network. PW participated in national research for Trauma Informed Care (TIC) in domestic violence (DV) organizations with published positive results. PW has made changes to increase access for Spanish language translation services to reduce barriers for online, phone, crisis line response and the Need Help section of the website and obtained Safe Zone certification. Additionally, the impact of opening an emergency shelter in Champaign County has increased access for Clark County residents as well. There was discussion about the frequent occurrence of human trafficking. Kellie read the motion 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 Project Woman for an amount not to exceed \$91,000 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation/Medicaid rates	5,982
Prevention services (P)	Cost reimbursement	-
Non-Medicaid Eligible services (S)	Grant Allocation	85,018
Total		91,000

***Medicaid Eligible services (Treatment) will be funded on a grant basis during SFY 2018 with the provider submitting claims through the Board’s billing system. Year-End reconciliation will occur if provider has a profit from regular operations.***

Heather Corbin moved for the passage of the recommendation, Scott Anger seconded the motion. The motion passed unanimously.

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

#### **D. Family Violence Prevention Center of Greene County**

Kellie recognized Debbie Matheson who presented on behalf of the Family Violence Prevention Center (FVPC) and gave her SWOT analysis. FVPC is the only program designed to provide the comprehensive and distinct services to this particularly at-risk population in Greene County. Debbie added that they are unique in that they have operated in a disclosed location since 2001 and they are certified by the Ohio Department of Mental Health & Addiction Services (OMHAS). Debbie described services to men as well as women and the structure of their shelter accommodates a variety of victims. Debbie added that they are partnering with all 5 college campuses in Greene County in a pilot project with the Attorney General’s office. The rates of domestic violence reports have increased 20% from 2014-2016. Kellie read the motion 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 Family Violence Prevention Center of Greene County for an amount not to exceed \$30,213 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation	-
Prevention services (P)	Cost reimbursement	-
Non-Medicaid Eligible services (S)	Grant Allocation	30,213
Total		30,213

Scott Anger moved for the passage of the recommendation, Julie Anthony seconded the motion. The motion passed unanimously.
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***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

#### **E. Greene County Educational Service Center (ESC)**

Kellie recognized Dr. Tim Callahan who presented on behalf of the Greene ESC Mental Health Program. Tim distributed handouts describing their SWOT, services, philosophy, and outcomes. Greene ESC continues to demonstrate a depth of integration of Feedback Informed Treatment (FIT), incorporates “Master Therapist” characteristics and relies on FIT as the primary clinical outcome measure. Greene ESC is unique in the continuum of mental health services since their services are delivered in a variety of venues, including school-based and the Greene County Learning Center. Greene ESC also provides Alcohol and Other Drug Prevention services. Staff have appropriate credentials to both supervise and provide prevention and treatment services. Kellie read the motion as follows:

This includes a one year increase of \$10,000 for consultation.

***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 Greene County Educational Service Center for an amount not to exceed \$235,633 during State Fiscal Year 2018. Below is the amount by service class and payment method.***



Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation/Medicaid rates	196,075
Prevention services (P)	Cost reimbursement	29,558
Non-Medicaid Eligible services (S)	Grant Allocation	10,000
Total		235,633

***Medicaid Eligible services (Treatment) will be funded on a grant basis during SFY 2018 with the provider submitting claims through the Board’s billing system. Year-End reconciliation will occur if provider has a profit from regular operations.***

Kim Michael moved for the passage of the recommendation, Patrick Williams seconded the motion. The motion passed unanimously.

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

**F. TCN Behavioral Health Services**

Kellie recognized Lynn West who presented on behalf of TCN. She distributed service information pamphlets and cards and gave a SWOT analysis. TCN is ready to implement their new Assertive Community Treatment team for individuals with severe, persistent mental illness and bill for the new services once BH Redesign is implemented. Lynn also shared her Heroin Intensive Treatment Team (HITT) concept which would mirror the ACT model, but target those with addiction to opiates.

In response to increased demand and Medicaid expansion, TCN has increased capacity by improving accessibility, integrating walk-in clinics using dually licensed therapists, expanding hours of service to include weekends, adding youth therapists and increasing professional staff such as psychiatrists and mid-level nursing professionals. In addition to ACT and HIIT, TCN is considering other changes to address the Behavioral Health Redesign. This will include streamlining their Assessment process, cutting the length of stay at Christopher’s House (TCN’s male residential treatment facility) and adding a new transitional housing program.

Access to MAT services for Board clients will be expanded with a one-time amount of \$50,000. Kellie read the motion 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 TCN Behavioral Health Services for an amount not to exceed \$3,851,644 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation/Medicaid rates	1,655,854
Prevention services (P)	Cost reimbursement	102,494
Non-Medicaid Eligible services (S)	Grant Allocation	2,093,296
Total		3,851,644

***Medicaid Eligible services (Treatment) will be funded on a grant basis during SFY 2018 with the provider submitting claims through the Board’s billing system. Year-End reconciliation will occur if provider has a profit from regular operations.***

Lexie Bobblitt moved for the passage of the recommendation, Heather Corbin seconded the motion. The motion passed unanimously.

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

### **G. Women’s Recovery Center**

Kellie recognized Michele Cox who presented on behalf of the Women’s Recovery Center. Michele presented and distributed a handout with a SWOT analysis and the mission of the agency. WRC is considered a regional provider and has several funding streams, with 47% of women served coming from the MHRB area. The gender-specific programming treats vulnerable women with multiple needs, such as those who are homeless, single parents, injection drug users, pregnant, HIV-infected, affected by severe and mild mental health problems, and in jeopardy of losing custody of their children. Michele talked about pathways to re-enter services and that she is partnering with other agencies to utilize her transitional housing units.

