

**MINUTES – January 19, 2016**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties met in regular session on Tuesday, January 19, 2016 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; Scott Anger, Lexie Boblitt, Marilyn Demma, Dr. Linda Griffith, Dr. Joe Keferl, Kimberly Michael, Kellie Phillips, Roger Roberts, Julie Vann, Jim Vernon.*

*Staff: Dr. Greta Mayer, CEO; Dr. Tammy Collins, Donna Hart, Michelle Humphrey, Roselin Runnels and Tracey Stute*

**GUESTS:** *Dawn Hawks, Housing Solutions, Inc.  
Amanda VanTress, Housing Solutions, Inc.*

**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 November 16, 2015 Mental Health & Recovery Board meeting was reviewed.*

***IT was MOVED BY MARILYN DEMMA, SECONDED BY KIM MICHAEL TO APPROVE THE MINUTES FOR THE NOVEMBER 16, 2015 BOARD MEETING AS SUBMITTED.***

***MOTION CARRIED.***

**REVIEW OF ACCOUNTS PAYABLE REGISTER**

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

## **CEO REPORT**

*Lauren called on Dr. Greta Mayer to give the CEO report. Greta began the report by thanking the membership and Board staff for helping her during her transition into CEO. She also thanked Michelle Humphrey for the extra work that she has put forth since Marianna Worley's retirement. Greta then announced that Susan Hewitt has been hired to fill Marianna's position and will begin February 1, 2016. Next, Greta introduced and welcomed Dr. Tammy Collins as the Board's new Director of Prevention and Community Engagement. She also announced that current Board staff member, Tracey Stute, will be promoted to Director of Programs and Communications as Roselin Runnels will be retiring at the end of February. Greta stated that the staff is excited about Tracey moving into her new role.*

*Then, Greta announced that the Board Retreat will be held at Springfield Country Club, a different location from previous years, from 8:30 a.m. to 1:00 p.m. on Saturday, March 12, 2016. Greta said that the topic will focus on the opiate epidemic: what is working and local effective practices. Roselin invited doctors from our partner agencies to participate in a panel discussion, including use of Medication Assisted Treatment. Greta asked the membership to think about questions that they would like to ask of the local experts. Greta also asked the membership to begin thinking about their goals for the Board. Greta stated that there will be an update on the Strategic Plan and an opportunity during that time for feedback. There will be a more in-depth discussion on the Strategic Plan at a future date.*

*Next, Greta announced that Legislative Day will be on January 26, 2016 and is annually organized by the Ohio County Behavioral Health Authorities. Greta plans to meet with local legislators to describe our system and communicate the Board's vision to them.*

*Last, Greta stated that current Board members, Kim Michael, Jim Hutchins, Scott Anger and Linda Griffith, will be sworn in at the February 16, 2016 Board meeting as they begin their new terms.*

*Lauren asked Greta if she will be publically announcing the new staff members and staff changes somewhere. Greta stated that Tammy is beginning to be infused into the community groups but a formal notice has not been released yet.*

*That concluded the CEO report.*

## **ADMINISTRATIVE**

*Lauren called on Donna Hart to review the Mental Health & Recovery Board financials. Donna referred the membership to Attachment C in the agenda packet and first reviewed the Statement of Cash Position and Fund Balances as of December 31, 2015. This report is strictly on a cash basis with total cash receipts of \$7,384,312 and total disbursements of (\$8,045,013) with excess cash receipts under disbursements of (\$660,701) and an ending fund balance as of December 31, 2015 of \$11,170,727.*

*The next section was the Statement of Receipts and Disbursements for Fiscal Year 2016 activity. The General Fund had an ending cash balance of \$2,402,659; special revenue had a balance of \$186,479; Capital Projects had a balance under disbursements of (\$263,599); and fiduciary had a balance of \$358,127.*

The next section Donna reviewed was the Budget to Actual – Administration Budget Summary for SFY 2016 activity. First and second quarter actual expenses were \$702,681 against the annual budget of \$1,792,457 for a 61% remaining balance.

The next section reviewed was Budget to Actual – Facility Summary for SFY 2016 activity. Year to date actual expenses were \$448,080 against the annual budget of \$1,024,624 for a 56% remaining balance.

The last section reviewed was the Cash Position (Actual and Projected) for period ending December 31, 2015. This report projects that by this time next year, the combined cash balance of the General and Special Revenue funds will be around \$8.2 million.

