

**MINUTES – June 20, 2016**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Monday, June 20, 2016 at 7:00 p.m. at Clark State Community College, LRC Room 207, 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, Dr. Joseph Keferl, Kim Michael, Kellie Phillips, Roger Roberts, Jim Vernon.*

*Staff: Dr. Greta Mayer, CEO; Dr. Tammy Collins, Donna Hart, Mark Huff, Michelle Humphrey, Tracey Stute*

**GUESTS:** *Dr. Tim Callahan, Greene County ESC  
Wendy Doolittle, McKinley Hall  
Curt Gillespie, Mental Health Services for Clark and Madison Counties  
Dr. Franklin Halley, TCN Behavioral Health Services  
Randall Haskins, TCN Behavioral Health Services*

**OPENING REMARKS**

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

**APPROVAL OF MINUTES**

*The Board Minutes for the May 16, 2016 MHRB meeting were reviewed.*

***IT was MOVED BY JOE KEFERL, SECONDED BY JULIE ANTHONY TO APPROVE THE MINUTES FOR THE MAY 16, 2016 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 directed the membership's attention to a handout containing MHRB's Vision, Mission Statement and Strategic Plan, which has largely been in place since 2009. She explained with the changes at the state level with Behavioral Health Redesign and new legislation, such as the Continuum of Care for the opiate epidemic, that we keep the Board's strategic goals relatively intact with a few revisions. She reminded the membership that Board staff reported on the progress to date on each of the five goals at the Board Retreat in March. At that time, Board members recommended revisions which are reflected in the handout. Greta recommended keeping those goals in place for the next six months before developing a new strategic plan; all of the state-level requirements are not finalized. There should be more data available at that time to put the Board in a better place to forecast the impact of behavioral health redesign on services, budgeting, and future contracting.

Next, Greta described a Recovery Oriented Systems of Care (ROSC) framework. She had tasked Board staff member Dr. Tammy Collins with distributing the ROSC assessment in our region. The Board Association had developed this assessment tool for Boards across Ohio to use. Board members may remember completing the survey. Tammy stated that this assessment was required in the Community Plan. Despite the survey length (77 items), jargon used, and concerns about what the items measured, Tammy was pleasantly surprised when she analyzed the data. She stated that approximately half of the people who took the survey said that the top area of highest need was for services that are provided in a person's natural environment. Second highest was the area of early intervention. Tammy stated that timely access to services was the third ranked need and the fourth was the integration of co-occurring mental and physical health services. Tammy felt that these items made sense and gives the Board priorities to think about in the coming year. In the area of greatest strengths, it was reported that a good array of services were provided and also that prevention services are available. She felt that the data was encouraging because people are aware of the services available and feel they are accessible. Greta added that it is important to continue strategies to sustain the areas of strength as well as focus on the areas of challenge and need. Greta went on to say that the assessment was a good first attempt at measuring community perception of the system and that she and Tammy will be looking at ways to strengthen the assessment in the future. Greta said that this aligns with the Board's current Strategic Plan to implement ROSC.

Greta then asked Tracey Stute to give an overview of the SFY 2017 Community Plan which is due to the state on June 30. This is a semi-annual plan that is put together with the Board's agency partners and is an agreement with the State Department to receive federal and state funding. Tracey stated that there are some additions to the Community Plan which are interesting and challenging. Tracey updated the membership on the progress to date. Next, Tracey gave the Board a snapshot of Table 1 which is the newest addition to the community planning process. She explained that Table 1 was very specific and comprehensive. Mark Huff said that this report informs the state about all mandatory services that are being provided, including those for which the Board does not contract. This is how the state monitors the Continuum of Care. Mark then reviewed the report. Roger Roberts asked if all of the requirements needed to be provided within each county. Greta stated that they can be in the region as a whole. Mark explained that an agency does not have to be in our region providing the service but it has to be available to the residents of our region. Dr. Joe Keferl commented that this report doesn't show that the needs are greater than the capacity of available services.

