



MINUTES – January 16, 2018

The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Tuesday, January 16, 2018 at 6:00 p.m. at Career ConnectEd, 700 S. Limestone Street, Suite A, Springfield, Ohio.

PRESENT: *Julie Anthony, Chairperson, Presiding; Captain Scott Anger, Dr. Linda Griffith, Chief Jim Hutchins, Stephen Massey, Kim Michael, Kellie Phillips, Lauren Ross, Esq., Julie Vann*

ABSENT: *Lexie Boblitt, Dr. Florence Coleman, Marilyn Demma, Ben Harrison, Dr. Joseph Keferl, Chief Mark Kidd, Patrick Williams*

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

GUESTS: *None.*

OPENING REMARKS

Julie Anthony, Chairperson, called the meeting to order and thanked everyone for coming.

APPROVAL OF MINUTES

After a quorum was met, the Board Minutes for the November 20, 2017 MHRB meeting were reviewed. There were no comments.

IT was MOVED BY LINDA GRIFFITH, SECONDED BY SCOTT ANGER TO APPROVE THE MINUTES FOR THE NOVEMBER 20, 2017 BOARD MEETING.

MOTION CARRIED.

REVIEW OF ACCOUNTS PAYABLE REGISTER

Julie asked the Membership to review Attachment B, Accounts Payable Register. Dr. Linda Griffith asked for clarification on vendors, including how to reduce costs for a Clark County facility. She also inquired about “Subscription renewal-My Outcomes” and Tracey Stute explained that the expense was for a data package to track implementation of Feedback Informed Treatment. Last, Linda asked about the vendor, Go Daddy. Mark Huff explained that the Board purchased the Great Office Solutions Helper (GOSH) domain name from them. Julie Anthony

then questioned why the “GOSH.318 services through September” number was in lighter print and in parentheses. Mark explained that because the Board is grant funding treatment services for fiscal year 2018, this amount was a fiscal year 2017 retroactive Medicaid treatment service invoice and the County processed the amount as a credit memo.

CEO REPORT

Julie called on Dr. Greta Mayer to give the CEO report. Greta began her report with an update on Item A - Madison County Recovery Housing Community Housing Impact & Preservation (CHIP) Grant. She explained that the Board was notified that the grant request submitted to Ohio Housing Trust Fund in March 2017 was approved. The request of \$38,000 was to be used for improvements to the Madison County Serenity House. Greta stated that the improvements included repairs/replacement for the front porch and railings; HVAC replacement; roof replacement and fascia/gutter/downspouts repairs; and hot water heater replacement. Greta further explained that a \$2,500 Board match is required to receive the award. One of the two furnaces had to be replaced in September at a cost of \$2,585, so the Board requested that this expense be used as a match and it was approved. Greta explained that the Board doesn't yet know how the money will flow and a recommendation would be brought to the Board, if necessary.

Greta then gave an update on Item B - McKinley Hall Recovery Housing. Greta stated that there are capital funds through the Ohio Department of Mental Health & Addiction Services (OhioMHAS) that, with a reduced match amount, the Board could pull down greater recovery housing dollars from the state than in the past. Greta explained that in the past it was a 50/50 percent match and this rate is now 70/30. She stated that the Board had expedited approval of a \$75,000 match to pull down \$225,000 from the state specifically to expand recovery housing in Clark County. Greta said that Wendy Doolittle, CEO of McKinley Hall, had agreed that she would take ownership of the recovery houses. Greta further explained that she, Nancy Boop and Tracey Stute toured several houses and selected two homes located at 1101 and 1130 North Fountain Avenue in Springfield which are now under contract. One house sold for more than was offered, but the McKinley-MHRB leadership agreed that a portion of the match amount originally to be used toward furnishings, could be accessed to make up the difference. Greta had contacted Chief Jim Hutchins to discuss the nearby University and community environment. Jim stated that there is an ongoing concern about off-campus drug trafficking that occurs near the houses. On the positive side, he said that because the area is patrolled by both the city and Wittenberg University Police, there are more deterrents. Lauren Ross, Esq. asked if there will be a zoning issue and Greta stated that Nancy Boop had researched the zoning certificate and that they are zoned residential. She stated that appropriate zoning will be a part of the application to OhioMHAS; inspections on the second house still need to occur. Jim did not believe that the 1101 house had been zoned for University housing. Board members discussed potential safety concerns for both residents of University housing and the recovery house. Greta added that this may be an opportunity for education. Lauren stated that the recovery house may turn out to be good for the neighborhood. Steve Massey asked if Board members will have an opportunity to tour the houses and Greta said that she would connect with Wendy Doolittle and find an appropriate time, prior to residents moving. Kellie, Kim and Jim also expressed interest in a tour. Lauren suggested having an open house and celebratino prior to residents moving in.