Included in the allocation is Women’s Federal pass through grant \$297,931. Kellie read the motion 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 Women’s Recovery Center for an amount not to exceed \$395,105 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation/Medicaid rates	295,244
Prevention services (P)	Cost reimbursement	-
Non-Medicaid Eligible services (S)	Grant Allocation	99,861
Total		395,105

***Medicaid Eligible services (Treatment) will be funded on a grant basis during SFY 2018 with the provider submitting claims through the Board’s billing system. Year-End reconciliation will occur if provider has a profit from regular operations.***

Linda Griffith moved for the passage of the recommendation, Scott Anger seconded the motion. The motion passed unanimously.

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

## H. Central Pharmacy

Kellie recognized Greta Mayer who presented the next agenda item, Central Pharmacy. In SFY 2016 Ohio Department of Mental Health & Addiction Services (OMHAS) changed the allocation method for Central Pharmacy funding. OMHAS merged Central Pharmacy and Hot Spot funding into the Community Investments funding line which is allocated directly to local boards. This change has given boards the authority to repurpose the funds to help assist local services. Access to medications is still a local level need for the Board region and it's vital that funding for the service continue. Board staff encouraged local agencies to utilize Central Pharmacy for medication assisted treatment as well as for mental health treatment. Mark and Dr. Griffith offered additional details about how agencies plan for and access Central Pharmacy. Kellie read the motion as follows:

***It is the recommendation of the Program Committee that the Mental Health & Recovery Board of Clark, Greene and Madison Counties allocate \$160,000 for medications in State Fiscal Year 2018 to be accessed by vendors authorized by Ohio's Pharmacy Service Center. Below is the amount by service class and payment method***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	OhioMHAS redirect allocation	160,000
Prevention services (P)	Cost reimbursement	-
Non-Medicaid Eligible services (S)	Grant Allocation	-
Total		160,000

Lauren Ross moved for the passage of the recommendation, Heather Corbin seconded the motion. The motion passed unanimously.

## I. Ryan Training & Consulting

Kellie recognized Greta Mayer who presented on behalf on Ryan Training & Consulting. Jim Ryan has provided expertise in logic model development and prevention education for coalitions, community, and MHRB members. The motion below authorizes the expenditure of funds to continue contracting with Ryan Training & Consulting for work to complete the strategic planning process with the suicide prevention and substance abuse coalitions, to produce formalized logic models based on the previous years of planning, and to provide technical assistance regarding specific prevention capacity in our region. Greta added that Jim and Adriane are working together empower Coalition members to formalize a structure, take leadership positions, and enhance plans for sustainability. In addition, Jim is facilitating creation of a learning community for prevention professionals to build capacity to acquire the prevention credential and deliver evidence-based services. Kellie read the motion 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 James M. Ryan, Jr. for an amount not to exceed \$20,000 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation	-
Prevention services (P)	Vendor invoice	20,000
Non-Medicaid Eligible services (S)	Grant Allocation	-
Total		20,000

Julie Anthony moved for the passage of the recommendation, Kim Michael seconded the motion. The motion passed unanimously.

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

**J. Clark County Indigent Drivers Alcohol and Treatment**

Kellie recognized Tracey Stute and Mark Huff who presented the next agenda item, Clark County Indigent Drivers Alcohol and Treatment Agreement. The following recommendation is a three-way agreement to receive funds from the Clark County Municipal Court for the purpose of providing services to eligible indigent clients who have been convicted of a violation of Section 4511.19 of the Revised Code and upon order of the Court Judge. McKinley Hall is the designated agency to provide the court ordered treatment services. Payment is based upon the availability of funds in the Indigent Drivers Alcohol and Treatment fund. Several questions were raised about this process and operationalization in other courts. Greta added that staff are consulting with the state department for further guidance on this process. Kellie read the motion 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 enter into a three-party agreement with Clark County Municipal Court and McKinley Hall for State Fiscal Year 2018. This agreement is for the Board to bill the Court for services of court ordered indigent clients and pay to McKinley Hall. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Court reimbursed	2,750
Prevention services (P)	Cost reimbursement	-
Non-Medicaid Eligible services (S)	Court reimbursed	2,250
Total		5,000

Heather Corbin moved for the passage of the recommendation, Lexi Bobblitt seconded the motion. The motion passed unanimously.

***Payments from the fund are contingent upon Clark County Municipal Court referrals and receipt of funds. This funding is not included in the Board's base allocation to McKinley Hall.***

## **K. Vision, Mission and Strategic Plan**

Kellie recognized Greta Mayer who presented on the updated Vision, Mission and Strategic Plan. There was discussion around this and it will be reviewed again, presented at the June Board meeting, and voted upon.

## **II. Miscellaneous**

- Greta Mayer shared that the annual Exceptional People Awards will be held **Monday, September 18, 2017** rather than in June. A letter with dates, times and a newly developed nomination form were passed out to board members. An error in the letter was identified and a corrected letter will be provided.
- Tracey Stute shared that technical assistance training took place earlier today for five Springfield businesses who applied via Working Partners Drug-Free Work Force Initiative. This training will assist those local Clark County businesses with reviewing and or developing effective work place polices around substance abuse. A goal of the project is to create a stronger drug-free workforce and work places who offer second chance opportunities. This was a 1<sup>st</sup> of two classes and was very successful.

