



**MINUTES – October 17, 2011**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties met on Monday, October 17, 2011 at 6:00 p.m. at the Clark State Community College, Library Resource Center, Room 209, 570 East Leffel Lane, Springfield, Ohio.*

**PRESENT** *Roger Roberts, Chairperson, Presiding; Julie Anthony, Linda Griffith, Delvin Harshaw, Jim Hutchins, Kimberly Michael, Lauren Ross and Jim Vernon*

*Staff: Dr. Kent Youngman, CEO; Nancy Chiles, Roselin Runnels, Kevin Taylor, Nancy Williams and Tauna Wren*

**GUESTS:** *Sheriff Gene Kelly, Clark County Sheriff's Department*

**OPENING REMARKS**

*Roger Roberts, Chairperson, called the meeting to order and welcomed the Board membership and guests to the meeting. He ask the membership and audience to introduce themselves.*

**BOARD MEMBERS TO BE SWORN IN**

*Clark County Sheriff Gene Kelly gave the Oath of Office to new Board member Linda Griffith. Sheriff Kelly asked Linda to raise her right hand and recite the Mental Health & Recovery Board of Clark, Greene and Madison Counties Oath of Office, swearing her in as a new Mental Health & Recovery Board member.*

**APPROVAL OF MINUTES**

*The Board Minutes for September 19, 2011 Mental Health & Recovery Board meeting were reviewed. There were no comments. Roger asked for a motion for approval.*

***IT was MOVED BY JULIE ANTHONY, SECONDED BY DELVIN HARSHAW TO APPROVE THE MINUTES FOR THE SEPTEMBER 19, 2011 BOARD MEETING.***

***MOTION CARRIED.***

**REVIEW OF VOUCHERS**

*Voucher lists dated September 16, 2011, September 23, 2011, September 30, 2011, October 7, 2011 were reviewed. There were no questions.*

**CEO REPORT**

*Kent stated that a recommendation was distributed to endorse the Clark County Combined Health District levy and the Greene Memorial Hospital levy. He called on Roselin Runnels to review and read the recommendation.*

*Historically, the Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) has endorsed levies for entities that help us accomplish our mission. Most recently the MHRB has endorsed the Clark County Children Services Levy and Elderly United's levy. In November 2011 the Clark County Combined Health District has a one (1) mill renewal levy on the ballot. The purpose of the levy is "carrying out the general health district program of the Clark County Combined Health District" and has a five (5) year term. Greene Memorial Hospital has a 0.5 mill renewal levy on the ballot. The purpose of the levy is "providing funds for health and hospital services for current operating expenses of Greene Memorial Hospital, Inc., including cancer treatment, stroke and advances cardiac care, satellite health facilities (Beavercreek, Fairborn) and emergency room equipment" and has a five (5) year term.*

***IT IS THE RECOMMENDATION OF THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES (MHRB) THAT THE MHRB ENDORSE THE CLARK COUNTY COMBINED HEALTH DISTRICT LEVY, ISSUE 17, AND THE GREENE MEMORIAL HOSPITAL, INC. LEVY, ISSUE 6, THAT WILL BE ON THE NOVEMBER 8, 2011 GENERAL ELECTION BALLOT.***

***IT was MOVED BY JIM HUTCHINS, SECONDED BY JIM VERNON TO ENDORSE THE CLARK COUNTY COMBINED HEALTH DISTRICT LEVY, ISSUE 17, AND THE GREENE MEMORIAL HOSPITAL, INC. LEVY, ISSUE 6, THAT WILL BE ON THE NOVEMBER 8, 2011 BALLOT.***

***MOTION CARRIED.***

*Kevin Taylor and Nancy Williams presented the MHR Board's new website. Nancy demonstrated various sections of the site, such as helpful information, MHRB agencies, news and events, consumer information and how to contact the Board. There was a discussion regarding a search engine, photo gallery and community calendar. Kent stated Board staff have made this website a source of information regarding the region with topics related to behavioral health. Kevin stated that they plan to go live with the website on November 1, 2011. He stated that Nancy will regularly update this site.*

