



MINUTES – September 19, 2016

The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Monday, September 19, 2016 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, Heather Corbin, Marilyn Demma, Dr. Linda Griffith, Ben Harrison, Jim Hutchins, Kim Michael, Kellie Phillips, Roger Roberts, Jim Vernon*

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

*Laura Baxter – Project Woman
Amanda Da – Community Action Partnership of the Greater Dayton Area
Judy Darnell - Community Action Partnership of the Greater Dayton Area
Mary Daniel – Springfield Metropolitan Housing Authority
Wendy Doolittle – McKinley Hall*

GUESTS: *Dennis Driscoll – Matt Talbot House
Angela Dugger – NAMI Clark, Greene and Madison Counties
Decinda Harris – Gemini Reliance
Dawn Hawks – Housing Solutions Greene County
Amanda VanTress – Housing Solutions Greene County
Bonny Kinnunen – Oesterlen Youth Services
Dr. Lou Kramer – London City Schools
Brent Lewis – Greene County Family & Children First Council
Kendall Martin – WellSpring
Deborah Matheson – Family Violence Prevention Center
Debi Padgett – Mental Health Services for Clark and Madison Counties
Mary Beth Taylor – Mental Health Services for Clark and Madison Counties
Bianca Turner – Mental Health Services for Clark and Madison Counties
Jean Perry – London Recovery Project
Michael Rollins – Gemini Reliance
Charles L. Rollins – Gemini Reliance/Many Pathways
Tate Stute
Bill Voskuhl – Greene County Juvenile Court
Teresa Wiles – Michael’s House
Patrick Williams
Amy Willmann – Safe Harbor*

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 June 20, 2016 MHRB meeting were reviewed.

IT was MOVED BY JULIE ANTHONY, SECONDED BY LINDA GRIFFITH TO APPROVE THE MINUTES FOR THE JUNE 20, 2016 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 asked what "SAPST" meant. Dr. Greta Mayer explained that it was the Substance Abuse and Prevention Training that the Board hosted in partnership with Greene County Educational Service Center. She said that Dr. Tammy Collins planned for this training with national facilitators to build core prevention knowledge in individuals from Clark, Greene and Madison Counties and for those interested in acquiring their prevention credential. Lauren asked if the dues to the Ohio Association of County Behavioral Health Authorities were based on the size of the Board. Greta and Mark Huff both believed that dues were based on Board size. Greta will confirm with the Association and report back to the Board.

CEO REPORT

Lauren called on Dr. Greta Mayer to give the CEO report. Greta began her report with the recognition of the mini-grant recipients. She stated that there was an ad hoc committee that developed the mini-grant process and this is the final year of these awards. The purpose was to invite proposals for short-term projects from partners in the community who are doing great work for individuals with mental illness and addiction. Proposals addressed needs or gaps in the system (i.e., materials, support) which are not accessible through traditional funding mechanisms. Greta turned the meeting over to Tracey Stute to recognize the 2017 awardees. Tracey stated that there were 24 awardees with an award total of \$80,244.00 for this year. Tracey introduced the awardees by county and gave a brief overview of their projects, inviting Board members to ask questions. She concluded with the ad hoc committee's efforts to streamline monitoring and reporting for this fiscal year's mini-grants.

Greta then asked Charles Rollins, Coordinator of Many Pathways, to give an overview of the recovery support center in Springfield. Charles stated that September is Recovery Month and they have held events to promote recovery and distributed a flier for an upcoming Recovery Banquet. He said that they have been at the same location for a year and are looking forward to moving at the end of September into a larger space. Wendy Doolittle described the banquet speaker and added that there are more consumers using Many Pathways for a sober, supportive place to be. Mike Rollins said that they work with a great board. Greta added that the new space is the former United Senior Services CARE building in downtown Springfield, which is a

Board-owned facility. United Senior Services held an open house for their new building earlier this month. Roger Roberts thanked Charles and Mike for sharing their policies and lessons learned with the Recovery Housing Steering Committee in Madison County.