Greta agreed and said that staff are interested in taking this snapshot of services deeper to look at capacity. She stated that the full report will be available for the membership's review and Lauren will approve the final plan before it is submitted to the state. Greta also said that the original requirement was September 15 to be in compliance with the new opiate legislation and it has since been pushed back to July of 2017. During this transition period, the Board will be held harmless if requirements are not met. However, the state will withhold funding in the future if Boards don't meet the legislative mandates. Roger stated that the Board needs to identify services that are outside of our service area and figure out how to bring them into our area.

Greta stated that approximately 50 people attended Dr. Ellen Anderson's Suicide Prevention training geared toward survivors of suicide loss on Friday held at the Greene ESC. Agency staff and family members from all three counties attended. The Madison Depression & Suicide Coalition has been partnering with a local Veteran, Zack Starr, who is also doing suicide prevention work. Zack walked the Pacific Crest Trail and has made a film about it which had a screening in Madison County. He shared at the training about his experience with depression, chronic pain and suicidal ideation. Greta said that Zack hopes to help others through his film and Coalition members are working with him on an awareness campaign.

Greta next recognized Board members Kellie Phillips, Marilyn Demma and Julie Vann for attending the Board Empowerment Summit at the beginning of June. Greta invited them to share their experience later on the Agenda under "Board Member Comments."

Last, Greta reminded the membership that Expense Reimbursement sheets need to be turned in to Board staff member Donna Hart by the end of the day on Thursday.

That concluded the CEO report.

### **ADMINISTRATIVE**

Greta stated that each year Board staff requests a motion authorizing the Director of Finance to request tax advances from the appropriate counties as needed. Greta read the recommendation.

**IT IS THE RECOMMENDATION THAT 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 2017.**

**IT was MOVED BY ROGER ROBERTS, SECONDED BY JIM VERNON TO AUTHORIZE THE BOARD'S DIRECTOR OF FINANCE TO REQUEST PROPERTY TAX ADVANCES FOR SFY 2017.**

### **MOTION CARRIED.**

Next was the Request for Authorization of Board Officers to Act on Behalf of the Board. Greta stated that the Board does not meet during the months of July and August; in the event Board action is necessary, a motion is being presented to authorize the Board Officers to act on behalf of the full Board. During this time, the Officers may convene the entire Board if

necessary. Otherwise, any action taken would be brought to the full Board in September to be ratified. Greta read the recommendation.

**IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE STATE FISCAL YEAR 2017 BOARD OFFICERS TO ACT ON BEHALF OF THE FULL BOARD FROM JUNE 21, 2016 UNTIL THE SEPTEMBER 2016 BOARD MEETING. THIS ACTION WILL ENSURE CONTINUED OPERATION OF THE SYSTEM.**

**IT was MOVED BY LINDA GRIFFTH, SECONDED BY BEN HARRISON TO AUTHORIZE THE STATE FISCAL YEAR 2017 BOARD OFFICERS TO ACT ON BEHALF OF THE FULL BOARD.**

Lauren called on Mark Huff to review the MHRB financials. Mark referred the membership to Attachment E in the agenda packet and first reviewed the Statement of Cash Position and Fund Balances as of May 31, 2016. This report is strictly on a cash basis with total cash receipts of \$15,639,476 and total disbursements of (\$14,928,082) with excess cash receipts over disbursements of \$1,642,392 and an ending fund balance as of May 31, 2016 of \$12,546,322.

Next, Mark reviewed the Statement of Receipts and Disbursements for Fiscal Year 2016 activity. The General Fund had an ending cash balance of \$3,525,915; special revenue had a balance of \$175,384; Capital Projects had a balance of \$0; and fiduciary had a balance of \$342,074.

That concluded the Administrative Report.

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

Lauren referred the membership to Item F, Combined Executive and Buildings & Grounds Committee Report. Lauren stated that the Combined Executive and Buildings & Grounds Committees met on June 3, 2016 at the MHRB offices located at 1055 E. High Street, Springfield, Ohio. Lauren said that Board staff member Nancy Boop addressed the SFY 2017 Five-Year Capital Improvement Plan. Nancy gave the Committee members a breakdown by county for the proposed improvements. The Clark County Capital Improvement Plan includes twelve properties and totals \$139,050 including a contingency of \$1,000 for each property. A new property located at 50 West High Street is included in this year's plan. The property is currently leased to Elderly United who had previously maintained it; this agency will be moving to a new location in August resulting in this facility becoming vacant. Nancy informed the Committee that McKinley Hall's Many Pathways recovery center is interested in occupying this facility. The Plan includes \$20,000 for renovations to accommodate Many Pathways. Nancy also informed the Committee that the Plan for Greene County totals \$92,700 which includes nine properties. She explained that effective July 1, 2016, the MHRB would be responsible for the maintenance of the five properties that had previously been managed by TCN. This added cost, which is reflected in the Property Management Budget, will be covered by an increase in rent paid by TCN to MHRB.

