



MINUTES – September 21, 2015

The Mental Health & Recovery Board of Clark, Greene and Madison Counties met in regular session on Monday, September 21, 2015 at 6:00 p.m. at the Clark State Community College, Library Resource Center, Room 207, 570 East Leffel Lane, Springfield, Ohio.

PRESENT: *Lauren Ross, Chairperson, Presiding; Julie Anthony, Scott Anger, Lexie Boblitt, Heather Corbin, Marilyn Demma, Linda Griffith, Ben Harrison, Jim Hutchins, Kimberly Michael, Roger Roberts.*

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

GUESTS: *Michele Cox, Women's Recovery Center
Mark Derr, Oesterlen Services for Youth
Wendy Doolittle, McKinley Hall
Angela Dugger, NAMI of Clark, Greene & Madison Counties
Laura Fulton, United Senior Services
Kathryn Hitchcock, NAMI of Clark, Greene & Madison Counties
Peg Johnson, Madison County Crisis Response Team
Bonnie Kinnunen, Oesterlen Services for Youth
Deborah Matheson, Family Violence Prevention Center of Greene County
Stephanie McCuiston, Wittenberg University and Community Alliance Youth
Jennifer Powell, Springfield Metropolitan Housing Authority
Richele Shepard, WellSpring
Hayley Lawrence, Springfield Promise Neighborhood
Robert Welker, Springfield Promise Neighborhood*

OPENING REMARKS

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

APPROVAL OF MINUTES

The Board Minutes for the June 15, 2015 Mental Health & Recovery Board meeting and August 3, 2015 Special Board Meeting were reviewed. Linda Griffith noted that (MAT) needs to be added after "Medication Assisted Treatment" on p. 2150, third line down under "Miscellaneous" and then use "MAT" thereafter.

IT was MOVED BY JULIE ANTHONY, SECONDED BY SCOTT ANGER TO APPROVE THE MINUTES FOR THE JUNE 15 AND AUGUST 3, 2015 BOARD MEETINGS WITH ONE CORRECTION TO THE AUGUST 3, 2015 MINUTES.

MOTION CARRIED.

REVIEW OF ACCOUNTS PAYABLE REGISTER

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

CEO REPORT

Lauren called on Dr. Kent Youngman to give the CEO report. Kent started the report by welcoming the SFY '16 mini grant recipients. He then asked Roselin Runnels to call on each recipient to explain to the Board what their grant is for and give an update on the implementation of their projects. Roselin stated that there were seventeen (17) recipients and she called on each awardee by county. Roselin also stated that two recipients from Madison County were not able to attend; London Recovery Project and the Department of Family and Children and she gave a brief overview of what their awards were going to be used for.

Roger Roberts stated that the Grant Committee looks for requests that don't fit into typical services but have a high benefit, even if it's a low cost.

Kent thanked everyone for coming and stated that the Board appreciates that the agencies apply for the grants and it appreciates the work that they do and excused anyone who wanted to leave.

Kent then asked Roselin to discuss the Crisis Intervention Training (CIT) that occurred the last week of August. Roselin stated that this was the eleventh training that has been held. She said that there was a class of forty (40) law enforcement officers and two (2) case managers from Mental Health Services. Roselin stated that since CIT began, a total of 228 law enforcement personnel from Clark, Greene and Madison Counties have been trained and she gave a breakdown of the number from each county. She also stated that this was the largest class that has been held thus far. Last, she stated that the CIT Officer of the Year will be presented to the membership at the October Board meeting. Kent thanked Roselin for all the work that she does to make CIT happen each year.

Next, Kent gave an update on the Madison County Levy. He said that the Board held a kickoff event on Friday, September 18th at Cowling Park in London, Ohio. He thanked Roger Roberts for cooking the hot dogs. Kent stated that he and Greta are speaking at a number of events, yard signs are being distributed, there are spots for 4x4s and the mailings are coming together. Kent also reviewed a Levy Fact Sheet that was provided by Roselin.

Last, Kent stated that the Second Annual Town Hall Meeting will be on Thursday, September 24th at 6:00 p.m. at Fairborn High School and Dr. Lander from The Ohio State University will be speaking. Dr. Lander is known as the "Squirrel Brain" guy and will be discussing what happens to the brain when it is abusing substances and why it does what it does. Kent stated that there will be refreshments and some resource tables set up.

That concluded the CEO report.