Next, Greta stated that the annual Board Retreat will be held on Saturday, March 24, 2018 from 8am to 4pm with the March Board meeting being held at the end of the Retreat. She said that staff is looking at Cedarville College as a possible venue. Greta said that Susan Wilkie from

the Ohio Ethics Commission would not present on a Saturday nor to a group smaller than 50-70 people. Greta has reached out to Christina Shaynak-Diaz, the attorney who wrote the Board's Conflict of Interest Policy, and she is available that date and interested in presenting on Board ethics. Greta said there will also be updates on the Board's strategic plan, including the communications plan.

Last, Greta stated that she, Julie Vann, and Dr. Coleman attended an evening governance training event at Mental Health Recovery Services Board of Warren & Clinton Counties. Greta said that she has been meeting with the Warren Clinton Executive Director, Brent Lawyer, along with other Board CEOs in our region to talk about ways to collaborate and garner efficiencies. She stated that the Warren Clinton Board is learning the Carver Model of Policy Governance with the assistance of consultant and former Board Director Dr. John Bohley. Dr. Carver is a clinical psychologist who developed the model. Julie Vann stated that she thought the training was interesting, but felt like our Board is well organized, and that our Board governance operations are strong. She indicated that both she and Dr. Coleman briefly discussed that there does not appear to be a need to pursue a new model. Kellie Phillips agreed with Lauren that the Board staff is organized and delivers on Board member feedback in establishing policy. Captain Scott Anger stated that he felt like the most confusing part of being a new Board member is the financials. Greta agreed and said that staff would explore ways (e.g., Board training, orientation) to assist new and experienced Board members in improving understanding of their fiduciary and governance responsibilities. Greta would also share the governance training handouts electronically with Board members.

That concluded the CEO report.

ADMINISTRATIVE

Julie called on Mark Huff to review the MHRB financials. Mark referred the membership to Attachment C in the agenda packet and asked Donna Hart to review the Budget to Actual – Administration Budget Summary for SFY 2018 activity. Current period actual expenses are \$666,630; total budget is \$1,729,987 with 61% remaining.

Next, Donna reviewed the Budget to Actual – Facility Budget Summary for SFY 2018 activity. Current period actual expenses are \$344,939; total budget is \$1,022,774 with 66% remaining.

Mark then reviewed the Statement of Cash Position and Fund Balances as of November 30, 2017. This report is strictly on a cash basis with total cash receipts of \$7,487,212, total disbursements of \$7,574,222 other financing receipts/(disbursements) of \$0 for cash receipts under disbursements of \$87,010. Ending fund balance as of November 30, 2017 is \$11,245,226.

Next, Mark reviewed the Statement of Cash Position and Fund Balances as of December 31, 2017. This report is strictly on a cash basis with total cash receipts of \$7,739,930, total disbursements of \$9,052,809 other financing receipts/(disbursements) of \$0 for cash receipts under disbursements of \$1,312,879. Ending fund balance as of December 31, 2017 is \$10,019,356.

The next section was the Statement of Receipts and Disbursements for Fiscal Year 2018 activity. The General Fund had an ending cash balance of (\$45,340); special revenue had a balance of \$386,704; and fiduciary had a balance of \$150,132.

Last, Greta reminded the membership to turn in their Ethics and Conflict of Interest Annual Statements. Board members asked that Michelle Humphrey e-mail a new copy to each of them.

That concluded the Administrative Report.

BUILDINGS & GROUNDS COMMITTEE

Julie Anthony reported on the meeting in the Chair, Ben Harrison's absence. Julie stated that the Buildings & Grounds Committee met on December 5, 2017 at the Board Administrative Office, 1055 E. High Street, Springfield. Greta reminded the membership that the Board had agreed to authorize this Committee to act on behalf of the full Board on all urgent business matters (i.e. purchase of recovery houses) which may come up prior to January's regular meetings.

