



MINUTES – November 21, 2016

The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Monday, November 21, 2016 at 6:00 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, Heather Corbin, Marilyn Demma, Ben Harrison, Jim Hutchins, Kim Michael, Kellie Phillips, Roger Roberts, Patrick Williams*

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

GUESTS: *Kathryn Hitchcock, NAMI Clark, Greene and Madison Counties*

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 October 17, 2016 MHRB meeting were reviewed.

IT was MOVED BY MARILYN DEMMA, SECONDED BY SCOTT ANGER TO APPROVE THE MINUTES FOR THE OCTOBER 17, 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 began her report by recognizing three Board members for their service. First was Roger Roberts. Greta stated that Roger has served multiple terms with the Board and his hard work and dedication were

appreciated. She said that the word that comes to mind when reflecting on Roger's work is 'visionary'. Greta then quoted Jonathon Swift by saying, "Vision is the art of seeing the invisible" and commented that Roger has been a staunch prevention supporter and that this impact will go on well beyond his service to the Board. Roger often shares that he is a product of youth led prevention meaning that he participated in youth empowerment activities as a young person. This experience has allowed him to help educate others about the value of prevention within a continuum of care. Greta then presented him with a gift on behalf of the Board. Lauren stated that she looks forward to working more with Roger in the future and thanked him for his service. Greta then went on to recognize Steve Shelton who could not attend. She said that she appreciated Steve's willingness to be an 'advocate' and to speak up for individuals in recovery. Last, Greta recognized Jim Vernon who also could not attend. Jim is resigning early due to health reasons and that he is moving out-of-state to be with his family. Greta stated that when she thinks of Jim she thinks of 'servant leadership' in that he epitomizes that he serves first, asks what he can do for others, understands where people are, and then leads from that place. She said that Jim's impact on the Board will live on in a positive way. Marilyn shared that she appreciated the care Jim took to understand the provider perspective.

Next under Greta's CEO Report was Swearing in of Board Members. Greta explained that when Board members are appointed to a new term, they need to be sworn in again. She then stated that Michelle Humphrey, Board staff, would be giving the oath of office. Michelle asked Board members Julie Anthony, Ben Harrison and Lauren Ross to raise their right hand and recite the MHRB Oath of Office. Michelle then distributed the document to be signed by each Board member who recited the Oath of Office. This will be continued until all Board members are sworn in.

Greta directed the membership's attention to a new Board Evaluation and self-evaluation form and asked that everyone fill it out and send back to Michelle by December 12, 2016.

Greta then moved onto the Peer Certification survey. She stated that it is a voluntary accreditation process through the Ohio Association of County Behavioral Health Authorities (OACBHA) in which the Board staff is audited every three years. She explained that OACBHA has Board staff members who are surveyors and that they will be coming to our Board offices on December 5-6, 2016 for the review. The surveyors will be interviewing staff on policies and procedures which reflect a culture of quality. Greta will report back to the membership with suggestions on areas of growth in the future.

Next, Greta directed the membership to the NAMI Consumer Christmas Party invitation which will be held on December 15 from 6-8pm at the Bushnell Center in downtown Springfield. MHRB contributes funding to help with the party and that it is a fun evening for Board members, staff and consumers to attend. Greta invited Board members to donate funds to NAMI for consumer gifts and asked the membership to review a letter from NAMI asking the Board to participate in a Giving Tuesday event on November 29. They are holding a fund raiser for a second mental health awareness tattoo rally. Kathryn Hitchcock said that there were so many people attending the first rally that they couldn't all be served so they are holding a second one. She stated that Ohio NAMI gave NAMI Clark, Greene and Madison Counties a grant to hold this event.

Greta then referred to item E under her CEO Report, Meeting Process and Travel Reimbursement. Greta explained that to assist the Board in improving the accuracy for meeting minutes, we are requesting that Board members as well as guests and staff sign in at each of the Board and Committee meetings. Greta also asked that whomever is chairing the meeting to please

repeat who the first, seconds and abstentions are to make sure that the correct names are reflected in the minutes.

Next under the CEO Report was the Community Drug Forum which was held at the beginning of November, spearheaded by Dr. Tammy Collins along with our Greene County Drug Coalition members. Greta stated that it was a good turnout with over 100 attending. Greta stated that Dr. Collins did a great job directing and supporting the effort illustrating how addiction is a health condition just like skin cancer. A video of the talk and the panelists was created for future awareness efforts. The panelists were local experts talking about the whole continuum of care: prevention, early intervention, treatment, recovery supports, and overall health promotion. Greta said that Jim Ryan, who consults for the Board, was the narrator of the evening and led the panel discussion.

