

MINUTES – January 17, 2017

The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Tuesday, January 17, 2017 at 6:13 p.m. at Clark State Community College, LRC Room 207, 570 E. Leffel Lane, Springfield, Ohio.

PRESENT: *Lauren Ross, Chairperson, Presiding; Julie Anthony, Lexie Boblitt, Marilyn Demma, Dr. Linda Griffith, Jim Hutchins, Kim Michael, Kellie Phillips, Julie Vann, Patrick Williams*

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

GUESTS: *Patty Abbott, Peer Supporter
Chya Barrett, Peer Supporter
Kathy Brinkman, MHS for Madison County Peer Recovery Coach
Ashley Harris, Peer Supporter/Safe Harbor
Amber Hartman, Peer Supporter
Sherri Taylor, Peer Supporter
Chris Moorman, Greene County
Jason Moorman, Greene County
Shannon Moorman, Peer Supporter
Holli Wessendorf, Peer Supporter
Debra West, Peer Supporter
Nichole Worthington, Peer Supporter*

OPENING REMARKS

Lauren Ross, Chairperson, called the meeting to order and thanked everyone for coming and asked members of the audience to introduce themselves. Lauren recognized the Peer Supporters in the audience who were graduates of the 2016 Peer Recovery Supporters training. A reception in their honor was held before the Board meeting from 5-6pm. Lauren thanked them for coming and they were excused.

APPROVAL OF MINUTES

The Board Minutes for the November 21, 2016 MHRB meeting were reviewed.

IT was MOVED BY JULIE ANTHONY, SECONDED BY LEXIE BOBLITT TO APPROVE THE MINUTES FOR THE NOVEMBER 21, 2016 BOARD MEETING AS SUBMITTED.

MOTION CARRIED.

REVIEW OF ACCOUNTS PAYABLE REGISTER

Lauren asked the Membership to review Attachment B, Accounts Payable Register. Lauren questioned the item "Return of FY 2016 Cluster Unused Funds." Mark Huff explained that the Cluster group chose not to carry the money forward this year and were returned to the funders, Clark County Juvenile Court and Clark County Family Council.

CEO REPORT

Lauren called on Dr. Greta Mayer to give the CEO report. Greta began her report by thanking the membership for coming early to recognize the Peer Supporters. She stated that it has been an ongoing commitment of the Board to bring in people with lived experience; it fits with our Recovery Oriented Systems of Care initiative. Peer recovery support efforts help those engage in care initially, retain those early in recovery, help navigate the system of care, and sustain recovery. Greta said that supporters are needed to complement the existing system of care and help improve it. Greta also stated that Kathy Brinkman of Mental Health Services for Madison County is a trainer of trainers, which helps build workforce capacity of Peer Supporters within our region. She also stated that Kathy has been a phenomenal leader with Mental Health Services and Board staff. For example, she assist in cases where individuals are ambivalent about walking through the door of Open Access for an assessment. Greta said that Mental Health Services in Clark County and TCN Behavioral Health Services are hiring Peer Supporters for their facilities. She stated that Adrienne Miller, Board staff, is designing a learning community to keep peers engaged in the system and help them continue to sharpen skills, promote employment, and develop leadership skills. Lauren asked if this program or something similar exists in other parts of the state. Greta said that there are similar initiatives in other board areas and that our Board was an early adopter of the practice.

Greta then stated that the annual Legislative Day sponsored by the Ohio Association of County Behavioral Health Authorities (OACBHA) is on January 31, 2017. She distributed an agenda including a membership meeting in the morning, awards luncheon, and then meetings with our elected officials are scheduled in the afternoon with Representative Bill Dean from Xenia, Representative Rick Perales from Beavercreek, Representative Kyle Koehler from Springfield and Senator Bob Hackett of London. Greta said that these meetings in the past have been very productive. Greta has invited Tracey Stute, Board staff, to attend these meetings and extended the invitation to Board members as well. Marilyn Demma asked Greta to share with the Board a list of the priorities that come out of the morning meeting and she agreed to do so. Lauren said that some people in the community feel "it's a waste time saving addicts with Narcan", but listening to the success stories of the Peer Supporters this evening proves that recovery works. Dr. Linda Griffith heard a speaker state that people complain about the revolving door and stated that, at some point, people will get out of that revolving door and stay in treatment and that every time the individual is in treatment they learn a little more until they are ready to commit to long-term recovery. Board members discussed the importance of communicating in new and different ways that treatment works and people recover.