Julie stated that Greta provided an update on the SFY 2017 reconciliation for Mental Health Services for Clark and Madison Counties (MHS). Greta reviewed the reconciliation process and stated that MHS did not earn \$350,569 of their Board allocation for Clark County. Board staff recommended that a small portion of funds be disbursed to MHS for capital projects such as painting and flooring at the 1101 East High Street facility. The majority of funding will go toward construction of mental health housing. Greta stated that the Board is working with the city on this project and she will update the membership when she has more information. Greta also stated that the new facility would be similar to the Cedar Street project.

Next at the meeting, Greta updated the Committee on the Madison County Serenity House. She explained that she and Nancy Boop met with Commissioner David Dhume to discuss options relating to the sewer problems and cost the Board incurred directly after the purchase of the Serenity House. After speaking with Commissioner Dhume, he suggested speaking with Prosecuting Attorney Steve Pronai. Greta and Nancy met with Mr. Pronai and are waiting to hear back from him. Greta also updated the Committee on the CHIP Grant and using the furnace replacement as the required match.

Julie said that the next item on the agenda was a recommendation for additional Madison County Recovery Housing operating funds. Greta explained to the Committee that there had been an increase of \$942 from the OhioMHAS original allocation of \$47,058. Due to this increase, an additional motion was needed, making \$48,000 the total amount of available state funding going towards Serenity House operations.

Julie stated that Nancy Boop then gave the Committee an update on state capital projects.

Next at the meeting, Greta explained the recommendation for a supplemental prevention allocation. She said that in November, OhioMHAS released supplemental funding in the amount of \$24,800 for targeted prevention activities to meet the needs of communities. Greta then explained to the Committee that the original estimate from the state was \$25,000 and she asked the membership if they would be willing to add \$200 from Greene County levy funds to increase the allocation to \$25,000, the entire amount as originally projected by the state department. The motion read was then amended to reflect an amount of \$25,000 rather than \$24,800.

Last, Julie read the recommendation.

THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN BY THE BUILDINGS & GROUNDS COMMITTEE ON DECEMBER 5, 2017. THE MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.

IT was MOVED BY JIM HUTCHINS, SECONDED BY JULIE VANN TO RATIFY AND CONFIRM THE ACTION TAKEN BY THE BUILDINGS & GROUNDS COMMITTEE ON DECEMBER 5, 2017.

MOTION CARRIED.

That concluded the Buildings & Grounds Committee report.

MENTAL HEALTH AND ADDICTION SERVICES

Julie asked Kellie Phillips to report on the Program Committee meeting. Kellie stated that the Committee met on Tuesday, January 2, 2018 at Career ConnectEd, 700 Limestone Street, Springfield.

First, representatives from each of the Board's large county-based addiction providers, Wendy Doolittle (Clark), Chris Pinkelman (Greene) and Curt Gillespie (Madison), shared their progress reports to date on programs funded by the federal Regional 21st Century CURES grant. Each representative spoke about the work that they are doing for those who are opiate addicted. Wendy spoke about McKinley Hall's Warm Handoff and Safe House projects, including their strengths and barriers. Chris shared TCN Behavioral Health Services' progress to date on the Heroin Intensive Treatment Team (HITT) and Opiate Response Programs. Curt presented on behalf of the Madison County Common Pleas and Municipal court assessment and linkage program. He stated that having staff located within the court building has resulted in connecting more people to Medication Assisted Treatment (MAT) and recovery supports.

Kellie stated that Kathryn Hitchcock of the National Alliance for the Mentally Ill (NAMI) shared with the Committee two fun upcoming mental health education and awareness activities during athletic events intended to reach students, their families, and school staff. She explained that the events are being held in partnership with Amanda Hampton, Department of Family & Children Prevention, in two Madison County school districts.

Next, Kellie said that Greta led a discussion about the local impact of overdose including the recent passing of two local recovery leaders. Kellie said that ideas were shared around how to support recovery leaders, peer supporters and how to promote agency staff self-care.

Kellie stated that last, a Board member noted that Lori Erion, Executive Director of Families of Addicts (FOA), was interviewed in the national news. Greta shared at the meeting that she had recently met with Brad and Melanie Silvus of the local Springfield/Clark County Chapter of FOA. They reported that their meeting attendance has increased and there are continued efforts to expand programming at the recovery center, Bridge of Support, for those in need.

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, JULIE ANTHONY.**

Jim Hutchins, Secretary

Michelle Humphrey, MHR Board Staff