Lauren said that the next item on the agenda was presented by Donna Hart who reviewed the SFY 2017 Property Management Budget. This budget reflected the added cost of property

*maintenance for five of the properties that had previously been maintained by TCN. There was a reduction in Salaries-Retirement as there are no planned retirements in 2017 and a reduction in Rent/Utilities due to the sale in SFY 2016 of a Greene County property to TCN. This budget totals \$662,797, reflecting a decrease of \$16,603 when compared to the SFY 2016 budget.*

*Lauren stated that next on the agenda was the SFY 2017 MHRB Administrative Budget and County Fees Budget in the amount of \$1,552,735. Lauren stated that there was only a \$229,122 decrease from the SFY 2016 budget.*

*Lauren 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 COMBINED EXECUTIVE COMMITTEE & BUILDINGS & GROUNDS COMMITTEE ON JUNE 3, 2016. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.***

***IT was MOVED BY LAUREN ROSS, SECONDED BY JULIE ANTHONY TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE COMBINED EXECUTIVE COMMITTEE & BUILDINGS & GROUNDS COMMITTEE MEETING ON JUNE 3, 2016.***

***MOTION CARRIED.***

*Joe Keferl asked again for clarification on the TCN item regarding moving the responsibility of the property management back to MHRB. Greta stated that TCN has expanded and they are maintaining their own buildings and want the Board to maintain its own properties which are leased to TCN. She stated that the Board will pilot this approach for SFY 17 to see if it is effective and will evaluate options for SFY 18. Joe asked if there are any known problems with the properties. Greta stated that Nancy Boop has gone through each building with TCN's current maintenance staff and an independent contractor to assess the current state. There were no problems identified at that time. Greta stated that the lease agreement will detail for which repair and maintenance costs that MHRB and TCN will responsible.*

*Lauren stated that the last item on the agenda was the CEO Annual Performance Review. That discussion was tabled until the June 20<sup>th</sup> full Board meeting.*

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

### **MENTAL HEALTH & ADDICTION SERVICES**

*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, June 7, 2016 at 5:30 p.m. at the Greene County ESC, 360 East Enon Road, Yellow Springs, Ohio.*

*Marilyn began by thanking the membership because the meeting began on time with more than a full quorum. Marilyn then stated that the Committee heard presentations for WellSpring, TCN Behavioral Health Services (TCN), Springfield Metropolitan Housing Authority (SMHA), Mental Health Services for Clark and Madison Counties and McKinley Hall.*

*She said that Curt Gillespie of Mental Health Services and Wendy Doolittle of McKinley Hall both responded to questions from the Committee regarding strategies to avoid duplication of services. Marilyn stated that another recommendation was presented for McKinley Hall working with the Clark County Municipal Court's DUI Program. The Committee also heard presentations for the Forensic Psychiatry Center for Western Ohio, Greene County Juvenile Court, Greene County Educational Services Center (Greene County ESC), Central Pharmacy, Special Allocations for McKinley Hall, Mental Health Services for Clark and Madison Counties, TCN, Greene County ESC and Madison County Medication Assisted Treatment as well as Various Providers for PAX Good Behavior Game® coaching. Marilyn stated that there was also a recommendation for Ryan Training and Consulting. Greta stated that James Ryan of Ryan Training and Consulting asked that his contract be addressed to him as an individual rather than with his consulting firm. Otherwise, the content of the motion remains the same.*

*Marilyn then read the recommendation.*

**IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN BY THE PROGRAM COMMITTEE ON JUNE 7, 2016. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.**

