

**MINUTES – September 18, 2018**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Tuesday, September 18, 2018 at 6:00 p.m. at CareerConnectEd, 700 S. Limestone Street, Suite A, Springfield, Ohio.*

**PRESENT:** *Kellie Phillips, Chairperson, Presiding; Dr. Huma Bashir, Dr. Florence Coleman, Chad Dunsdon, Chief Jim Hutchins, William Louderback, Stephen Massey, Kim Michael*

**ABSENT:** *Lexie Boblitt, Marilyn Demma, Dr. Linda Griffith, Chief Mark Kidd, Patrick Williams*

*Staff: Dr. Greta Mayer, CEO; Mark Huff, Michelle Humphrey, Tracey Stute, Brianna Wilson*

**GUESTS:** *Richard Lohnes, Clark County Commissioner*

**OPENING REMARKS**

*Kellie Phillips, Chairperson, called the meeting to order and thanked everyone for coming. She then asked everyone to introduce themselves.*

**APPROVAL OF MINUTES**

*The Minutes for the June 18, 2018 Board meeting were reviewed. There were no comments.*

***IT was MOVED BY KIM MICHAEL, SECONDED BY JIM HUTCHINS TO APPROVE THE MINUTES FOR THE JUNE 18, 2018 BOARD MEETING AS SUBMITTED.***

***MOTION CARRIED.***

**REVIEW OF ACCOUNTS PAYABLE REGISTER**

*Kellie asked the Membership to review Attachment C, Accounts Payable Register. There were no comments.*

## CEO REPORT

Kellie called on Dr. Greta Mayer to give the CEO report. Greta began her report by introducing Clark County Commissioner Richard Lohnes and stated that he would be swearing in Chad Dunsdon, Clark County, and William Louderback, Greene County, as new Board members. Commissioner Lohnes asked Chad and William to raise their right hands and recite the MHRB Oath of Office, which they did. Greta then thanked Commissioner Lohnes for his time and the new members for volunteering as Board members.

Commissioner Lohnes then addressed the membership about Issue 1 on the ballot in November. He asked that the members read about the issue to gain a full understanding and consider its ramifications. The Commissioner stated that Issue 1, the Drug and Criminal Justice Policies Initiative, is on the ballot in Ohio as a constitutional amendment. It is funded by the Chan Zuckerberg Advocacy and the Open Philanthropy Project Action Fund. Issue 1 was designed to reduce the number of people in state prisons for low-level, nonviolent crimes, such as drug possession and non-criminal probation violations. The initiative would make the possession, obtainment, and use of drugs no more than a misdemeanor, with sentences not exceeding probation for a first or second offense. Issue 1 would not change the classification of first-, second-, or third-degree drug-related felonies, such as the sale, distribution, or trafficking of drugs. The initiative would also allow individuals serving convictions higher than a misdemeanor for possession, obtainment, and use of drugs to petition the court for re-sentencing. Courts would be prohibited from ordering that persons on probation for felonies be sent to prison for non-criminal probation violations. The ballot initiative would require the Ohio Department of Rehabilitation and Correction (DRC) to grant an inmate with sentence credits of 0.5 days for each day that the person participated in rehabilitative, work, or educational programs. The ballot initiative would require that state funds saved due to a reduction of inmates, resulting from the initiative's implementation, be spent on substance abuse treatment programs, crime victim programs, probation programs, graduated responses programs, and rehabilitation programs. Commissioner Lohnes stated that the concern is that if the threat of jail time is taken out of the equation and judges have no leverage to incentivize treatment vs. jail, "it doesn't do anybody any good." This would release an unknown number of people with felonies back into the community. He is putting together a public service announcement with the names of all the local judges and public officials who oppose Issue 1.

Greta thanked Commissioner Lohnes for bringing up Issue 1. She stated that she has information to share with Board member from those supporting and opposing Issue 1.

Next, Greta moved on to Attachment C – SFY 2019 Officers & Committee Appointments. She explained that the attachment lists the committees, appointments, and officers. Greta stated that when the list was generated, Will had not yet been approved by the Commission Office and Christy Clifton Hoffman of Greene County is in the application process for appointment from the Ohio Department of Mental Health and Addiction Services (OhioMHAS). Christy is a school teacher and holds leadership positions within the Fairborn City School District, including an understanding of children with mental health and behavioral issues. Her mother, Jane Clifton, was a previous MHR Board member many years ago. She also explained that Chief Mark Kidd may need to resign from the Board due to conflicts with the meeting schedule. He would like to remain a member if possible. Greta also explained that she and Kellie will be meeting with Liz Finchum of Madison County as a potential new member.