The next item under the CEO Report was the Brain Health Symposium which Greta attended with Julie Vann, Marilyn Demma and Lauren Ross. Greta stated that Julie Vann is also on the Brain Health Foundation Board and had brought the event to the Board's attention. Former Congressman, Patrick Kennedy, was the keynote speaker. Individuals in long-term recovery and family members from Clark, Greene and Madison Counties attended along with Angela Dugger, Tracey Stute, Judge Cappelli, and Senator Hackett. Marilyn Demma stated that she enjoyed listening to Dr. Peirson who was the morning speaker and that she very much appreciated the opportunity to attend. Lauren stated that she attended only for the luncheon and the keynote speaker portion. She said that Patrick Kennedy is living the effort to remove stigma from mental health. Lauren stated that if Patrick can speak about his challenges then that should encourage others to speak about it. Scott Anger overheard a judge at the Greene County Forum say that hearing Patrick talk was worth being there. Scott also said that, from a law enforcement standpoint, the police don't get to see the good things so when they get to hear from people that have been in recovery and are doing positive things, it gives inspiration. Marilyn added that if any of the family councils or others interested in Dr. Bruce Perry's work, that Dr. Pierson's presentation lines up well with the work that Dr. Perry is doing with repairing brains of young people who suffer from traumatic experiences.

Greta then moved on to the next item, Attorney General Prevention Testimony. Greta stated that she and Dr. Joe Keferl provided testimony and were able to present on October 25, 2016. Her testimony was included in the Board packet. Dr. Tammy Collins created an infographic and Amanda Hampton of Madison County Family Council wrote testimony which were included in the packet provided to the Attorney General Task Force on prevention in schools. Greta stated that, as a follow-up, Tracey Stute is working closely with Amy O'Grady, of the Attorney General's office, to facilitate a visit to either Beavercreek or Xenia in Greene County for legislators to see PAX Good Behavior Game© in process so they can better understand these effective prevention practices. Greta stated that Board staff has reached out to others to submit testimony including school representatives. In Clark County, Tammy recruited a retired school teacher who's on the Substance Use Task Force to write up her experiences.

Greta stated that the Board's Community Plan and continuum of care were approved by the State Department. At present, the state department is holding those 10 boards who did not pass harmless and not withholding funding, but providing technical assistance. Greta stated that our Board is in a good position and we are only going to build upon the existing Continuum of Care. She also stated that things may look different in the spring with how we contract with agencies and the array of the services that will be provided.

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 October 31, 2016. This report is strictly on a cash basis with total cash receipts of \$6,038,643, total disbursements of \$5,487,257, for excess cash receipts over disbursements of \$551,386. Ending fund balance as of October 31, 2016 is \$12,079,384.

The next section was the SFY 2017 Statement of Receipts and Disbursements from July 1, 2016 through October 31, 2016 activity. The General Fund had an ending cash balance of \$1,739,949; special revenue had a balance of \$100,588; and fiduciary had a balance of \$208,862.

Mark stated that all of the required confirmations for the SFY 2016 Agency Audit Update have been sent to the Auditor and agencies. A majority of agencies have reported that they will have a draft audit by December. Mark also stated that the first round of field work was completed in October and they will come a second time to do the single audit evaluation probably sometime in December. Mark projects having the audit done by January 31, 2017.

That concluded the Administrative Report.

MENTAL HEALTH & ADDICTION SERVICES

Lauren called on Kellie Phillips, Presiding Committee Co-Chair, to give the Program Committee report. Kellie stated that the Program Committee met on Tuesday, November 1, 2016 at 5:30 p.m. at the Greene County ESC, 360 East Enon Road, Yellow Springs, Ohio.

Kellie stated that a presentation was given by Teresa Lampl, Associate Director, and Hubert Wirtz, CEO of The Ohio Council, on the topic of the BH Redesign and how it is affecting providers. Kellie said that they presented information about the Council's policy and legislative advocacy efforts as well as support and education for 160 providers and affiliate members across the state. They shared details on anticipated changes, the potential timing of changes, and how the service system and clients could potentially be both positively and negatively impacted. Kellie stated that the Council reported that there is focus more on staff members' credentials and billing practices more than treatment per se. She also stated that it may no longer be possible for people who have criminal histories and are in recovery from alcohol and/or drug or mental health issues to obtain jobs in the field. Kellie said that the Board requested that Teresa and Hubert return in the next four months to give an update to the Committee.

