

**MINUTES – June 5, 2018**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in a special session on Monday, June 4, 2018 at 6:00 p.m. at CareerConnectEd, 700 S. Limestone Street, Suite A, Springfield, Ohio.*

**PRESENT:** *Julie Anthony, Chairperson, Presiding; Lexie Boblitt, Dr. Florence Coleman, Dr. Linda Griffith, Ben Harrison, Dr. Joseph Keferl, Chief Mark Kidd, Stephen Massey, Kim Michael, Kellie Phillips, Lauren Ross, Esq., Julie Vann, Patrick Williams*

**ABSENT:** *Captain Scott Anger, Marilyn Demma, Chief Jim Hutchins*

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

**GUESTS:** *Deborah Matheson, Greene County Family Violence Prevention Center*

**OPENING REMARKS**

*Julie Anthony, Chairperson, called the meeting to order and thanked everyone for coming. She then asked everyone to introduce themselves. Julie stated that since there was no quorum at the May 21, 2018 Board meeting, this special meeting was being held to take action on items from that meeting.*

**EXECUTIVE SESSION**

*Julie asked that the Board go into Executive Session and asked that the audience be excused. Julie then read the recommendation.*

***THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RECOMMENDS ENTERING INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING THE COMPENSATION OF A PUBLIC EMPLOYEE.***

***IT was MOVED BY LINDA GRIFFITH AND SECONDED BY JULIE VANN TO ENTER INTO EXECUTIVE SESSION.***

*Michelle Humphrey then took the roll call vote and it was unanimous. The Board went into Executive Session at 6:05 p.m.*

*The Board came out of Executive Session at 6:11 p.m. Julie then read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES, DUE TO THE SATISFACTORY EVALUATION RATING, COMPLIES WITH THE PROVISIONS OF THE CONTRACT FOR THE CEO FOR SFY 2019.**

**IT was MOVED BY JOSEPH KEFERL, SECONDED BY JULIE VANN TO COMPLY WITH THE PROVISIONS OF THE CONTRACT FOR THE CEO FOR SFY 2019.**

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

*The Board Minutes for the April 16, 2018 MHRB meeting were reviewed. There were no comments.*

**IT was MOVED BY BEN HARRISON, SECONDED BY JULIE VANN TO APPROVE THE MINUTES FOR THE APRIL 16, 2018 BOARD MEETING AS SUBMITTED.**

**MOTION CARRIED.**

**RATIFY AND CONFIRM ACTION AT MAY 21, 2018 BOARD MEETING**

*Julie Vann read the combined motion to ratify and confirm the following recommendations from the May 21, 2018 Board meeting which included the following items:*

*CLARK COUNTY POOLED FUNDING  
CLARK COUNTY COMMUNITY INVESTMENT SURPLUS  
21<sup>st</sup> CENTURY CURES ACT FUNDING  
EARLY CHILDHOOD MENTAL HEALTH CONSULTATION  
GREENE COUNTY FAMILY & CHILDREN FIRST COUNCIL  
MADISON COUNTY DEPARTMENT OF FAMILY & CHILDREN/FAMILY COUNCIL  
OESTERLEN SERVICES FOR YOUTH  
WELLSPRING  
STATE FISCAL YEAR 2019 MHR BOARD SALARY RANGES  
STATE FISCAL YEAR 2019 SERVICE CONTRACT  
MATCHING FUNDS FOR MENTAL HEALTH FOUNDATION  
CLARK COUNTY LEVY RECOMMENDATION*

*The motion was amended by Patrick Williams to exclude the recommendation for approval of the new Board Policy Proposed Disposition of Provider Records Policy as this was only the first reading.*

**IT was MOVED BY JULIE VANN, SECONDED BY BEN HARRISON TO APPROVE THE AMENDED COMBINED MOTION TO RATIFY ITEMS FROM THE MAY 21, 2018 BOARD MEETING.**

**MOTION CARRIED.**

**ELECTION OF OFFICERS**

*Julie Anthony, Chairperson, stated that Board members need to vote on the slate of Board Officers for SFY 2019. She asked for nominations from the floor. There being none, she recommended to the Board the following slate of names:*

<i>Kellie Phillips</i>	<i>Chairperson</i>
<i>Jim Hutchins</i>	<i>Vice-Chairperson</i>
<i>Patrick Williams</i>	<i>Secretary</i>

*Julie then read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ELECTS THE FOLLOWING BOARD MEMBERS AS BOARD OFFICERS FOR SFY 2019:**

<b>CHAIRPERSON</b>	<b><i>Kellie Phillips</i></b>
<b>VICE CHAIRPERSON</b>	<b><i>Jim Hutchins</i></b>
<b>SECRETARY</b>	<b><i>Patrick Williams</i></b>

**IT was MOVED BY JOSEPH KEFERL, SECONDED BY LAUREN ROSS TO ELECT THE STATE FISCAL YEAR 2019 BOARD OFFICERS AS PRESENTED.**

**MOTION CARRIED.**

**ADMINISTRATIVE**

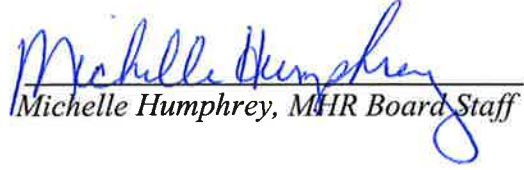
**A. New Board Policy**

*Julie stated that the Executive Committee met in May and reviewed a proposed new Board Policy #100.16 – Disposition of Provider Records. Dr. Greta Mayer explained that this new policy came from changes at the state level and guidance was provided through our Board Association. This policy addresses the disposition of records of a community mental health and/or addiction services provider that is discontinuing operation or being acquired by another program. Client records will be transferred to the appropriate service provider as authorized by the client for continuity of care. Records of persons that are not current clients will be destroyed if they are beyond seven years post-discharge/end of services for treatment records and three years for prevention records. Records that are not transferred to another service provider will be transferred to the service provider that is assuming the majority of the service provider’s caseload. Records that remain with the contract service provider may be transferred to the Board as a last resort, to be held until the end of their applicable retention period and then destroyed. Greta stated that the plan this summer is to destroy eligible Integrated Youth Services records that been stored at the Board since the agency closing many years ago. Also, the new policy was provided to contract agency leadership for review. This was considered the “1<sup>st</sup> Reading”. Board members discussed these changes and asked questions.*

**ADJOURNMENT**

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

  
Jim Hutchins, Secretary

  
Michelle Humphrey, MHR Board Staff