Next, Greta asked Wendy Doolittle to provide an overview of McKinley Hall's Criminal Justice Behavioral Health Linkage grant. Wendy explained that this modest grant is subsidizing and expanding upon programs that already exist. She passed out data from the new probation Vivitrol jail program. Wendy stated that a probation officer is on-site at McKinley Hall and case management services are being provided by this program. She said that the program has a seventy-two percent (72%) success rate at this time. McKinley Hall has also hired a therapist for the criminal justice program at West Central Community Correctional Facility (West Central). Wendy stated that the program is going well. Her goal is that sixty percent (60%) of the people who come out of incarceration will successfully connect and engage with treatment services. Heather Corbin asked about the meaning of "ISP" and Wendy explained that it stands for Intensive Supervised Probation. Greta stated that this is a great example of outreach and in-reach into facilities, such the jail and West Central. Through this grant, Board staff and McKinley Hall developed a Memorandum of Understanding with these partners to oversee its progress. This is the first MHRB agreement with a correctional facility like West Central to benefit residents of both Clark and Madison Counties. These individuals will now have access to psychotropic medications as well as Naloxone, and linkage to substance use and mental health treatment.

Greta then directed the membership to a Revised Attachment C. She stated that the introduction provided additional detail about the proposed capital improvement project. Greta explained that for the past several months, MHRB staff and Mental Health Services staff have been discussing needed renovations to the Board-owned facility located at 1101 East High Street. A portion of this facility is currently leased to Mental Health Services for their Behavioral Health Rehabilitation (BHR) program. Renovations include remodeling the previous hygiene clinic area into a shower and laundry room area. In doing this remodel, clients could shower and have their clothing washed and dried. The carpet in the hallways, offices and waiting rooms (approximately 4,500 square feet) would be removed and replaced with slip-resistant heavy commercial sheet vinyl. With this renovation, both clients and agency staff will benefit by improving safety, health, and reducing risk of bed bug infestation.

The SFY 2017 MHRB Approved Capital Plan includes \$15,500 for this BHR remodel; the Board will pay for all construction costs, plumbing, electrical and HVAC estimated to be \$13,500. Mental Health Services proposed to cover the cost of removing all carpet and replacing with sheet vinyl at a cost of \$22,000 using SFY 2016 unaccessed MHRB allocation funds. Mark explained that the funds had been allocated to the SFY 2016 Mental Health Services contract and that this motion keeps the allocation tied to last year's contract but spends it in SFY 2017 for a different purpose. Mark further clarified that this process is similar to reconciliation. Mary Beth Taylor added that MHS will show the revenue in SFY 2016 and the expenditure in SFY 2017.

Greta then read the recommendation.

THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVES THE REQUEST OF MENTAL HEALTH SERVICES FOR CLARK AND MADISON TO ADJUST THE BUDGET FROM THE SERVICE CATEGORY TO

THE CAPITAL CATEGORY FOR THE STATE FISCAL YEAR 2016 MHR BOARD ALLOCATION. THE REQUESTED SHIFT OF DOLLARS IS SHOWN IN THE TABLE BELOW.

Service	Original SFY2016	Request	Revised SFY2016
BH Counseling and Therapy (Ind)	365,000	(22,000)	343,000
Capital Improvement	-	22,000	22,000
Total	365,000	-	365,000

IT was MOVED BY JIM VERNON, SECONDED BY BEN HARRISON TO APPROVE THE REQUEST OF MENTAL HEALTH SERVICES FOR CLARK AND MADISON TO ADJUST THE BUDGET FROM THE SERVICE CATEGORY TO THE CAPITAL CATEGORY FOR THE STATE FISCAL YEAR 2016 MHR BOARD ALLOCATION.

MOTION CARRIED.

Next, Greta asked Tracey to report on the Crisis Intervention Team Training (CIT) which occurred the week of September 12-16, 2016. Tracey passed out the program for the graduation ceremony and explained that CIT is a 40-hour intensive training for law enforcement officers and ancillary staff. She said that one probation officer from Greene County attended and there were a total of 34 graduates. Tracey stated that there was participation from all three counties. Tracey thanked Board staff members Adriane Miller and Jennipher Brown for their help and Board member Scott Anger for providing support and recruitment. She also stated that there were approximately 20 presenters from local agencies and organizations from across the three counties. Terry Russell, Executive Director of Ohio NAMI, was the keynote speaker with Greene County Sheriff Gene Fischer as the Master of Ceremonies. Tracey received extensive feedback throughout the week. Specifically, Springfield City Police Department would like to hold CIT training twice a year and Greene County Adult Probation requested to train their entire probation staff. Scott commended Tracey on the great job that she had done. Greta added that there was Channel 7 news coverage on Monday night and that Tracey would submit graduation photos to the local papers.