## **III. Adjourn**

Kellie Phillips adjourned at 7:23pm

**21<sup>st</sup> CENTURY CURES ACT FUNDING  
STATE FISCAL YEAR 2018**

Ohio Mental Health and Addiction Services (OhioMHAS) received a federal award of \$15 million for immediately actionable projects related to combating the opioid epidemic in Ohio. Board areas were categorized into three tiers based on opioid overdose deaths and treatment need. Only Tiers One and Two will be receiving funding. MHRB of Clark, Greene and Madison Counties were categorized as Tier One, having the highest level of deaths and treatment and recovery expansion needs in the state. Upon approval of the plan, MHRB will be awarded \$640,000 of this funding. The state department anticipates that this funding will be available for two years. The following summaries describe each project by county for the MHRB region. The projects will include monthly reporting protocols and an evaluation component to measure and monitor program effectiveness.

Clark County: McKinley Hall will recruit and train an on-call licensed substance use disorder experienced clinician and peer to provide immediate support and linkage to the appropriate level of care for an overdose victim in the emergency room. A Safe House will be established and serve as a place for six male overdose victims to go once they are treated and released from the hospital. The Safe House will be staffed 24/7 with supportive and group services offered in addition to case management services. People in this program will likely still be experiencing some minor withdrawal symptoms, depending on how long they remain in the hospital following the overdose. The expectation is that they will only remain at the Safe House for one to two weeks before an appropriate level of care becomes available. The patient will engage in medication services and counseling services immediately. This expanded team will work closely with first responders, hospital staff, recovery supports, and follow the individual for treatment engagement and retention for medication assisted treatment and recovery.

Greene County: TCN Behavioral Health Services will create an interdisciplinary post-residential, intensive recovery team called Heroin Intensive Treatment Team (HITT). This concept is similar to an Assertive Community Treatment (ACT) team model for individuals with severe and persistent mental illness, but aimed toward heroin users only to reduce risk of relapse and improve recovery outcomes. The team membership is comprised of the recovery community, Medication Assisted Treatment (MAT) professionals (physician, nurse, peer supporters, therapist, vocational specialist), criminal justice (judge, probation), family members, employers, and friends of the client in recovery.

Madison County: Mental Health Services for Clark & Madison Counties will add a licensed chemical dependency clinician who will be co-located in the courthouse to provide assessment, motivational interviewing, linkage to and engagement in MAT services. This person will serve adult offenders in Madison County Common Pleas and Municipal Courts who are opiate users. This project will decrease time between offense and treatment provision, increase collaboration between court personnel and service providers, increase treatment engagement and supportive service linkage, and decrease recidivism.

***The Mental Health & Recovery Board of Clark, Greene and Madison Counties authorize the CEO to negotiate and enter into contract with the agencies listed below for the 21<sup>st</sup> Century Cures funding amount of \$640,000 during State***

***Fiscal Year 2018. Below are the agency amounts with service class and payment method in the following table.***

<b>Provider Agency</b>	<b>Program</b>	<b>Amount</b>
MHS for Clark & Madison	Court bridge to Medication Assisted Treatment	77,453
McKinley Hall	Warm Handoff/Safe House Expansion	213,333
TCN Behavioral Health Services	Heroin Intensive Treatment Team (HITT)	349,214
<b>Total Agency Funding</b>		<b>640,000</b>

<b>Treatment/Prevention/Supportive</b>	<b>Payment Method</b>	<b>Amount</b>
Medicaid Eligible services (T)	Grant Allocation	-
Prevention services (P)	Grant Allocation	-
Non-Medicaid Eligible services (S)	Grant Allocation	640,000
<b>Total</b>		<b>640,000</b>

***This funding is not considered part of the agency's base allocation from the Board and will follow OhioMHAS reporting and possible reconciliation process.***

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

**FAMILIES OF ADDICTS  
RECOVERY SUPPORTS  
STATE FISCAL YEAR 2018**

Beginning in SFY 2014, Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) began meeting with stakeholders in the three (3) counties to determine gaps in recovery supports. The conclusion reached in all the counties was the need for safe, sober space for socializing; support meetings; and obtaining information on resources. Each county has successfully launched a community recovery center to meet these needs.

In Clark County McKinley Hall previously served as both the fiscal and administrative oversight for Many Pathways Community Recovery Center. Many Pathways is located in a Board owned property. In response to feedback from the recovery community and McKinley Hall, MHRB proposes partnering with an existing 501c3 in Springfield to further expand the Many Pathways approach to integrate family support and provide new services.

FOA plans to create a safe, educational and supportive environment for families, friends of addicts and those individuals in recovery. FOA will explore a new name with feedback from the recovery community and will phase in programming over the course of two years.

***Mental Health & Recovery Board of Clark, Greene and Madison Counties authorizes the CEO to negotiate and enter into contract with Families of Addicts (FOA) for an amount not to exceed \$28,461 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation	-
Prevention services (P)	Cost reimbursement	-
Non-Medicaid Eligible services (S)	Grant Allocation	28,461
Total		28,461

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***



**WELLSPRING ADDITIONAL PAX GBG™  
STATE FISCAL YEAR 2018**

PAX Good Behavior Game™ (PAX GBG) is an evidence-based prevention practice recognized by the federal Substance Abuse and Mental Health Services Administration. Implemented in early childhood grades by teachers, PAX GBG™ incorporates a system of research-based strategies that build brain health in children. More than thirty years of research have proven a multitude of immediate and long-term benefits.

WellSpring first received funding from the Mental Health & Recovery Board of Clark, Greene and Madison Counties to implement PAX GBG™ in Clark County elementary schools in 2014. Currently PAX is implemented in eight schools and sixty-one classrooms with plans for forty additional teachers in SFY 2018. WellSpring is working with other community partners to continue building capacity in Clark Co. by leveraging these resources.