Next, Greta discussed the new Conflict of Interest form. She stated that several things occurred to lead to revising our policy and having an annual review of what potential conflicts could exist for staff and Board members. The roles, responsibilities and legal duties of Board members were reviewed at the Board Member Empowerment Summit and an annual disclosure best practice was discussed. Greta stated that the Board deals with several providers and contract agencies and those agencies change over time. Additionally, Board and staff members are very involved in community organizations and efforts. Members may need to recuse themselves from a particular discussion and vote, for example. She said that Peer Certification and the Auditor of State training for the Behavioral Health Handbook led staff to review Board Policies with the Executive Committee and develop a form for the membership to sign annually which clearly states what the Ohio Revised Code requires. Lauren suggested distributing the Conflict of Interest Policy annually also and consulting with legal counsel about proper use of the form.

Greta then reviewed the Board Evaluation results and stated that a third of the Board participated. All answers were positive range. She suggested some improvements in the area of growth: increasing participation of all Board members in discussions; improving attendance; and focusing on policy rather than management issues. She then referred to the question on the form, "Do Board members leave the meeting with a feeling of accomplishment?" Greta began the discussion with what the Board members do at the meetings matters such as making policy decisions about funding for initiatives. Julie Vann stated that when things happen at the meetings like recognizing the Peer Supporters, that gives the membership a sense of accomplishment. Lauren asked the membership if they were satisfied with the Program Committee structure; if it moved too much of Board business to a committee or interaction with agencies. Kellie Phillips stated that she felt there was a good diverse representation from the organizations that present at the Program Committee meetings. Marilyn Demma said that in the past there have been times when she felt like the allocation process was redundant. Lauren suggested that she and the chairs of the committee come up with some guiding points or questions for presenters. Greta asked that she get feedback as soon as possible because the annual funding cycle begins next month. Greta thanked Board members for their suggestions and stated that her door is always open for feedback.

Last, Greta stated that the 2017 Board Retreat will be in Madison County on Saturday, March 18 from 8am to 4pm at Brennan's Loft in downtown London. She said that the membership will be reviewing the Strategic Plan and Cheri Walter and Liz Heinrich from OACBHA will be the presenters. Greta said that there will also be a refresher on Board members' roles and responsibilities.

That concluded the CEO report.

ADMINISTRATIVE

A. MHR Board Financial Update

Lauren called on Mark Huff to review the MHRB 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 December 31, 2016. This report is strictly on a cash basis with total cash receipts of \$7,370,584, total disbursements of \$8,100,095, for cash receipts under disbursements of \$729,511. There was a prior year refund of \$157,424 from Mental Health Services for Clark and Madison Counties that was not used for inpatient services leaving total

cash receipts under disbursements of \$572,087 for an ending fund balance as of December 31, 2016 of \$10,955,911.

The next section was the SFY 2017 Statement of Receipts and Disbursements from July 1, 2016 through December 31, 2016 activity. The General Fund had an ending cash balance of \$429,581; special revenue had a balance of \$334,614; and fiduciary had a balance of \$208,862.

The next section Mark reviewed was the Budget to Actual – Administration Budget Summary for SFY 2017 activity through December 31, 2016. This report reflected total cash disbursements of \$672,154.

The next section reviewed was Budget to Actual – Facility Summary for SFY 2017 activity through December 31, 2016. Year to date actual expenses were \$420,249 against the annual budget of \$881,547 for a 52% remaining balance.

The last section reviewed was the Cash Position (Actual and Projected) for period ending December 31, 2016. This report projects that by this time next year, the combined cash balance of the General and Special Revenue funds will be around \$8.9 million.