Greta then explained that Cedar Street is the housing initiative for individuals with severe and persistent mental illness on the corner of Cedar and Race Streets in Springfield. This is a cooperative project between the City of Springfield, OIC of Clark County Youth Build Program, MHS and MHRB. An open house was held in the style of a community gathering with MHS and Board staff hand-delivering invitations in the surrounding neighborhood prior to the event. Greta stated that she wanted local residents to feel welcomed and that a few were among the 30-40 people who attended. She thanked Marilyn Demma for attending and representing the MHRB. Marilyn stated that there were a variety of people who attended and that it was a nice event. Greta explained that Tracey is heading up the service-enriched program side and Nancy Boop has been shepherding the construction and funding. There is still some construction wrapping up with the outside landscaping and finishing the curb and sidewalk to the city's specifications. All four residents (one female and three males) have been identified and are in the process of moving. Greta then showed the membership a Proclamation that Representative Kyle

Koehler prepared. Lauren suggested having it laminated and displayed within the Cedar Street facility.

Last, Greta wanted to publicly commend the MHRB staff. She stated that one-quarter of the staff have been newly hired and three-quarters of existing staff are in new positions. Greta said that the current staff have made a tremendous effort outside of the 8-5 office schedule during this transition period to be successful in their roles and as a team. For example, staff show dedication to their work by making valuable connections with friends and important stakeholders during their daily lives in the evening and on the weekend. Over the last nine months, the MHRB has completed two audits successfully, has hosted seven well-attended trainings for partner agency staff and the public, existing staff members have trained other Board areas, have led and attended statewide trainings, and have taken on quality improvement projects. Tracey's development of the MHRB school-based mental health pilot at Jonathan Alder in Madison County will be nationally recognized at a conference in San Diego. Greta stated that the high quality staff continues to impress her and this success provides a firm foundation for the coming year. Lauren noted that she appreciates their efforts and hearing about these accomplishments.

That concluded the CEO report.

ADMINISTRATIVE

Lauren called on Mark Huff to review the MHRB financials. Mark referred the membership to Attachment D in the agenda packet and first reviewed the Statement of Cash Position and Fund Balances as of June 30, 2016. This report is strictly on a cash basis with total cash receipts of \$15,978,545, total disbursements of \$16,285,475, Other financing receipts/(disbursements) of \$930,998 for excess cash receipts over/(under) disbursements of \$624,068. Ending fund balance as of June 30, 2016 is \$11,527,998.

The next section was the Statement of Receipts and Disbursements for Fiscal Year 2016 activity. The General Fund had an ending cash balance of \$9,721,027 which included prior year intra fund transfer; special revenue had a balance of \$305,393; Capital Projects had a balance of \$0; and fiduciary had a balance of \$75,829.

The next section was the Statement of Cash Position and Fund Balances as of August 31, 2016. This report is strictly on a cash basis with total cash receipts of \$5,281,945, total disbursements of \$2,601,999, Other financing receipts/(disbursements) of \$0 for excess cash receipts over/(under) disbursements of \$2,679,946. Ending fund balance as of June 30, 2016 is \$14,207,944.

The next section was the Statement of Receipts and Disbursements for State Fiscal Year 2017 activity. The General Fund had an ending cash balance of \$2,952,307; Special Revenue had a balance of \$528,459; and fiduciary had a balance of \$215,871.

The next section Mark reviewed was the Budget to Actual – Administration Budget Summary for SFY 2016 activity. Total actual expenses were \$1,630,333; budgeted expenses were \$1,792,457. Actual expenses were under budget by \$162,124.

The final section Mark reviewed was the Budget to Actual – Facility Budget Summary for SFY 2016 activity. Total actual expenses were \$850,004; budgeted expenses were \$1,024,624. Actual expenses were under budget by \$174,620.

There were several questions raised by Board members to which Mark provided additional explanation. For example, Board members requested that one of headings be changed on the year to date General Fund Statement of Receipts and Disbursements report. That concluded the Administrative Report.

OFFICERS' MEETING

Lauren called on Julie Anthony, Presiding Chair, to give the Officers' meeting report as she was not able to attend. Julie stated that the State Fiscal Year 2017 Officers of the Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met on Thursday, July 28, 2016 at 7:30 a.m. at the MHRB Administrative Offices, 1055 East High Street, Springfield, Ohio.

Julie referred to the first item on the Agenda, Cedar Street Construction Project. She stated that Nancy Boop explained that this project, which consists of the construction of two duplexes, was planned to be completed by September 2016. The original amount anticipated to be received from the city was \$263,001; however, the city had been able to allocate additional monies to this project. Accordingly, the original MHRB approved budget of \$452,000 needed to be increased; the original amount of MHRB funds remained the same at \$188,999. It is the plan that any unspent MHRB funds will be used for the service-enriched program for the residents of these new homes.