Kellie stated that Dr. Tammy Collins presented a proposal for the Youth Empowerment Initiative. Tammy indicated at the meeting that a Summit would involve youth from all three counties along with the adult allies that supervise the youth-led groups. Kellie stated that Joe Keferl abstained from the vote and she read the recommendation 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 SPEND AN AMOUNT NOT TO EXCEED \$5,587 FROM OHIOMHAS ALLOCATION AND \$2,000 FROM NAMI OHIO FOR COST RELATED TO A BOARD AREA YOUTH LEADERSHIP SUMMIT, AND \$3,000 FROM NAMI OHIO FOR COUNTY YOUTH MOVE ACTIVITIES IN STATE FISCAL YEAR 2017.

IT was MOVED BY JULIE ANTHONY, SECONDED BY ROGER ROBERTS TO AUTHORIZE THE CEO TO SPEND AN AMOUNT NOT TO EXCEED \$5,587 FROM OHIOMHAS ALLOCATION AND \$2,000 FROM NAMI OHIO FOR COST RELATED TO A BOARD AREA YOUTH LEADERSHIP SUMMIT, AND \$3,000 FROM NAMI OHIO FOR COUNTY YOUTH MOVE ACTIVITIES IN STATE FISCAL YEAR 2017.

MOTION CARRIED.

Next, Kellie stated that Tammy presented a proposal for a Risky Business Mini Grant. Tammy stated at the meeting that a mix of residents from all three counties, from schools, the community, provider organizations and juvenile probation had registered. Roger Roberts stated that he attended and it was a really good training. Lauren stated that the Greene County prosecutor contributed funding to the Board to help sponsor the training. Roger stated that he will begin delivering this training starting next month. Kellie said that she and Joe both abstained from the vote and read the recommendation 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 SPEND AN AMOUNT NOT TO EXCEED \$2,000 FOR COST RELATED TO THE RISKY BUSINESS PREVENTION TRAINING IN STATE FISCAL YEAR 2017.

IT was MOVED BY LAUREN ROSS, SECONDED BY BEN HARRISON TO AUTHORIZE THE CEO TO SPEND AN AMOUNT NOT TO EXCEED \$2,000 FOR COST RELATED TO THE RISKY BUSINESS PREVENTION TRAINING IN STATE FISCAL YEAR 2017.

MOTION CARRIED.

Kellie abstained.

Kellie stated that Joe shared that a week ago there was an Attorney General Joint Study Committee on Drug Use Prevention Education held at the Nutter Center. Joe advised that Greta did an exemplary job representing Boards in her testimony before the Committee. Kellie said that on November 22, 2016 Greta, Roger and Joe will be in Columbus to meet with BWC folks to discuss opioid use and injured workers.

That concluded the Program Committee Report.

EXECUTIVE COMMITTEE

Lauren, Presiding Chair, stated that the Executive Committee met on Wednesday, November 16, 2016 at 7:30 a.m. at the MHRB Administrative Offices, 1055 East High Street, Springfield, Ohio.

Lauren stated that the meeting began with Nancy Boop reviewing the Summary of Current Insurance Coverages. Nancy stated that she works with three different agents to provide complete insurance coverage for the organization, its Board of Directors and staff and meets with each agent at least annually or more frequently if needed.

The next item on the agenda was the new Human Resources Policy #50 – Interns. At the meeting, Greta explained that Interns bring expertise from local educational institutions to provide assistance on special projects and this administrative experience exposes interns to the public behavioral health system and helps with workforce development. Michelle Humphrey stated at the meeting that the Board needs to have a policy in place to move forward. This policy states that the Board will provide unpaid intern opportunities to eligible persons when the Board's need and the individual's interest and ability can be appropriately matched.

Lauren then asked Michelle to review a proposed new Human Resources Policy #51 Confidentiality. Michelle stated that the Board has in place a HIPAA Confidentiality Policy, but does not have a confidentiality policy in regards to electronic systems, hard copy records and reports, direct client contact, observation, verbal communications and employee pay records. This proposed policy states that all employees and interns must respect the confidentiality of information by not revealing it unless necessary in the performance of job duties. Greta added that this policy references the public record policy already in place.

