

MINUTES – October 16, 2017

The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Monday, October 16, 2017 at 6:00 p.m. at CareerConnectEd, 700 S. Limestone Street, Suite A, Springfield, Ohio.

PRESENT: *Julie Anthony, Chairperson, Presiding; Lexie Boblitt, Florence Coleman, MD, Marilyn Demma, Linda Griffith, MD, Chief Jim Hutchins, Chief Mark Kidd, Stephen Massey, Kim Michael, Kellie Phillips, Patrick Williams*

ABSENT: *Ben Harrison, Dr. Joseph Keferl, Lauren Ross, Esq., Julie Vann*

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

GUESTS: *Captain Lee Graf, Springfield Police Department
Commander Paul Weber, Clark State Police Academy*

OPENING REMARKS

Julie Anthony, Chairperson, called the meeting to order and thanked everyone for coming. She then asked the membership and audience to introduce themselves.

APPROVAL OF MINUTES

The Board Minutes for the September 18, 2017 MHRB meeting were reviewed. There were no comments.

IT was MOVED BY KELLIE PHILLIPS, SECONDED BY JIM HUTCHINS TO APPROVE THE MINUTES FOR THE SEPTEMBER 18, 2017 BOARD MEETING.

MOTION CARRIED.

REVIEW OF ACCOUNTS PAYABLE REGISTER

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

CEO REPORT

Julie called on Dr. Greta Mayer to give the CEO report. Greta explained that she would be reordering her report to allow time for new Board member, Dr. Florence Coleman, to arrive and be sworn in. She also stated that Marilyn Demma's second term as a Board member was verbally approved by the Ohio Department of Mental Health & Addiction Services (OhioMHAS) and the official acceptance letter would be coming soon.

Greta then moved on to item 2 – Crisis Intervention Team (CIT) Training Recognition. She thanked Tracey Stute for leading a planning committee to ensure that CIT was successful again this year, as evidenced by feedback, new interactive learning features, and that the course was well-attended by law enforcement from a variety of departments. She then turned the meeting over to Tracey Stute who introduced Captain Lee Graf who served as a member of this year's planning committee. Captain Graf stated that he oversees the Uniform Patrol Services with the Springfield Police Department. He said that he is a proponent of CIT and completed the course last year. Captain Graf stated that the planning committee is proactive with a goal to improve their product; he complimented Tracey and the committee. He said that the Springfield Police Officers use crisis intervention training every day and that often, the officers are the front line in mental health service calls.

Captain Graf then described an incident involving CIT Officer of the Year, Joey Robinson. He stated that Officer Robinson was able to assess and defuse the situation because of his CIT training. Captain Graf stated that he and the officers are glad that CIT training is offered and provided in an economical way. He then introduced Commander Paul Weber from Clark State Police Academy and added that instructors in the Academy are now teaching CIT, which allowed Commander Weber to attend.

Commander Weber stated that he spent 30 years with the Ohio State Highway Patrol beginning in the early 1980s. He explained that back then, the only training given dealing with mental health issues was "to be on alert because they are aggressive and they fight". Commander Weber stated that unfortunately, he spent a lot of his career dealing with that mentality and a lack of training. He said that after retirement, he began at the Academy and after six months, the Ohio Police Officer Training Academy (OPATA) described the CIT class with a civilian panel which included a mental health expert and people who have experienced mental health issues. Commander Weber described the positive impact that the panelists have had on him and his students. He said that he was very impressed with the CIT training, its curriculum, and wished that he had this training years ago. Commander Weber stated that he is incorporating some CIT components into his own classes. Last, he said that there is more to a situation than just dealing with the person, taking them to jail if there is a problem, or taking them to the hospital. Stephen Massey stated that he was impressed by their presentation and that CIT gives the Board an opportunity to continue to advocate for law enforcement. Dr. Linda Griffith stated that hearing from Captain Graf and Commander Weber gave her a sense of hopefulness in that the men and women in the Academy are learning this skillset early in their training.