This is a one year increase to WellSpring.

***The Mental Health & Recovery Board of Clark, Greene and Madison Counties authorize the CEO to negotiate and enter into contract with WellSpring for an additional amount of \$24,600 during State Fiscal Year 2018. Below is the amount by service class and payment method.***

Treatment/Prevention/Supportive	Payment Method	Amount
Medicaid Eligible services (T)	Grant Allocation	-
Prevention services (P)	Cost reimbursement	24,600
Non-Medicaid Eligible services (S)	Grant Allocation	-
Total		24,600

***At this time, OhioMHAS allocations to Boards have not been finalized. The Mental Health & Recovery Board of Clark, Greene and Madison Counties may be required to re-negotiate SFY 2018 contracts dependent upon final allocations.***

**REQUEST FOR AUTHORIZATION OF PROPERTY TAX  
ADVANCES**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties authorize the Board's Director of Finance to request property tax advances from the Clark, Greene and/or Madison County Auditor's office as needed during state fiscal year 2018.*

ATTACHMENT I

**REQUEST FOR AUTHORIZATION OF BOARD OFFICERS  
TO ACT ON BEHALF OF BOARD**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties authorize the State Fiscal Year 2018 Board officers to act on behalf of the full board from June 20, 2017 until the September 2017 Board meeting. This action will ensure continued operation of the system.*

## Mental Health &amp; Recovery Board of Clark, Greene and Madison

## Statement of Cash Position and Fund Balances

As of 5/31/2017

(In Whole Numbers)

	General Fund	Special Revenue Fund	Capital Projects	Fiduciary Fund	Total
<b>Cash Receipts</b>					
Taxes	9,380,010	0	0	0	9,380,010
Intergovernmental	1,023,265	4,195,605	0	0	5,218,870
Rental	493,276	0	0	0	493,276
Miscellaneous	109,158	42,766	135,134	0	287,058
<b>Total Cash Receipts</b>	<b>11,005,709</b>	<b>4,238,370</b>	<b>135,134</b>	<b>0</b>	<b>15,379,213</b>
<b>Cash Disbursements</b>					
Salaries	(773,490)	(5,485)	0	0	(778,975)
Benefits	(232,561)	(1,671)	0	0	(234,232)
Treatment Services	(7,871,033)	(4,021,317)	0	(50,702)	(11,943,053)
Professional Services	(92,730)	(74)	0	0	(92,804)
Operating	(46,747)	0	0	0	(46,747)
Rent/Utilities	(222,497)	0	0	0	(222,497)
Repairs/Maintenance	(76,372)	0	0	0	(76,372)
Capital Outlays/Equipment	(841,812)	(90,000)	(135,134)	(94,557)	(1,161,502)
Advertising/Printing	(10,937)	(1,175)	0	(2,069)	(14,180)
Principle/Interest	(83,915)	0	0	0	(83,915)
Insurance	(28,070)	0	0	0	(28,070)
Lease	(10,659)	0	0	0	(10,659)
Travel/Conference	(12,643)	0	0	0	(12,643)
Other	(140,715)	(21,125)	0	0	(161,840)
<b>Total Cash Disbursements</b>	<b>(10,444,180)</b>	<b>(4,140,848)</b>	<b>(135,134)</b>	<b>(147,328)</b>	<b>(14,867,489)</b>
Total receipts over/(under) disbursements	561,530	97,523	0	(147,328)	511,725
<b>Other financing receipts/(disbursements)</b>					
Advance To/From	(235,608)	235,608	0	0	0
Transfer In/Out	(125,000)	125,000	0	0	0
Prior Year Refund	157,424	0	0	0	157,424
Proceeds from Sale of Assets	8,000	0	0	0	8,000
Other financing sources	18,906	0	0	0	18,906
<b>Total Other financing receipts/(disbursements)</b>	<b>(176,278)</b>	<b>360,608</b>	<b>0</b>	<b>0</b>	<b>184,330</b>
Excess cash receipts over/(under) disbursements	385,252	458,131	0	(147,328)	696,055
<b>Fund Balance at beginning of year</b>					
	10,642,490	430,926	0	454,582	11,527,998
<b>Fund balances at end of period</b>	<b>11,027,742</b>	<b>889,056</b>	<b>0</b>	<b>307,255</b>	<b>12,224,053</b>