The second item on the agenda was a recommendation to amend the County appropriations for calendar year 2016 and Julie said she had called on Mark Huff to present the information. Mark reviewed the data in the tables presented at the meeting stating that this amendment was necessary primarily because the MHRB operates on a fiscal year (July through June) basis and the county operates on a calendar year basis. The estimated revenue and appropriations is a control function at the Clark County Auditor's office for the spending authority of the MHRB fund. She added that the increase in city of Springfield funding for Cedar Street was one reason why this recommendation was necessary.

Julie stated that Greta informed the Board Officers that on July 19th, staff submitted a request for FY 2017-2018 capital funds to OMHAS. This request is for Madison County and includes two projects. One project is for new construction of a five bedroom house. The target population would be individuals who are difficult to house, homeless or precariously housed with a severe and persistent mental illness, many of whom also have a co-occurring substance use disorder. This project will be time-unlimited, permanent supportive housing with supportive services provided by the local provider. The second Madison County project is for the purchase and renovation of a facility to accommodate five individuals including a house manager. The project will likely be a Level II recovery home and will support various abstinence-based pathways to recovery. The intent is to increase social support, a sense of self-efficacy and improve recovery outcomes. The total estimated cost of these two projects is \$500,000; the request to the state is for 50% or \$250,000. Julie asked Greta if she has heard back from OMHAS. Greta said that the state could not fund both requests at the present time but that additional recovery housing dollars would likely become available in the coming months.

Therefore, it made sense to prioritize housing for severe and persistent mental illness with these capital dollars. Greta said that staff are working with the state in the next few weeks to fill out the application. Staff are also moving forward with the Recovery Housing Steering Committee to develop plan to apply for the recovery housing dollars once available.

Next on the agenda was the SFY 2016 Floyd Simantel additional allocation and Julie had called on Tracey Stute to review. Tracey stated that for several years the MHRB has had access to residential treatment at the Floyd Simantel Clinic (FSC) in Chillicothe, Ohio for adults with mental illness to either prevent a more intensive level of care or to provide step-down care when leaving a more restrictive setting. For SFY 2016 the MHRB allocated \$50,000 in funding for this service; however, the need for the service exceeded the previous year's utilization by 44 bed days. Tracey told the Officers that the increase in utilization was a result of people having an increased length of stay, and was not due to an increase in the number of people served. Julie clarified that, at this time, staff would like to keep the SFY 2017 allocation of \$50,000 the same; it was determined that the increase in SFY 2016 was an exception.

Julie reported that Greta talked about the Strategic Plan Implementation, specifically Goal #1 Public Information/Communication/Public Relations. She reminded those present that at the retreat, Board members agreed that a public relations person on staff would be beneficial. Greta informed the officers that Susan Hewitt, Administrative Assistant, was no longer an employee of the MHRB and that the suggested short-term solution was to bring in a temporary employee to fill that position, allowing staff additional time to analyze the roles and responsibilities of a public relations person and evaluate the need for administrative support. Also, as new staff members are becoming more efficient and effective in their positions, it is recommended that this Administrative Assistant should report to the Director of Programs & Communication. Board officers offered suggestions to supplement staffing and enhance workforce development by using volunteers, VISTA workers, and interns. Greta then distributed a revised Table of Organization and a motion which indicated this revision. Greta pointed out that names of staff members associated with their positions are used to illustrate the shift in existing staff taking on new positions and those newly hired staff. That is, three quarters of staff have transitioned into new positions since January 2016. Marilyn Demma stated that Jennipher Brown was introduced at the Program Committee meeting and asked if she was the Administrative Assistant. Greta stated that Jennipher joined the Board staff since the Officers' meeting; she was placed by the temporary service, Express Employment Professionals, and she is doing a great job. Greta also stated that there is the possibility of hiring Jennipher from the temp service. Dr. Griffith requested that a copy of the revised table of organization be provided to Board members.

Julie stated that Greta summarized the SFY 2017 Community Plan that was submitted to the state on June 30, 2016. Greta described the plan, detailing new components like the continuum of care spreadsheet and how the budget template was linked to the continuum of care. Julie stated that a copy of the community plan was provided to Kellie and herself.

Julie then stated that the last item on the agenda was a recommendation for funding for Respite Care and Re-Entry Coalitions. She said that Greta told the Officers that OMHAS is providing resources for two, one-time distributions: respite services for persons caring for youth under the age of 21; and to support the Re-Entry Coalition to assist offenders with behavioral health disorders. All funding must be expended by June 30, 2017 and reporting on provider type, services rendered, and numbers served must be submitted to the MHRB and OMHAS.