That concluded the Administrative Report.

### **PROGRAM COMMITTEE**

Lauren called on Marilyn Demma, the Program Committee Co-Chair, to give the Program Committee report. Marilyn stated that the Program Committee met on Tuesday January 5, 2016 at 5:30 p.m. at the Greene County ESC, 360 East Enon Road, Yellow Springs, Ohio. Marilyn stated that Dr. Tammy Collins was introduced as the newly hired Director of Prevention and Community Engagement for the Board. Marilyn said the Committee next heard from Wendy Doolittle, CEO, McKinley Hall, regarding a Criminal Justice Behavioral Health Linkages grant award from the state department. Wendy explained the program and how the funds would be used. Next, Marilyn said that the Board had also applied for and received a grant on behalf of Housing Solutions for Employment Opportunities Within Housing Agencies. Amanda VanTress from Housing Solutions was asked to describe how the monies would be spent.

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 JANUARY 5, 2016. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.**

**IT was MOVED BY LINDA GRIFFITH, SECONDED BY JIM VERNON TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE PROGRAM COMMITTEE MEETING ON JANUARY 5, 2016.**

**MOTION CARRIED.**

That concluded the Program Committee Report.

### **COMBINED EXECUTIVE COMMITTEE & BUILDINGS & GROUNDS COMMITTEE**

Lauren stated that the Combined Executive Committee and Buildings & Grounds Committee met on January 14, 2016. Lauren stated that the committee reviewed a recommendation for the McKinley Hall Building & Renovation Project. Lauren said that Nancy Boop updated the Committees on the status of the McKinley Hall project. Nancy told the

*Committees that McKinley Hall now owns the property located at 2624 Lexington Avenue and it is asking that the Board disburse \$500,000 representing matching funds for the Ohio Department of Mental Health and Addiction Services Capital Grant of \$500,000 as they begin incurring costs for the project.*

*Lauren said the next item discussed was a recommendation for TCN Behavioral Health Services (TCN) SFY 2016 Allocation. Lauren stated that the sale of the 452 West Market Street property to TCN was finalized on December 16, 2015. Lauren then explained that TCN had previously leased the property from the Board at an annual amount of \$179,206; the MHR Board paid all utilities and insurance. The insurance coverage has been cancelled and all of the utilities have been transferred to TCN. Included in the Board's annual allocation to TCN is the amount for lease payments to the Board. Accordingly, due to the sale of the property, the annual allocation to TCN will be reduced for a six month period in SFY 2016. This reduction represents six month's rent less the six month three year average for utilities and insurance.*

*Lauren asked if there were any comments and read the recommendation.*

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

***IT was MOVED BY SCOTT ANGER, SECONDED BY KELLIE PHILLIPS TO RATIFY AND CONFIRM THE ACTION TAKEN BY THE COMBINED EXECUTIVE AND BUILDINGS & GROUNDS COMMITTEE MEETING ON JANUARY 14, 2016.***

***MOTION CARRIED.***

*That concluded the Combined Executive Committee and Buildings & Grounds Committee Report.*

### **MISCELLANEOUS**

*Lauren called on Greta to discuss any miscellaneous items. Greta stated that Marianna Worley sent a thank you note to the membership for her retirement gift and all of the kind words of encouragement that were given her.*

### **AUDIENCE PARTICIPATION**

*None.*

### **BOARD MEMBER COMMENTS**


*Dr. Joe Keferl discussed the situation that is in the news regarding Wright State. He pointed out their commitment to providing high quality programs and developing effective community partnerships. Julie Vann stated that Greta will be speaking at the Beaver Creek Women's League opiate forum on Prevention, Treatment & Recovery which will be on February 3, 2016 at 10:30 a.m. at Peace Lutheran Church. Joe also stated that, for the first time ever, all*

of the Deans from health-related colleges held their first meeting last Thursday. Dr. Linda Griffith stated that the Department of Psychiatry under the School of Medicine is also starting an initiative relating to opiates. Last, Marilyn stated that she appreciated the articles that the membership was given in their packets. She stated that one of the articles, "Weed Better Think About This," written by the Ohio Farm Bureau, reminded her about the defeated marijuana legislation in Ohio and that the Board needs to begin thinking about its position on potential future legislation about medical marijuana.

**ADJOURNMENT**

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

  
Kellie Phillips, Secretary

  
Michelle Humphrey, MHR Board Staff