**Mental Health & Recovery Board of Clark, Greene and Madison**

Statement of Receipts and Disbursements

General Fund

FY 2017

From 7/1/2016 Through 5/31/2017

(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	10,268,000	10,268,000	0	10,403,275	135,275
Rental	513,140	538,117	24,977	493,276	(44,841)
Miscellaneous	<u>9,180</u>	<u>124,707</u>	<u>115,527</u>	<u>134,814</u>	<u>10,107</u>
Total Cash Receipts	10,790,320	10,930,824	140,504	11,031,366	100,542
Cash Disbursements					
Salaries	894,061	894,061	0	773,490	120,571
Benefits	308,066	308,066	0	232,561	75,505
Treatment Services/Activities	8,678,117	8,870,498	192,381	6,756,563	2,113,935
Professional Services	135,199	135,199	0	104,096	31,103
Operating	54,789	54,789	0	45,172	9,617
Rent/Utilities	296,441	296,441	0	212,753	83,688
Repairs/Maintenance	102,600	102,600	0	75,848	26,752
Capital Outlay/Equipment	390,000	490,000	100,000	398,412	91,588
Advertising/Printing	18,800	18,800	0	9,108	9,692
Principle/Interest	91,545	91,545	0	83,915	7,630
Insurance	41,581	41,581	0	41,344	237
Lease	11,000	11,000	0	9,664	1,336
Travel/Conference	38,500	38,500	0	10,083	28,417
Other	<u>202,950</u>	<u>202,950</u>	<u>0</u>	<u>140,584</u>	<u>62,366</u>
Total Cash Disbursements	11,263,649	11,556,030	292,381	8,893,593	2,662,437
Transfers/Advances					
Advance In/(Out)	0	0	0	(334,475)	(334,475)
Transfer In/(Out)	<u>(125,000)</u>	<u>(25,000)</u>	<u>100,000</u>	<u>(25,000)</u>	<u>0</u>
Total Transfers/Advances	(125,000)	(25,000)	100,000	(359,475)	(334,475)
Cash Receipts Over/(Under) Disbursements	<u>(598,329)</u>	<u>(650,206)</u>	<u>(51,877)</u>	<u>1,778,298</u>	<u>2,428,504</u>

**Mental Health & Recovery Board of Clark, Greene and Madison**

Statement of Receipts and Disbursements

Special Revenue Fund

FY 2017

From 7/1/2016 Through 5/31/2017

(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	4,056,253	4,458,212	401,959	4,121,738	(336,475)
Miscellaneous	<u>5,000</u>	<u>7,000</u>	<u>2,000</u>	<u>38,132</u>	<u>31,132</u>
Total Cash Receipts	4,061,253	4,465,212	403,959	4,159,869	(305,343)
Cash Disbursements					
Salaries	0	8,000	8,000	5,485	2,515
Benefits	0	2,000	2,000	1,671	329
Treatment Services/Activities	4,186,253	4,460,276	274,023	3,749,073	711,203
Professional Services	0	0	0	74	(74)
Capital Outlay/Equipment	0	100,000	100,000	90,000	10,000
Advertising/Printing	0	7,500	7,500	900	6,600
Travel/Conference	0	2,500	2,500	0	2,500
Other	<u>0</u>	<u>21,125</u>	<u>21,125</u>	<u>21,125</u>	<u>0</u>
Total Cash Disbursements	4,186,253	4,601,401	415,148	3,868,328	733,073
Transfers/Advances					
Advance In/(Out)	0	0	0	334,475	334,475
Transfer In/(Out)	<u>125,000</u>	<u>136,189</u>	<u>11,189</u>	<u>170,845</u>	<u>34,656</u>
Total Transfers/Advances	125,000	136,189	11,189	505,320	369,131
Cash Receipts Over/(Under) Disbursements	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>796,861</u></u>	<u><u>796,861</u></u>

**Mental Health & Recovery Board of Clark, Greene and Madison**

Statement of Receipts and Disbursements

Fiduciary Fund

FY 2017

From 7/1/2016 Through 5/31/2017

(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 Disbursements					
Treatment Services/Activities	0	228,935	228,935	34,452	194,483
Advertising/Printing	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,069</u>	<u>(2,069)</u>
Total Cash Disbursements	0	228,935	228,935	36,521	192,414
Transfers/Advances					
Transfer In/(Out)	<u>0</u>	<u>228,935</u>	<u>228,935</u>	<u>243,763</u>	<u>14,828</u>
Total Transfers/Advances	0	228,935	228,935	243,763	14,828
Cash Receipts Over/(Under) Disbursements	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>207,242</u></u>	<u><u>207,242</u></u>

**REQUEST FOR AUTHORIZATION OF  
THEN & NOW PAYMENTS**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties authorize the fiscal officer, pursuant to R.C. 5705.41 to pay valid bills and other obligations of the Board in amounts less than three thousand dollars, when such bills and obligations did not receive proper certifications, but will be certified by the County Auditor pursuant to ORC, and that said funds are encumbered, appropriated, and available for said obligations for the period of June 2017 through December 2017. Then & Now payments will be reported to the Board at the next scheduled meeting.*



**REQUEST FOR AUTHORIZATION OF  
ESTIMATED REVENUE & APPROPRIATION AMENDMENTS**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties authorize the CEO or designee to process any necessary amendments to the budget for the year end June 30<sup>th</sup> maintaining compliance with R.C. 5705 and Clark County Auditor requirements. Any amendments, fiscal year or calendar year, may be ratified at the next scheduled Board meeting.*

## Amended Estimated Revenue & Appropriations

The estimated revenue and appropriations is a control function at the Clark County Auditor's office for the spending authority of the MHRB fund. The following table represents an amendment to the spending authority request covering the period of January 2017 through December 2017.

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties approves the amended Estimated Revenue and Appropriations listed in the table below. Since the amendment is a fiscal year shift and not a calendar year change, no submission to the Clark County Auditor's office is required.*