ADMINISTRATIVE

Lauren called on Mark Huff to review the Mental Health & Recovery Board financials. Mark referred the membership to Attachment C in the agenda packet and first reviewed the Statement of Cash Position and Fund Balances as of June 30, 2015. This report is strictly on a cash basis with total cash receipts of \$15,789,267 and total disbursements of (\$15,846,439) with excess cash receipts under disbursements of (\$57,172) and an ending fund balance as of June 30, 2015 of \$10,903,930.

The next section was the Statement of Receipts and Disbursements for Fiscal Year 2015 activity. The General Fund had an ending cash balance of \$8,134,328 which included prior year intra fund transfer; special revenue had a balance of \$4,504; Capital Projects had a balance of \$0; and fiduciary had a balance of \$0.

The next financial section Mark reviewed was the Statement of Cash Position and Fund Balances as of July 31, 2015. Total receipts were \$252,795; total disbursements were (\$982,920) with excess cash receipts under disbursements of (\$730,125) and an ending fund balance as of July 31, 2015 of \$10,173,805.

The next section was the Statement of Receipts and Disbursements for Fiscal Year 2016 activity. The General Fund had an ending cash balance of \$369,517; special revenue had a balance of \$74,016; Capital Projects had a balance of \$16,640; fiduciary fund had at balance of \$440,582.

The next section was the Statement of Cash Position and Fund Balances as of August 31, 2015. Total receipts were \$4,915,841; total disbursements were (\$2,387,419) and an ending fund balance as of August 31, 2015 of \$13,432,351.

The next section was the Statement of Receipts and Disbursements for State Fiscal Year 2016 activity. The General Fund had an ending cash balance of \$3,971,867; Special Revenue had a balance of \$302,448; Capital Projects had a zero balance; and fiduciary had a balance of \$436,802.

The final section Mark reviewed was the Budget to Actual – Administration and Support Budget Summary for SFY 2015 activity. Total actual expenses were \$1,225,018.37; budgeted expenses were \$1,308,793.00. Actual expenses were under budget by \$83,774.63.

Roger Roberts asked why the actual expenses were under budget. Mark explained that \$19,000 was for a part-time accountant position that has not been filled and \$24,000 for professional services is for IT and Kevin Taylor, Director of MIS and Financial Services, has not contracted out for those funds.

That concluded the Administrative Report.

MENTAL HEALTH AND ADDICTION SERVICES PROGRAM COMMITTEE

Lauren called on Marilyn Demma, the Committee Co-Chair, to give the Program Committee report. Marilyn stated that the Program Committee met on Tuesday September 1, 2015 at 5:30 p.m. at the Greene County ESC, 360 East Enon Road, Yellow Springs, Ohio. Marilyn stated that a number of Board members were not able to attend so she reviewed the highlights of the meeting and Committee approved motions. Marilyn then read the recommendation.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFY AND CONFIRM THE ACTION TAKEN BY THE PROGRAM COMMITTEE ON SEPTEMBER 1, 2015. APPROVED MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY ROGER ROBERTS AND SECONDED BY BEN HARRISON TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE PROGRAM COMMITTEE MEETING ON SEPTEMBER 1, 2015.

MOTION CARRIED.

Linda Griffith stated that Roger suggested at the meeting that if fish oil supplementation can be accessed through Central Pharmacy this could be a useful intervention for clients in the jails. Linda explained that fish oil supplementation by Central Pharmacy would be considered a dietary supplement. She further explained that, other than in the rare circumstance, there is a capsule form that is actually considered a medication which is used for people who have a very rare form of very high triglycerides.

COMBINED EXECUTIVE & BUILDINGS AND GROUNDS COMMITTEE

Lauren stated that the Combined Executive and Buildings & Grounds Committee met on September 4, 2015 at 7:30 a.m. at the MHRB Administrative Offices, 1055 East High Street, Springfield. Lauren said that the committee discussed three items, all of which are reflected in the minutes of the meeting. She said, however, there have been some further developments with regard to the third item and she would like to remove that item from the covering motion to discuss it following an Executive Session.

Lauren said that the first item discussed was a technical edit to the Board's existing Employee Handbook Policy #9 regarding Termination of Employment to add language to clarify the process that employees need to follow for retirement from the Board staff. Lauren stated that the second item involved increasing the Five Year Capital Improvement Plan by \$41,024. Kent explained those funds are being used for the repair of the basement of the Dayton-Yellow Springs building that Lighthouse was in.