The next item was 3 – Drug-Free Workforce Press Conference & Technical Assistance Report. Greta described that she presented along with Kristina Downing, a local Springfield small business leader at a press conference held at the Statehouse on this initiative. She stated that the Board received recognition for Springfield/Clark County receiving the grant, growing business interest, and planning to sustain it. In addition to the COO of Express Temporary Employment, Greta stated that Dole representatives were in attendance; both small and large employers attended the first Drug-Free Workforce (DFWF) Community Initiative technical assistance training. Greta said that Kristina spoke about how businesses can benefit from understanding the

issues with substance use in the workplace. She spoke very highly of the training and how it impacted her personally and professionally. Kristina is also a member of the Clark County Substance Use Prevention, Treatment and Support Coalition. Tracey added that a total of nine businesses have been trained over the course of two trainings and a third training will be scheduled in January. Tracey also stated that the Board has access to data from the community survey which she will share at a later date. Greta said that she and Tracey are advocating for the state department to continue funding the initiative so that the training could be brought to Madison and Greene Counties. Greta then played a video that is shown during the DFWF training that describes addiction as a brain disease, that addiction affects a variety of people, and that the course gives employers foundational knowledge about substance use in the workplace, including prevention, early intervention, and second chance opportunities.

Next was item 4 – Mental Health Foundation/MHRB Luncheon. Greta stated that the non-profit Clark County funding arm of MHRB, Mental Health Foundation (MHF), held a meet-and-greet-luncheon with several of the MHR Board members. Kellie said that while she is not from Clark County, that it was interesting to learn about the Foundation and how it helps fund special projects which aren't typically included in agencies' budgets. She would like to see something like this happen in Greene County. Greta thanked Kellie as well as Kim Michael, Patrick Williams, and Julie Vann who were also in attendance.

Greta then referred to item 5 – Recognizing Exceptional People Event Planning 2018. She reminded the Board that this is an annual event to recognize people in the community and our agency partners who are doing exceptional work to serve mental health and addiction populations. Greta said that the 2017 event was moved from June to September. She asked for volunteers from the membership to participate in helping with the event planning next year and to let her or Michelle Humphrey know if members are interested.

Next, Greta stated that she just received a letter from the State Department indicating that the Board's Community Plan Update for State Fiscal Year 2018 was approved as of August. Greta explained that this is the contract between the Board and the state to receive state and federal funding.

Greta then stated that a HOPES Roundtable with Representative Sprague was held October 16 at Wright State University to address opiate addiction across the state. She said that Rep. Sprague has been an advocate and was critical in getting additional legislation passed including funding. There were several representatives present and Greta was able to testify along with Board members Captain Scott Anger and Dr. Joe Keferl. Dottie McNeal from McKinley Hall and the medical director from Women's Recovery Center were also in attendance and testified about strengths and challenges in the current system of care. Greta said that there is also an opportunity to provide written recommendations. She reminded Board members about Dr. Keferl and the Drug Enforcement Agency (DEA)'s 360 Event at the Nutter Center this evening and that the MHRB will be represented by Captain Anger and Adriane Miller is staffing an informational table.

Greta reminded the Board about two trainings held at Soin Medical Center on Friday, October 27, one is all day on the opiate epidemic and is sponsored by the Center for Disaster Mental Health. The evening event begins at 5:30 p.m. and is sponsored by the Greene County Drug-Free Coalition for elected officials, which features local experts including the Greene County Coroner who are bringing "Humanity and Data to the Opiate Epidemic".

Next, Greta stated that the Antioch University Barry Meier event that had been postponed from May has been rescheduled to November 2, 2017 at Sinclair College. She said that she will be one of the panelists. She recruited several participants to represent our region, including Chief Nick Heimlich of Springfield Fire & Rescue; Eric Mata from CareSource who received treatment through McKinley Hall and is a Springfield resident in long-term recovery; Amy Pulver, Executive Director of The Hope Spot in Greene County; and Brad Silvus, Greenon Superintendent as well as Co-Director of Family of Addicts (FOA) Clark County. Greta explained that there will be a master class held November 2-3, 2017 with award winning film makers and producers to assist those in recovery in how to effectively tell their story. She also said that if any Board members would like to take the master class to let her know this evening.