Calendar Year 2017 Requested Amendments												
County Line	Revenue	January - June 2017					July - December 2017					CY 2017
		General Fund	Special Revenue	Capital Projects	Fiduciary	Total	General Fund	Special Revenue	Capital Projects	Fiduciary	Total	Grand Total
481000	Miscellaneous	-	(14,234)	(2,125)	-	(16,359)	-	16,359	-	-	16,359	-
411100	Real Tax	-	-	-	-	-	-	-	-	-	-	-
421000	OAKS	-	109,936	-	-	109,936	-	(109,936)	-	-	(109,936)	-
	Transfer In	-	-	-	-	-	-	-	-	-	-	-
	<b>Total</b>	-	<b>95,702</b>	<b>(2,125)</b>	-	<b>93,577</b>	-	<b>(93,577)</b>	-	-	<b>(93,577)</b>	-
	<b>Appropriations</b>											
702000	Salaries	-	-	-	-	-	-	-	-	-	-	-
711000	PERS	-	-	-	-	-	-	-	-	-	-	-
712000	Worker's Comp.	-	-	-	-	-	-	-	-	-	-	-
714000	Medicare	-	-	-	-	-	-	-	-	-	-	-
715000	Dental	-	-	-	-	-	-	-	-	-	-	-
716000	Life	-	-	-	-	-	-	-	-	-	-	-
717000	Health	-	-	-	-	-	-	-	-	-	-	-
795900	Treatment Service	120,000	120,702	(2,125)	-	238,577	(120,000)	(118,577)	-	-	(238,577)	-
790000	General Operating	-	-	-	-	-	-	-	-	-	-	-
	Transfer Out	-	-	-	-	-	-	-	-	-	-	-
	<b>Total</b>	<b>120,000</b>	<b>120,702</b>	<b>(2,125)</b>	-	<b>238,577</b>	<b>(120,000)</b>	<b>(118,577)</b>	-	-	<b>(238,577)</b>	-

Calendar Year 2017 Estimated Revenue & Appropriations												
County Line	Revenue	Amended January - June 2017					Amended July - December 2017					CY 2017
		General Fund	Special Revenue	Capital Projects	Fiduciary	Total	General Fund	Special Revenue	Capital Projects	Fiduciary	Total	Grand Total
481000	Miscellaneous	304,375	306,932	(2,125)	-	609,182	273,648	268,167	-	-	541,815	1,150,997
411100	Real Tax	5,250,346	-	-	-	5,250,346	5,017,654	-	-	-	5,017,654	10,268,000
421000	OAKS	-	2,172,457	-	-	2,172,457	-	1,662,105	-	-	1,662,105	3,834,562
	Transfer In	-	-	-	-	-	-	125,000	-	-	125,000	125,000
	<b>Total</b>	<b>5,554,721</b>	<b>2,479,389</b>	<b>(2,125)</b>	-	<b>8,031,985</b>	<b>5,291,302</b>	<b>2,055,272</b>	-	-	<b>7,346,574</b>	<b>15,378,559</b>
	<b>Appropriations</b>											
702000	Salaries	435,113	8,000	-	-	443,113	476,625	-	-	-	476,625	919,738
711000	PERS	60,035	2,000	-	-	62,035	66,728	-	-	-	66,728	128,763
712000	Worker's Comp.	18,328	-	-	-	18,328	-	-	-	-	-	18,328
714000	Medicare	5,367	-	-	-	5,367	7,149	-	-	-	7,149	12,516
715000	Dental	812	-	-	-	812	1,128	-	-	-	1,128	1,940
716000	Life	300	-	-	-	300	300	-	-	-	300	600
717000	Health	78,178	-	-	-	78,178	81,954	-	-	-	81,954	160,132
795900	Treatment Service	4,362,541	2,696,010	(2,125)	1,230	7,057,656	4,227,657	1,987,772	-	-	6,215,429	13,273,085
790000	General Operating	695,799	10,000	-	-	705,799	627,576	-	-	-	627,576	1,333,375
	Transfer Out	-	-	-	-	-	125,000	-	-	-	125,000	125,000
	<b>Total</b>	<b>5,656,473</b>	<b>2,716,010</b>	<b>(2,125)</b>	<b>1,230</b>	<b>8,371,588</b>	<b>5,614,117</b>	<b>1,987,772</b>	-	-	<b>7,601,889</b>	<b>15,973,477</b>

**- Reference Only -**

**Fiscal Year 2017 Estimated Revenue & Appropriations**

County Line	Revenue	Amended July - December 2016					Amended January - June 2017					FY 2017
		General Fund	Special Revenue	Capital Projects	Fiduciary	Total	General Fund	Special Revenue	Capital Projects	Fiduciary	Total	Grand Total
481000	Miscellaneous	338,966	216,449	137,259	-	692,674	304,375	306,932	(2,125)	-	609,182	1,301,856
411100	Real Tax	5,017,654	-	-	-	5,017,654	5,250,346	-	-	-	5,250,346	10,268,000
421000	OAKS	-	1,778,140	-	-	1,778,140	-	2,172,457	-	-	2,172,457	3,950,597
	Transfer In	-	125,000	-	-	125,000	-	-	-	-	-	125,000
	<b>Total</b>	<b>5,356,620</b>	<b>2,119,589</b>	<b>137,259</b>	<b>-</b>	<b>7,613,468</b>	<b>5,554,721</b>	<b>2,479,389</b>	<b>(2,125)</b>	<b>-</b>	<b>8,031,985</b>	<b>15,645,453</b>
	<b>Appropriations</b>											
702000	Salaries	473,300	-	-	-	473,300	435,113	8,000	-	-	443,113	916,413
711000	PERS	66,263	-	-	-	66,263	60,035	2,000	-	-	62,035	128,298
712000	Worker's Comp.	-	-	-	-	-	18,328	-	-	-	18,328	18,328
714000	Medicare	7,921	-	-	-	7,921	5,367	-	-	-	5,367	13,288
715000	Dental	1,291	-	-	-	1,291	812	-	-	-	812	2,103
716000	Life	300	-	-	-	300	300	-	-	-	300	600
717000	Health	75,008	-	-	-	75,008	78,178	-	-	-	78,178	153,186
795900	Treatment Service	4,768,553	1,907,968	137,259	-	6,813,780	4,362,541	2,696,010	(2,125)	1,230	7,057,656	13,871,436
790000	General Operating	570,485	-	-	-	570,485	695,799	10,000	-	-	705,799	1,276,284
	Transfer Out	125,000	-	-	-	125,000	-	-	-	-	-	125,000
	<b>Total</b>	<b>6,088,121</b>	<b>1,907,968</b>	<b>137,259</b>	<b>-</b>	<b>8,133,348</b>	<b>5,656,473</b>	<b>2,716,010</b>	<b>(2,125)</b>	<b>1,230</b>	<b>8,371,588</b>	<b>16,504,936</b>