Lauren read a modified recommendation.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFY AND CONFIRM THE FOLLOWING ACTIONS TAKEN BY THE COMBINED EXECUTIVE AND BUILDINGS &

GROUNDS COMMITTEE ON SEPTEMBER 4, 2015. APPROVED MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

THE FOLLOWING ITEMS ARE CONTAINED IN THIS MOTION: THE CHANGE TO POLICY #9 REGARDING TERMINATION OF EMPLOYMENT AND THE INCREASE TO THE GREENE COUNTY CAPITAL IMPROVEMENT PLAN.

IT was MOVED BY KIM MICHAEL, SECONDED BY LINDA GRIFFITH TO RATIFY AND CONFIRM THE ACTIONS TAKEN BY THE COMBINED EXECUTIVE AND BUILDINGS & GROUNDS COMMITTEE ON SEPTEMBER 4, 2015.

MOTION CARRIED.

EXECUTIVE SESSION

Lauren asked that the Board go into Executive Session and read the recommendation as follows.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING THE SALE OF PUBLIC PROPERTY AS PERMITTED BY FEDERAL LAW, RULES OR STATE STATUTE.

IT was MOVED BY ROGER ROBERTS AND SECONDED BY MARILYN DEMMA TO ENTER INTO EXECUTIVE SESSION.

Michelle Humphrey then took the roll call vote and it was unanimous.

MOTION CARRIED.

The Board came out of Executive Session at 7:04 p.m.

Kent then read the recommendation as follows.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE SALE OF REAL ESTATE LOCATED AT 452 WEST MARKET STREET, XENIA IN GREENE COUNTY, TO TCN BEHAVIORAL HEALTH SERVICES, INC. AT THE APPRAISED VALUE OF \$885,000. THE SALE OF THIS PROPERTY TO TCN BEHAVIORAL HEALTH SERVICES, INC. SHALL BE CONDITIONED ON THE FOLLOWING:

- 1. The Ohio Department of Mental Health and Addiction Services, which holds a mortgage on the premises, approves the sale and releases the MHR Board from all obligations under the mortgage.**
- 2. The conveyance of the property by the MHR Board shall be subject to the following contractual agreements:**

- a. *The property shall be devoted exclusively to mental health and addiction services, unless otherwise authorized by the MHR Board.*

And

- b. *In the event TCN Behavioral Health Services decides to sell this property, TCN shall give the MHR Board 120 day notice of its intent to sell the property and the MHR Board shall have the first right to purchase at a price agreed upon by both parties.*

THE CEO OF THE MHR BOARD IS AUTHORIZED TO ENTER INTO A PURCHASE AND SALE AGREEMENT WITH TCN BEHAVIORAL HEALTH SERVICES, CONSISTENT WITH THE TERMS OF THIS MOTION AND TO EXECUTE AND DELIVER, OR CAUSE TO BE DELIVERED, A GENERAL WARRANTY DEED SUBJECT TO EASEMENTS, RESTRICTIVE COVENANTS, AND ZONING ORDINANCES OF RECORD, REAL ESTATE TAXES AND ASSESSMENTS, AND THE RESTRICTIONS REGARDING USE AND FUTURE CONVEYANCES, CONVEYING THE MHR BOARD'S INTEREST IN THE PREMISES TO TCN BEHAVIORAL HEALTH SERVICES, TOGETHER WITH SUCH OTHER DOCUMENTS AS ARE NECESSARY TO EFFECTUATE THE SALE, AND TO DO ALL OTHER THINGS NECESSARY AND CONSISTENT WITH THIS MOTION TO ACCOMPLISH THE SALE PROVIDED HEREIN.

IT WAS MOVED BY SCOTT ANGER, SECONDED BY ROGER ROBERTS TO AUTHORIZE THE SALE OF REAL ESTATE LOCATED AT 452 WEST MARKET STREET IN XENIA TO TCN BEHAVIORAL HEALTH SERVICES AT THE APPRAISED VALUE.

MOTION CARRIED.

MISCELLANEOUS

None.

AUDIENCE PARTICIPATION

None.

BOARD MEMBER COMMENTS

Scott Anger stated the Roselin did an excellent job with CIT again this year and he was glad to see the mini-grant recipients at the meeting tonight.

Lauren stated that she has met with Dr. Greta Mayer regarding her employment contract and will hopefully be able to present a contract to the membership at the next Board meeting.

ADJOURNMENT

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

Kellie C. Phillips 10/19/15
Kellie Phillips, Secretary

Michelle Humphrey
Michelle Humphrey, MHR Board Staff