Greta then reviewed Attachment D – Board Member Roster. She stated that the Roster contained information for all members including addresses and phone numbers. Greta explained that this list was not for publication, but she wanted all Board members to have access to contact one another.

Next, was a handout by Greta with MHRB meeting contact information. She explained that there were ongoing communication snafus last year, including a rare weather emergency. Greta stated that it was important for the members to call or text Michelle Humphrey or herself if they could not attend a meeting. On several occasions last year, there was a problem with making quorum. Greta asked that the members contact Michelle no later than noon the day before a meeting if they cannot attend. Michelle reminded everyone that she sends reminders on the day of the meetings and asked that, if a member finds they can't attend later that day, to please call or text her cell phone. She leaves the office early to set up for the meetings and is unable to see her email or hear her office phone messages until the next day.

Greta then moved on to Attachment E – SFY 2019 Strong Families, Safe Communities Award. Greta explained that in SFY 2018, with the help of Madison County Job and Family Services/Department of Family & Children, Developmental Disabilities, and MHRB support, Union County MHRB wrote and received a grant to transform the local system of care to better service high-need, aggressive, multisystem youth in each county. Greta stated that this grant has been approved again for SFY 2019. Dr. Coleman asked about how progress and system transformation would be measured. Greta described the MOU parameters, quarterly meeting process with Union County members, and state report requirements. Kellie read the motion.

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZES THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH MADISON COUNTY DEPARTMENT OF FAMILY & CHILDREN FOR AN AMOUNT OF \$118,000 DURING STATE FISCAL YEAR 2019. BELOW IS THE AMOUNT BY SERVICE CLASS AND PAYMENT METHOD.**

Medicaid Eligible services (T)	Grant Allocation	
Prevention services (P)	Cost reimbursement	
Non-Medicaid Eligible services (S)	Grant Allocation/Invoice	118,000
Total		118,000

**AT THIS TIME, THE UNION MHRB FUNDING HAS NOT BEEN FINALIZED. THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES MAY BE REQUIRED TO RE-NEGOTIATE SFY 2019 CONTRACTS DEPENDENT UPON FINAL AMOUNTS.**

**IT was MOVED BY JIM HUTCHINS, SECONDED BY FLORENCE COLEMAN TO AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT WITH MADISON COUNTY DEPARTMENT OF FAMILKY & CHILDREN FOR AN AMOUNT OF \$118,000 DURING SFY 2019.**

**MOTION CARRIED.**

*Greta next referred to Attachment F – Clark County Levy Campaign Update. Greta passed out palm cards and directed the membership’s attention to the attachment in their packet. She explained that Kellie is attending all the levy Steering Committee meetings in Clark County and is a great advocate. Greta said that former Board Chair, Lauren Ross, is also volunteering and is active on the committee. She also explained that Board staff Tracey Stute, Brianna Wilson, and Jennipher Brown are the conduits at the Board for levy promotion, speaking engagements, and endorsements. Greta then referred to a PowerPoint handout at their places that Brianna put together. She said that Brianna joined the staff on August 6 and she hit the ground running. Brianna is a recent master’s graduate from The Ohio State University and she is a true asset. Kellie stated that it’s important for the Board to know that Brianna is very enthusiastic, knowledgeable and well-spoken. Greta went on to say that the PowerPoint contains key talking points they can use to talk about the levy as does the palm card. Greta also asked if the membership would be interested in hearing from other agencies that have issues on the November ballot. The membership agreed, and Greta will invite them to present at the October 16, 2018 Program Committee meeting.*