*Kent called on Nancy Chiles to give an update on the Xenia facility re-roofing project. Nancy stated that the bid request information was listed on our current and new website. The bid opening was held Thursday, October 13, 2011 at 11:00 a.m. Three companies were represented at the bid opening; the MHRB received eleven proposals ranging from \$46,000 to \$119,000. Nancy noted that the Board is not required to accept the lowest bid and is currently checking references of the three lowest bidders.*

*Next, Kent distributed a summary sheet regarding the Medicaid Cost Containment that begins November 1, 2011. This will set annual limits for all the mental health services except crisis intervention. Drug and alcohol services will have a combined weekly limit of thirty hours for four services: case management, group counseling, individual counseling and medical/somatic services. Community Psychiatric Support (CPST) and Case Management is paid on a tiered rate with the first 90 minutes per day paid at the full rate and everything beyond 90 minutes paid at 50%. Consumers that receive the most services will be the most affected.*

*Kent stated that a Board member requested training on brain function. This training will be presented at a Combined Mental Health and Alcohol/Drug Committee meeting on Tuesday, November 8, 2011 at Greene County Educational Service Center (ESC). There will be no Committee meeting on Tuesday, November 1<sup>st</sup>.*

*There will be a re-dedication ceremony for the Wehler House on Friday, October 21, 2011 at 2:00 p.m. This facility has been renovated and provides housing for women in treatment and their children. If you plan to attend, contact Lisa Dempsey at McKinley Hall, 937-328-5300, extension 120.*

### **ADMINISTRATIVE ISSUES**

*Roger Roberts called on Kevin Taylor to review the Mental Health & Recovery Board financials. Kevin referred the membership to Attachment C in the agenda packet with the first page representing the Statement of Cash Position and Fund Balances as of September 30, 2011. This report is strictly on a cash basis with total cash receipts of \$10,713,509 and total cash disbursements of \$7,354,801 with an ending fund balance as of September 30, 2011 of \$12,639,701.*

*The next page of Attachment C represents the Statement of Revenues and Expenditures – Summary Activity for FY 2012, as of September 30, 2011. Total revenue was \$9,149,276; total expenses were \$3,723,330, with cash receipts over disbursements of \$5,479,352.*

Next, Kevin reviewed the 1<sup>st</sup> quarter Budget to Actual – Administration and Support Budget Summary for fiscal year 2012. Total actual expenses were \$308,064, while total budgeted expenses were \$338,079 reflecting actual expenses under budget by \$30,015.

Lastly, Kevin reviewed the Board's Projected Cash Position. The actual ending cash balance as of September 30, 2011 was \$12,620,726. Board staff anticipates a cash balance as of September 30, 2012 of \$6,270,743.

Next on the agenda was a review of insurance coverages. Kent stated that this is a requirement of the PEER Re-Certification process and called on Nancy Chiles to review. Nancy referred the membership to Attachment D of the Board packet and reviewed the agent, company, product and coverage term. She explained that the use of different agents is a result of the consolidation of the Clark and Greene County Boards. It was decided to investigate whether the Board was still bound by the consolidation agreement. Pooling with other organizations for insurance coverage was also discussed.

### **MENTAL HEALTH AND ALCOHOL/DRUG ISSUES**

Roger called on Julie Anthony, Co-Chair, to give the report of the Combined Mental Health and Alcohol/Drug Committees meeting held Tuesday, October 4, 2011 at the Family Solutions Center, 287 Cincinnati Ave., Xenia, Ohio. Julie referred the membership to Attachment E in the Board packet and stated that staff reviewed the ODMH/ODADAS Community Plan with the Committee. Lynn West, CEO of TCN Behavioral Health Services then provided a program update for youth services. The Committee then toured the newly renovated Family Solutions Center facility.

That concluded the Combined Mental Health and Alcohol/Drug Committee report.