Greta also explained to the Officers that the Clark County Re-Entry Coalition is managed by OIC of Clark County (OIC), who has partnered with key stakeholders for more than three years to coordinate a variety of behavioral health services for incarcerated individuals returning to Clark County and those who have transitioned into post-release programming. OIC will submit a Re-Entry Coalition plan about how best to utilize existing and new resources. This particular source of additional funding addresses recovery supports to improve offender re-entry, reduce recidivism, enhance public safety, and promote recovery by reducing barriers. Marilyn Demma asked if OIC was given a deadline to complete the plan and requested that the membership be informed. Greta stated that they weren't given a deadline but she has spoken to Mike Calabrese, Director of OIC, and they are working on a plan. Greta agreed that updating the Board on their plan was a good idea and specifically, how it relates to multiple re-entry and linkage efforts.

Julie then read the recommendation.

THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN AT THE OFFICERS' MEETING ON JULY 28, 2016. APPROVED MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY JIM VERNON, SECONDED BY JIM HUTCHINS TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE OFFICERS' MEETING ON JULY 28, 2016.

MOTION CARRIED.

Lauren Ross abstained.

That concluded the Officers' meeting 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, September 6, 2016 at 5:30 p.m. at the Greene County ESC, 360 East Enon Road, Yellow Springs, Ohio.

Marilyn said that the meeting began with a moment of silence in honor of loved ones recently lost by Board members, partner agency leaders including Dr. Perry, former CEO of MHS, as well as those dying from overdose and by suicide. Next, the Committee was given presentations from The Hope Spot and London Recovery Project and a recommendation was made for approval of \$74,463 for the three recovery centers to their fiscal agents; \$28,461 for McKinley Hall, \$33,319 for TCN Behavioral Health Services, and \$12,683 for MHS for Madison County. A recommendation for \$129,300 was approved for McKinley Hall and the Criminal Justice Behavioral Health Linkage program that serves individuals in the Clark County Jail and at West Central.

Next on the agenda was a Gambling Allocation for \$67,711 for prevention and \$45,141 for treatment and those funds will remain at the Board and are expended from the Board as needed according to the proposal reviewed.

The fourth item on the agenda was Employment Opportunities with Housing Agencies in the amount of \$42,832 to employ individuals with lived experience of mental illness and/or substance abuse disorders by Housing Solutions of Greene County.

Marilyn stated that Tracey gave a summary of the 2016 mini-grants and Scott shared information about the Good Samaritan laws and the implications. Scott told the Committee that they are exploring the development of a team similar to the LOSS team in response to overdoses.

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 SEPTEMBER 6, 2016. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY ROGER ROBERTS, SECONDED BY JULIE ANTHONY TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE PROGRAM COMMITTEE MEETING ON SEPTEMBER 6, 2016.

MOTION CARRIED.

That concluded the Program Committee Report.

MISCELLANEOUS

Greta referred the membership to a handout for Greater Dayton Brain Health Foundation. They are having former Congressman Patrick Kennedy speak and the MHRB is sponsoring a table at this event. If any Board members are interested in attending, there are ten spots available. Greta said that Julie Vann is on the Board of the Greater Dayton Brain Health Foundation and had requested that the MHRB support this event as a collaborative effort with the Montgomery County ADAMHS Board.

Tracey passed out fliers for events being hosted by Project Woman.

Greta stated that, at the last Program Committee meeting, Marilyn had brought up an interest in knowing more about the marijuana issue on the ballot. Greta asked if there was an interest from the membership to possibly meet in smaller groups to discuss marijuana-specific issues. For example, interested Board members are invited to attend local or state trainings in order to share information with other Board members and become more informed.

Last, Greta stated that Cheri Walter from OACBHA will be giving a state of the state address at the October 4, 2016 Program Committee meeting. Cheri will be talking about Behavioral Health Redesign and other critical issues which are impacting the system.

AUDIENCE PARTICIPATION

None.

BOARD MEMBER COMMENTS

Roger stated that a Disaster Mental Health Training is being held on October 27, 2016 and if anyone is interested in attending, he will get them the information. He also stated that he recently taught a class for the National Organization for Victims' Assistance (NOVA) Crisis Response Team Training in Fairborn. Roger said that there were a lot of folks from Clark, Greene and Madison Counties. He added that Clark County is working hard to put together its own crisis response team. Roger thought that it is a good idea for the Board to get behind this effort.

ADJOURNMENT

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

Kellie Phillips 11-16-16
Kellie Phillips, Secretary

Michelle Humphrey
Michelle Humphrey, MHR Board Staff