B. Policies Recommendation

At the November Board meeting, the membership reviewed revisions to Board policies and one new policy. This was considered the “1st Reading”. Based on the service agreement with our providers, these policies were sent to them for review and comment. No comments were received from the contract providers. Lauren read the recommendation.

THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVES THE POLICY REVISIONS AND ONE NEW POLICY EFFECTIVE IMMEDIATELY. BELOW IS A LIST OF THESE POLICIES:

- a. **Policy #18 Service Costing**
- b. **Policy #20 Board Appointments**
- c. **Policy #30 Conflict of Interest (New)**

IT was MOVED BY KELLIE PHILLIPS, SECONDED BY KIM MICHAEL TO APPROVE THE POLICY REVISIONS AND ONE NEW POLICY EFFECTIVE IMMEDIATELY.

MOTION CARRIED.

That concluded the Administrative Report.

EXECUTIVE COMMITTEE

Lauren, Presiding Chair, stated that the Executive Committee met on Wednesday, December 14, 2016 at 7:30 a.m. at the MHRB Administrative Offices, 1055 East High Street, Springfield, Ohio.

Lauren stated that the committee met to approve the revisions to the MHRB Table of Organization to reflect administrative staff changes due to a program staff resignation. The full Board delegated this task to the Executive Committee at its regular November 2016 meeting and gave the committee its full authority to take action on the matter.

Lauren asked Greta if there has been any progress made on filling the new Evaluation & Impact Coordinator position. Greta stated that the position has been posted and a number of applications have been received and two promising interviews have occurred so far. She said that there will be a second posting and the timeframe for a response will be extended.

The committee also reviewed the Revised Human Resource Policy #41 – Health & Safety Management. Lauren explained that Board staff met as a Safety Committee and proposed revisions to the policy to match reality. Lauren stated that Nancy Boop described some of the physical improvements in the electronic security system currently in place at the Board office. Greta stated that the new system won't be ready for use until the necessary permits are received from the City of Springfield. She said that there will be a notice sent to provider agencies and stakeholders when the new system is in place. Patrick Williams suggested to Greta that, in case of a power outage or some other catastrophe, there be a backup plan, i.e., battery backup, etc. Greta stated that she will speak with MegaCity about that during phase 2 of the installation.

That concluded the Executive Committee meeting report.

MENTAL HEALTH & ADDICTION SERVICES

Lauren called on Marilyn Demma, Presiding Committee Co-Chair, to give the Program Committee report. Marilyn stated that the Program Committee met on Tuesday, January 3, 2017 at 5:30 p.m. at the Greene County ESC, 360 East Enon Road, Yellow Springs, Ohio.

Marilyn stated that the committee revisited the Madison County School Mental Health Project and renewing the contract with Dr. Dawn Anderson-Butcher in amount of \$18,000 for State Fiscal Year 2017.

The second item on the agenda was the Working Partners Drug-Free Community Initiative. Dr. Tammy Collins provided an overview at the meeting of the Working Partners program. She shared that the Board applied for and was awarded a competitive state grant in the amount of \$20,000 which Springfield was targeted, based on identified workforce community needs. The grant will address the economic threat of substance abuse by employees and job seekers. Marilyn stated that a motion to authorize spending the grant award of \$20,000 was presented.

Marilyn read the combined recommendation.

THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN BY THE PROGRAM COMMITTEE MEETING ON JANUARY 3, 2017. THE INDIVIDUAL MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY LINDA GRIFFITH, SECONDED BY JULIE ANTHONY TO RATIFY AND CONFIRM THE ACTION TAKEN BY THE PROGRAM COMMITTEE ON JANUARY 3, 2017.

MOTION CARRIED.

That concluded the Program Committee Report.

MISCELLANEOUS

None.

AUDIENCE PARTICIPATION

None.

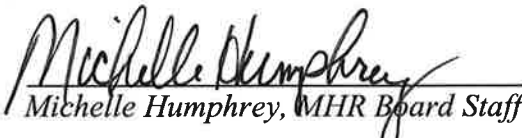
BOARD MEMBER COMMENTS

None.

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