Mark Huff was then asked at the meeting to explain the proposed revisions to the Board's Policy #18 Service Unit Pricing. Mark stated that this policy was created in 1999 with the implementation of the Multi Agency Community Services Implementation System (MACSIS). With the implementation of Behavioral Health Redesign, including the new continuum of care and Medicaid changes, this policy is outdated. Mark reviewed the proposed changes to this policy including 1) using generally accepted accounting principles (GAAP) for the development of costs for the various types of services, 2) the Board may utilize Medicaid rates for Medicaid-eligible services that are provided to Board clients and 3) payment methods may include fee-for-service, cost reimbursement, grant or other funding methods.

Greta and Mark then explained that based on the Service Agreements between provider agencies and the Board, all new Board policies or revisions to current Board policies require the Board to notify each agency in writing at least twenty-one days prior to any Board meeting at which action on any policy shall be considered. Action will be taken at the January Board meeting.

Next at the meeting, Michelle reviewed a proposed new Board Policy #30 – Conflict of Interest. The purpose of this policy is to protect the Board's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a Board member and/or staff. The Committee asked that the policy include a reference to the Ohio Ethics Laws and that Board members and staff complete an Affidavit after the policy is approved in January and annually thereafter at the beginning of each new fiscal year. Action will be taken at the January Board meeting.

The next item on the agenda was a recommendation to modify Board policies. The modification was to change the terminology in two areas: 1) any reference to Multi Agency Community Services Implementation System (MACSIS) will be changed to Claims Processing System and 2) any reference to Uniform Cost Report (UCR) Rate will be changed to Negotiated Rate. Since this change does not affect the purpose or content of any policy, staff suggested that the Board take action on this immediately.

Lauren stated that the last item on the agenda was Board member recruitment. She said that Greta referred the committee members to Policy #20 Board Appointments. Greta explained that the Board is losing three members in December of this year with future vacancies occurring at the end of the fiscal year. She then reviewed the process of recruitment and the proposed changes to the policy. Members discussed recruiting potential Board members from all three counties, with an emphasis in diversity, representation from different geographic areas, and expertise, including a person in recovery. Board members agreed that this strategy facilitates the ability of the appointing authority to make an informed decision. Lauren suggested that Greta reach out to potential members, talk about the role and responsibilities of the Board, and she and Greta would then meet to discuss.

Last, Lauren stated that the Executive Committee recommended that, similar to what is done in the summer months, if the Board is comfortable, that it delegate to the Executive Committee authority to act on behalf of the full Board during the month of December. This suggestion came about because of personnel changes and some ideas that Greta has going forward that might entail changing the Table of Organization. For example, Greta explained that looking at current staff, community needs, and Board priorities that it might make more sense to have only one Program Director and two Assistant Directors. Greta is looking at bringing on evaluation and communications expertise. Greta said that she will present a proposal to the Board at the Executive Committee in December. Lauren assured the membership that whatever is decided, the Board will not spend any more money than what is already allocated in terms of personnel.

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 NOVEMBER 16, 2016. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY ROGER ROBERTS, SECONDED BY SCOTT ANGER TO RATIFY AND CONFIRM THE ACTION TAKEN BY THE EXECUTIVE COMMITTEE ON NOVEMBER 16, 2016.

MOTION CARRIED.

That concluded the Executive Committee meeting report.

MISCELLANEOUS

None.

AUDIENCE PARTICIPATION

Mark Huff reminded the membership that December 15, 2016 is the deadline for travel reimbursement. Travel sheets need to be submitted to Donna Hart.

BOARD MEMBER COMMENTS

Ben Harrison mentioned that there was an article in the Dayton Daily News regarding the prevention of diseases. The article stated that some doctors' offices are going to ban children and adults from their practice who have not been immunized against communicable diseases. He expressed concern about people not seeking help when they need it most, and how this might negatively impact systems of care.

Scott Anger stated that as of January, he will be retiring from his current position and taking another position as the Director of the Agencies for Combined Enforcement for Greene County. Board members and staff congratulated Scott on his new position.

ADJOURNMENT

A MOTION WAS MADE BY MARILYN DEMMA AND THE MEETING WAS ADJOURNED BY CHAIR, LAUREN ROSS.


Kellie Phillips, Secretary


Michelle Humphrey, MHR Board Staff