Last, Greta said that there was a need to tentatively schedule a Buildings & Grounds Committee meeting and a Board meeting in December because of timing with mental health and recovery housing capital projects. Greta suggested scheduling it and if it's not needed, the meetings could be delayed until January. Julie Anthony stated that she would not be available on Friday, December 1. Greta suggested using the Program Committee regular meeting time on Tuesday, December 5 at 6 p.m. held here. Dr. Linda Griffith suggested that the Board vote to authorize the Buildings & Grounds Committee to act on behalf of the Board during December for this purpose, rather than holding an additional meeting in December. Greta added that other time-sensitive business is possible and could be included within this agenda packet. The membership agreed and Linda read the recommendation.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE STATE FISCAL YEAR 2018 BUILDINGS & GROUNDS COMMITTEE TO ACT ON BEHALF OF THE FULL BOARD IN THE MONTH OF DECEMBER 2017 REGARDING CAPITAL PROJECTS AND OTHER TIME SENSITIVE BUSINESS ITEMS.

IT was MOVED BY LINDA GRIFFTH, SECONDED BY MARILYN DEMMA TO AUTHORIZE THE STATE FISCAL YEAR 2018 BUILDINGS & GROUNDS COMMITTEE TO ACT ON BEHALF OF THE FULL BOARD FOR THE MONTH OF DECEMBER 2017.

MOTION CARRIED.

That concluded the CEO report.

ADMINISTRATIVE

Julie 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 September 30, 2017. This report is strictly on a cash basis with total cash receipts of \$6,197,048, total disbursements of \$5,124,507, other financing receipts/(disbursements) of \$0 for excess cash receipts over disbursements of \$1,072,541. Ending fund balance as of September 30, 2017 is \$12,404,776.

The next section was the Statement of Receipts and Disbursements for Fiscal Year 2018 activity. The General Fund had an ending cash balance of \$1,872,571; special revenue had a balance of \$222,105; and fiduciary had a balance of \$157,242.

Next, Mark asked Donna Hart to review the Budget to Actual – Administration Budget Summary for SFY 2018 activity. Current period actual expenses are \$372,624; total budget is \$1,654,987 with 77% remaining.

Last, Donna reviewed the Budget to Actual – Facility Budget Summary for SFY 2018 activity. Current period actual expenses are \$179,936; total budget is \$897,774 with 80% remaining.

Julie then called on Greta to review New Board Policy #100.04 – Conflict of Interest. Greta explained that the policy was to promote compliance, by the Board's governing board members and employees, with the conflict of interest requirements set forth in Ohio law, regarding their relationships, actions and interests. She also said that this new policy is in line with the updated Ohio Department of Mental Health and Addiction Services' Board application which all members will be required to fill out. Julie asked if the membership had any questions or comments and stated that this was the first reading; the membership will vote to adopt the policy after the second reading at the November Board meeting.

That concluded the Administrative Report.

MENTAL HEALTH AND ADDICTION SERVICES

Julie called on Kellie Phillips, Committee Co-Chair, to give the report. Kellie stated that the Program Committee met on Tuesday, October 3, 2017 at 6:00 p.m. at the CareerConnectEd, 700 South Limestone Street, Springfield.

Kellie stated that the first item on the agenda was a recommendation for Madison County Recovery Housing in the amount of \$47,058. The second item was an allocation to London Recovery Project in the amount of \$12,683. The third item was an allocation to Madison County Department of Family & Children in the amount of \$5,587. The next item was an allocation in the amount of \$40,000 to various vendors for a Clark County Community Collective Impact Model for Change initiative. Kellie stated that under Miscellaneous, Greta shared a calendar of events that will be updated each month and distributed with the Program packet. Kellie 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 OCTOBER 3, 2017. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY KIM MICHAEL, SECONDED BY LINDA GRIFFITH TO RATIFY AND CONFIRM THE ACTIONS TAKEN BY THE PROGRAM COMMITTEE ON OCTOBER 3, 2017.