**COMBINED EXECUTIVE COMMITTEE &  
BUILDINGS AND GROUNDS COMMITTEE**

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

*The Mental Health & Recovery board of Clark, Greene and Madison Counties ratifies and confirms the action taken by the Executive and Buildings & Grounds Committees on June 2, 2017. Motions are contained in the meeting summary.*

**Combined Executive and Buildings & Grounds Committee Summary**  
**Friday, June 2, 2017**

The combined meeting of the Executive Committee and the Buildings & Grounds Committee was held on Friday, June 2, 2017 at 7:30 a.m. at the administrative offices of the Mental Health & Recovery Board of Clark, Greene and Madison Counties, 1055 East High Street, Springfield, Ohio.

PRESENT: Lauren Ross, Chair; Julie Anthony, Marilyn Demma, Ben Harrison, Kellie Phillips, Patrick Williams

ABSENT: None

STAFF: Dr. Greta Mayer, Nancy Boop, Donna Hart

Lauren Ross opened the meeting by welcoming all those present and then stated that the committee would not be going into Executive Session as originally planned. She asked Nancy Boop and Greta Mayer to update the committee on the status of the Madison County Serenity House. Nancy stated that progress was being made on repairs and improvements to the property with a target date of having the house operational on July 1<sup>st</sup>. Plumbing issues have been discovered requiring extensive repairs and removal of a tree in the front yard; these repairs will be completed next week. This includes replacing main sewer lines inside the house and extending them out to the curb to connect with the city system. There was discussion regarding the inspection that was done prior to the purchase of the house. Nancy has talked with the Board's legal counsel and they are researching the issue, which includes the inspection report and the disclosure statement signed by the sellers. Nancy explained that there is currently no approved capital budget for Madison County, so staff is recommending an allocation of an amount not to exceed \$20,000 to cover unanticipated repairs such as the current plumbing problems.

Greta then informed the committee that the Board has received a notice from an attorney in Madison County stating that the Board is in violation of zoning regulations and should stop progress on the Madison County recovery house project. The City of London's law director has researched this issue and concluded that having five unrelated individuals living in a residential dwelling is not a zoning violation. The Board's attorney will continue to research and consult with the London law director and zoning department. Greta also stated that several attempts have been made to speak one-on-one with the neighbors about our project and address their concerns. Since Greta's initial phone conversation last month with a neighbor and agreement to follow up with a meeting, her voice and text messages have not yet been returned. Prior to beginning the extensive plumbing repairs, Nancy and Greta attempted to update the neighbors and discuss with them in person, as there is a shared driveway. A community forum is planned for June 10<sup>th</sup> at 10:00 am at a local restaurant in London. Staff will continue to keep the Board informed on both legal matters. Accordingly, Board action is necessary to cover the cost of the unanticipated expenses.

***It is the recommendation of the Combined Executive and Buildings & Grounds Committees that the Mental Health & Recovery Board of Clark, Greene and Madison Counties allocate an amount not to exceed \$20,000 to pay various vendors for unanticipated repairs needed at the***

***Serenity House located at 59 Elm Street in London. These repairs were unknown at the time of purchase of the property.***

***It was moved by Julie Anthony, seconded by Ben Harrison to approve an allocation of an amount not to exceed \$20,000 for unanticipated repairs for the Serenity House.***

***Motion carried.***

Next on the agenda was SFY 2018 Property Management. Lauren asked Nancy to address the Five-Year Capital Improvement Plan. Nancy referred the membership to Attachment B in the agenda packet and stated that the proposed improvements are broken down by property location for Clark, Greene and Madison Counties. Nancy pointed out some of the larger planned expenditures and stated that this is the first year to have a capital plan for Madison County. The totals for Clark and Greene Counties are consistent with prior years. Greta then referenced the Clark County recovery center located at 50 West High Street. This facility had been leased to McKinley Hall for the Many Pathways recovery center. Discussions have occurred with all parties involved and the plan is to have the local Families of Addicts (FOA) organization lease this space beginning July 1<sup>st</sup> to oversee the recovery center. Further details on their proposal to expand programming for families and persons in recovery will be presented at the Board meeting for the Clark County recovery center. For reference, the Five-Year Capital Improvement Plan is attached. Lauren then read the following motion:

***It is the recommendation of the Combined Executive and Buildings & Grounds Committees that the Mental Health & Recovery Board of Clark, Greene and Madison Counties approve the five-year Capital Improvement Plan as presented and authorize the CEO to negotiate and enter into contracts as required to implement this plan. This represents a budget of \$233,000 for State Fiscal Year 2018, reflecting \$127,000 for Clark County, \$100,500 for Greene County and \$5,500 for Madison County.***

***It was moved by Ben Harrison, seconded by Marilyn Demma to approve the five- year Capital Improvement Plan as presented.***