*Last, Greta handed out a Calendar of Upcoming Events. She stated that there are a couple of opportunities coming up for Board members. Tracey pointed out a handout which is an invitation to The Best of Springfield and stated that MHRB is sponsoring a table and Board members are welcome to attend. The event is on October 18 from 5:30 – 8:00 p.m. at the Simon Kenton Inn. Greta also stated that Brianna will be churning apple butter at the Enon Apple Butter Festival on October 13 and invited the membership to participate. Greta said that if any member would like to attend a training, please contact MHR Board staff for assistance in signing up. Stephen Massey asked where Crisis Intervention Team (CIT) training for law enforcement officers was being held this year. Greta stated it would be at Antioch Midwest in Yellow Springs. Greta thanked Board members Chief Hutchins and Captain Scott Anger, and Tracey Stute for their assistance and leadership in pulling together this year’s training, held next week. Greta invited the membership to graduation at 2:30 p.m. on Friday.*

*That concluded the CEO report.*

### **ADMINISTRATIVE**

*Kellie called on Mark Huff to review the MHRB financials. Mark referred the membership to Attachment G in the agenda packet and asked if there were any questions about the financial narrative for reporting period August 31, 2018; there were none. Mark first reviewed the Statement of Cash Position and Fund Balances as of June 30, 2018. This report is strictly on a cash basis with total cash receipts of \$16,680,066, total disbursements of \$16,692,917, Other financing receipts/(disbursements) of \$0 for excess cash receipts under disbursements of \$12,851. Ending fund balance as of June 30, 2018 was \$11,319,385.*

*The next section was the Statement of Receipts and Disbursements for Fiscal Year 2018 activity. The General Fund had an ending cash balance of \$10,236,074; special revenue had a balance of \$318,052; and fiduciary had a balance of \$0.*

*Next, Mark reviewed the Budget to Actual – Administration Budget Summary for SFY 2018 activity. Total actual expenses were \$1,436,298; budgeted expenses were \$1,729,987. Actual expenses were under budget by 17%.*

*The last report regarding Fiscal Year 2018, the Budget to Actual – Facility Budget Summary for SFY 2018 activity was reviewed. Total actual expenses were \$790,167; budgeted expenses were \$1,022,774. Actual expenses were under budget by 23%.*

*The review was then focused on Fiscal Year 2019 activity and Mark suggested to the Board to skip July statements and focus on August since the reports are accumulative but did ask if any member had specific questions concerning July. No questions were raised, so the next section reviewed was the Statement of Cash Position and Fund Balances as of August 31, 2018. This report is strictly on a cash basis with total cash receipts of \$5,263,274, total disbursements of \$2,908,352, Other financing receipts/(disbursements) of \$0 for excess cash receipts over disbursements of \$2,354,921. Ending fund balance as of August 31, 2018 is \$13,674,306.*

*Last, Mark reviewed the Statement of Receipts and Disbursements for State Fiscal Year 2019 activity from July 1, 2018 through August 31, 2018. The General Fund had an ending cash balance of \$2,279,223; Special Revenue had a balance of \$576,727; and fiduciary had a balance of \$99,682.*

*That concluded the Administrative Report.*

### **RECORDS COMMISSION**

*Next on the Agenda was Records Commission Meeting Summary. Kellie stated that the Committee met at 5:30 p.m. on Tuesday, September 18, 2018 at CareerConnectEd, 700 S. Limestone Street, Ste. A, Springfield.*

*Kellie stated that Patrick Williams was not able to attend so she, Greta, and Michelle Humphrey, MHRB Records Custodian met. The structure, purpose and function of the Records Commission was reviewed. Next, the current MHRB Record Retention Schedule was reviewed. Michelle explained to Kellie that the only changes to the current schedule were removing any reference to MACSIS and changing the media type from “paper” to “paper/electronic”. No other changes and/or additions were recommended at this time. Kellie stated that Michelle will submit a new Records Retention Schedule (RC-2) to the Ohio Historical Society. Kellie ended by stating that the Commission will meet again in a year.*

*That concluded the Records Commission Report.*

### **MISCELLANEOUS**

*Greta reminded the membership that the October 16 meeting will be held at McKinley Hall’s new building, 2624 Lexington Avenue, Springfield. The Program Committee meeting will begin at 6:00pm and the Board meeting will start at 7pm.*

### **AUDIENCE PARTICIPATION**


*None.*

### **BOARD MEMBER COMMENTS**

*None.*

**ADJOURNMENT**

**A MOTION WAS MADE BY JIM HUTCHINS AND THE BOARD MEETING WAS  
ADJOURNED BY CHAIR, KELLIE PHILLIPS.**

  
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Patrick Williams, Secretary

  
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Michelle Humphrey, MHR Board Staff