MOTION CARRIED.

COMBINED FINANCE, BUILDINGS & GROUNDS AND EXECUTIVE COMMITTEES

Julie stated that the Finance, Buildings & Grounds and Executive Committees met on Friday, October 6, 2017 at 7:30 a.m. at the administrative offices of the Mental Health & Recovery Board of Clark, Greene and Madison Counties, 1055 E. High Street, Springfield, Ohio.

Julie stated that Greta reviewed with the membership the series of events surrounding the need to install a new sewer line at the Madison County Serenity House costing the MHRB \$20,000. She then said that Nancy Boop gave an update on discussions with the Board attorney and realtor, Liz Finchum. Nancy had told the Committee that Liz Finchum's firm would be willing to discuss a partial settlement with the Board; however, the group did not recommend this approach. Next, Nancy reviewed Phase 1 and 2 of the McKinley Hall Facility Expansion project. Nancy explained that the project had many delays but bidding occurred in late spring of this year, construction started in early summer and the anticipated completion date is January 2018. Phase 2 includes renovating Board owned property located at 2608 East High Street to convert it into recovery housing.

Julie stated that next on the agenda was a motion to approve the calendar year 2018 estimated revenue and appropriations to the county auditor's office. Julie had directed Mark Huff, Board staff, to review the documents supporting the motion. She stated that Mark highlighted changes to the projections over the course of the five years in detail for the three counties and walked members through each of the three counties' five-year projections individually.

Next, Julie stated that Mark reviewed the state fiscal year 2018 Revenue Sources attachment. The documents showed the revenue needed to support the budgeted expenditures for the current year and explained the various reports that broke down the revenue in different ways.

Julie said that Mark then reviewed Board Policy 300.01 – Cash Management. Mark explained that the Board cash reserve minimum is 1.5 to 2 months of operating expense. Julie stated that the Committee felt that this was an adequate amount of available funding. They concluded that there were no revisions recommended to this policy.

Next, Julie stated that Greta reviewed the proposed revisions to the Conflict of Interest Policy. Greta had requested that Attorney Shaynak-Diaz draft a revised policy, affidavit, and supporting documentation for Board member review this fall. As previously stated, Julie said that the Committee suggested no changes and the first reading was to take place at the October full Board meeting.

Julie said that the last item was review of current insurance coverages presented by Nancy Boop. Nancy described the types of coverages and stated that most were for a three-year term. Nancy also stated that she and Greta will be meeting with the local agent to review the coverages and renew the policies. Julie then read the recommendation.

THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN BY THE COMBINED FINANCE, BUILDINGS & GROUNDS AND EXECUTIVE COMMITTEES ON OCTOBER 6, 2017. MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY JIM HUTCHINS, SECONDED BY STEPHEN MASSEY TO RATIFY AND CONFIRM THE ACTIONS TAKEN BY THE PROGRAM COMMITTEE ON OCTOBER 3, 2017.

MOTION CARRIED.

MISCELLANEOUS

Greta introduced Dr. Florence Coleman who was appointed to the Board by the Greene County Commissioners. She asked that the membership introduce themselves and then asked Michelle Humphrey to administer the oath of office. Dr. Coleman said that she lives in Beavercreek, is a psychiatrist at the Veteran's Administration and that she is looking forward to working with the Board. Linda stated that she has known Dr. Coleman for several years and is excited to be working with her.

AUDIENCE PARTICIPATION

None.

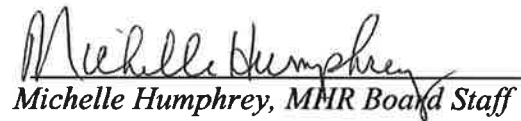
BOARD MEMBER COMMENTS

None.

ADJOURNMENT

A MOTION WAS MADE BY LINDA GRIFFITH AND THE MEETING WAS ADJOURNED BY CHAIR, JULIE ANTHONY.


Jim Hutchins, Secretary


Michelle Humphrey, MHR Board Staff