**IT was MOVED BY BEN HARRISON, SECONDED BY KIM MICHAEL TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE PROGRAM COMMITTEE MEETING ON JUNE 7, 2016.**

**MOTION CARRIED.**

*That concluded the Program Committee Report.*

**AD HOC MINI GRANT COMMITTEE**

*Lauren asked Roger Roberts, Presiding Chair, to give a report of the Ad Hoc Mini Grant Committee meeting that was held on Thursday, June 9, 2015 at 7:30 a.m. at the Board administrative offices. Roger stated that eleven (11) applications from Clark County, nine (9) from Greene County and four (4) from Madison County were submitted. He directed the membership to the meeting minutes for a description of each of the applications. Roger stated that the Committee was able to fund all of the proposals. Roger then read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN BY THE AD HOC MINI-GRANT COMMITTEE ON JUNE 9, 2016. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.**

**IT was MOVED BY SCOTT ANGER, SECONDED BY KELLIE PHILLIPS TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE AD HOC MINI GRANT COMMITTEE MEETING ON JUNE 9, 2016.**

**MOTION CARRIED.**

## MISCELLANEOUS

*Dr. Linda Griffith asked if a conversation was had during the BH Redesign conference call which occurred on Wednesday, June 15, 2016 regarding tracking the Bureau of Workers' Compensation (BWC) injured workers who are using opiates and the potential new regulatory changes. Greta said that Cheri Walter of Ohio Association of County Behavioral Health Authorities (OACBHA) stated that no one was tracking that information but that Cheri would like to sit in on a conference call. A conference call with Freddie Johnson, Chief of Medical Services at the BWC, has been set for Wednesday, June 22 at 10:00 a.m. Several Board members indicated interest in participating.*

## AUDIENCE PARTICIPATION

*Randall Haskins of TCN thanked the Board for their continued funding and support.*

## BOARD MEMBER COMMENTS

*Linda stated that she appreciates Greta's professionalism. She said that Greta is articulate, pleasant and complimented her on her job performance thus far.*

*Marilyn stated that she attended a Board Member Empowerment Summit, along with Julie Vann and Kellie Phillips and staff member Adriane Miller. She felt it was very worthwhile and she came away from the Summit understanding her role as a Board member much better.*

*Kellie Phillips stated that when she became a Board member five years ago, she didn't know much about the mental health system. She said that, after the Summit, she was more aware of the good job that the Board staff does keeping Board members informed. Kellie also stated that it was powerful to hear from those who are in recovery from mental health and/or alcohol and drug problems. Kellie added that some of the topics, like education about the use of acronyms could be incorporated into local Board member orientation. They encouraged other interested Board members to attend a similar event in the future. Lauren then thanked them for attending and sharing with the rest of the membership.*

*Scott Anger thanked Marilyn for presiding over the Program Committee meetings so that Scott could take care of other matters.*

## EXECUTIVE SESSION

*Lauren asked that the Board go into Executive Session and asked that the audience be excused. Lauren then read the recommendation.*

**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 COMPENSATION OF A PUBLIC EMPLOYEE.**

**IT was MOVED BY LAUREN ROSS AND SECONDED BY ROGER ROBERTS TO ENTER INTO EXECUTIVE SESSION.**

Michelle Humphrey then took the roll call vote and it was unanimous. The Board went into Executive Session at 8:15 p.m.

The Board came out of Executive Session at 8:25 p.m. Lauren then read the recommendation.


**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES, DUE TO THE SATISFACTORY EVALUATION RATING, COMPLIES WITH THE PROVISIONS OF THE CONTRACT FOR THE CEO FOR SFY 2017.**

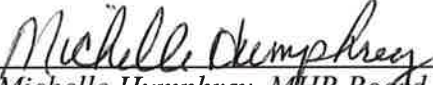
**IT was MOVED BY LAUREN ROSS, SECONDED BY JULIE ANTHONY TO COMPLY WITH THE PROVISIONS OF THE CONTRACT FOR THE CEO FOR SFY 2017.**

**MOTION CARRIED.**

**ADJOURNMENT**

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

  
Kellie Phillips, Secretary  
9/19/16

  
Michelle Humphrey, MHR Board Staff