***Motion carried.***

Lauren then called on Donna Hart and Nancy to review the SFY 2018 Property Management Budget. Nancy stated that this proposed budget represents an increase of \$11,477 or 1.7% when compared to the SFY 2017 Budget. This increase is concentrated in the Salaries and Insurance lines. Insurance is increasing primarily due to the addition of two properties – Cedar Street in Clark County and Elm Street in Madison County. Nancy also stated that she took a close look at the categories and made adjustments to better reflect actual expenses based on history. Donna stated that the salaries line includes a percentage for administrative staff for Nancy and Greta and one hundred percent of the Board’s maintenance supervisor. For reference, the budget is reflected below. Lauren then read the motion:

**Mental Health & Recovery Board of Clark, Greene and Madison Counties  
Property Management Budget**

Description	FY 2017 Budget	FY 2018 Budget	Budget Change
<b>Salaries</b>	<b>128,135</b>	<b>132,293</b>	<b>4,158</b>
<b>Benefits</b>	<b>32,038</b>	<b>32,921</b>	<b>883</b>
<b>Operating</b>	<b>16,750</b>	<b>19,750</b>	<b>3,000</b>
<b>Rent/Utilities</b>	<b>265,581</b>	<b>281,441</b>	<b>15,860</b>
<b>Repairs/Maintenance</b>	<b>91,750</b>	<b>66,250</b>	<b>(25,500)</b>
<b>Principle/Interest</b>	<b>91,545</b>	<b>91,545</b>	<b>-</b>
<b>Insurance</b>	<b>30,048</b>	<b>43,124</b>	<b>13,076</b>
<b>Travel &amp; Conference</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>
<b>Other</b>	<b>5,450</b>	<b>5,450</b>	<b>-</b>
<b>Total Operations</b>	<b>662,797</b>	<b>674,274</b>	<b>11,477</b>

*It is the recommendation of the Combined Executive and Buildings & Grounds Committees that the Mental Health & Recovery Board of Clark, Greene and Madison Counties authorize the CEO to negotiate and enter into contracts as required to facilitate the day to day property operations and approve the State Fiscal Year 2018 Property Management Budget as presented in the amount of \$674,274.*

*It was moved by Julie Anthony, seconded by Kellie Phillips to approve the SYF 2018 Property Management Budget as presented.*

*Motion carried.*

Next on the agenda was the SFY 2018 MHRB Administrative Budget. Donna explained that when compared to the SFY 2017 Budget, the SFY 2018 Administrative Budget reflects an increase of \$92,752. This increase is concentrated in the salaries and benefits lines. Greta referenced the contract for the communications consultant as reflected in the salary line, primarily because the Table of Organization reflects this position. Greta summarized previous Board discussion about hiring this position internally and it was decided to consult with an expert to assist in developing a comprehensive plan and recommendations for staffing. The committee agreed, but wanted consultant expenses tracked separately. The benefits line reflects an increase primarily as a safety net for possible changes throughout the year in staffing and insurance coverage changing from single versus family coverage. The committee suggested staff research options to reduce health care cost such as using staff incentives to encourage purchasing their health care coverage through their spouse. Greta stated that this budget also reflects an increase to legal based on policy revisions and potential litigation. For reference, the budget is reflected below. Lauren then read the motion:

**Mental Health & Recovery Board of Clark, Greene and Madison Counties**  
**Departmental Expense**  
**Administration & County Fees**

Description	FY 2017 Budget	FY 2018 Budget	Budget Change
Salaries	765,926	804,983	39,057
Benefits	276,028	325,609	49,581
Professional Services	135,199	141,349	6,150
Operating	38,039	39,839	1,800
Rent/Utilities	30,860	24,000	(6,860)
Repairs/Maintenance	10,850	10,850	-
Advertising/Printing	18,800	18,800	-
Insurance	11,533	11,957	424
Lease	11,000	11,000	-
Travel & Conference	37,000	40,600	3,600
Other	2,500	1,500	(1,000)
<b>Total Operations</b>	<b>1,337,735</b>	<b>1,430,487</b>	<b>92,752</b>
Information Technology Purchases	20,000	20,000	-
<b>Total Administration</b>	<b>1,357,735</b>	<b>1,450,487</b>	<b>92,752</b>
Agency Related & County Fees	195,000	195,000	-
<b>Total Administration &amp; County Fees</b>	<b>1,552,735</b>	<b>1,645,487</b>	<b>92,752</b>

*It is the recommendation of the Combined Executive and Buildings & Grounds Committees that the Mental Health & Recovery Board of Clark, Greene and Madison Counties approve the State Fiscal Year 2018 MHR Board Administration and County Fees Budget in the amount of \$1,645,487 as presented and authorize the CEO to negotiate and enter into contracts as required to facilitate the day to day board operations.*

*It was moved by Marilyn Demma, seconded by Julie Anthony to approve the SYF 2018 MHR Board Administration and County Fees Budget as presented.*

*Motion carried.*

Lauren then asked that the next item on the agenda, CEO Annual Performance Review, be postponed. The plan is for Lauren and Julie to review and discuss next week and then at the Board meeting move into Executive Session to discuss specific details of the evaluation and contract.



Under the Miscellaneous category, based on Lauren's recommendation, Greta informed the committee that she had an attorney review the regulations for Board members' terms. It was determined that a public official can remain in office until replaced, that all terms shall begin on July 1 and end June 30, and that no members can serve more than ten years. This review confirms that Julie Anthony can remain on the Board until June 30, 2018. Staff will review all Board members' terms and present the data when finalized.

A motion was made by Ben Harrison to adjourn the meeting. Meeting was adjourned at 8:55 am.

**EXECUTIVE SESSION MOTION**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties recommends entering into executive session to consider evaluation and compensation of public employees.*