### **FINANCE ISSUES**

Julie Anthony, Chair, reviewed the Finance Committee Report. She stated that the Committee meeting was held on Friday, October 7, 2011 at 7:30 a.m. at the Board offices, 1055 East High Street, Springfield, Ohio. Julie briefly reviewed the report and read the following motions.

**IT IS THE RECOMMENDATION OF THE FINANCE COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVE THE PROPOSED FISCAL YEAR 2012 FUNDING SOURCES AS REFLECTED IN THE ATTACHED DOCUMENT. THE TOTAL REVENUE NEEDED FOR FY 2012 EXPENDITURES IS \$30,206,319.**

**IT was MOVED BY JULIE ANTHONY, SECONDED BY LAUREN ROSS TO RECOMMEND TO THE FULL BOARD TO APPROVE THE PROPOSED FISCAL YEAR 2012 FUNDING SOURCES.**

**MOTION CARRIED.**

*The next item of discussion was regarding a capital request from Mental Health Services for Clark and Madison Counties. Dr. James Perry, CEO of Mental Health Services for Clark and Madison Counties, has requested that the MHR Board purchase an eight unit apartment facility located on Madison Avenue in Springfield. This facility would be used for client housing; currently, five of the eight units are occupied by clients. Mental Health Services is not purchasing the facility itself primarily due to their financial commitments relating to the construction of the new facility adjacent to the new hospital in Springfield. The intent is for Mental Health Services to maintain the property and eventually purchase it from the MHR Board. The Board's legal counsel is in the process of developing the agreement for lease, maintenance and purchase. The projected fund balance for Clark County exceeds our policy requirement of one and one-half to two months operating expenses; therefore, the source of this purchase would be fund balance. The committee supported this purchase and instructed staff to develop a recommendation on behalf of the Finance Committee, to present to the Board.*

**IT IS THE RECOMMENDATION OF THE FINANCE COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE FOR THE PURCHASE OF PROPERTY LOCATED AT 35 EAST MADISON AVENUE, SPRINGFIELD. THE PURCHASE AMOUNT IS NOT TO EXCEED THE ASKING PRICE OF \$164,900.**

**IT IS FURTHER RECOMMENDED THAT THIS EIGHT UNIT APARTMENT FACILITY BE LEASED TO MENTAL HEALTH SERVICES FOR CLARK AND MADISON COUNTIES AND BE USED FOR CLIENT HOUSING. THE MHR BOARD AND MENTAL HEALTH SERVICES WILL ENTER INTO AN AGREEMENT FOR THE LEASE, MAINTENANCE AND FUTURE PURCHASE OF THIS PROPERTY FROM THE MHR BOARD.**

**IT was MOVED BY JIM VERNON, SECONDED BY JULIE ANTHONY TO AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO CONTRACT FOR THE PURCHASE OF PROPERTY LOCATED AT 35 EAST MADISON AVENUE, SPRINGFIELD, OHIO AND TO ENTER INTO AN AGREEMENT WITH MENTAL HEALTH SERVICES FOR THE LEASE, MAINTENANCE AND FUTURE PURCHASE OF THIS PROPERTY.**

**MOTION CARRIED.**

*Next, was the request to use Risk Pool Funds for a Madison County Common Pleas and Municipal Court position.*

***IT IS THE RECOMMENDATION OF THE FINANCE COMMITTEE THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZE THE CEO TO NEGOTIATE WITH THE MADISON COUNTY COMMON PLEAS AND MUNICIPAL COURT JUDGES FOR THE CREATION OF A COURT CASE MANAGEMENT POSITION TO ASSIST WITH THE INCREASE IN DEMAND FOR SERVICES RELATED TO OPIATE ADDICTION AND THE SENTENCING CHANGES BROUGHT ABOUT BY HOUSE BILL 86. THE CEO IS AUTHORIZED TO CONTRIBUTE UP TO \$25,000 TOWARDS THIS POSITION.***

***IT IS FURTHER RECOMMENDED THAT THE SOURCE OF THESE FUNDS BE THE MADISON COUNTY FISCAL YEAR 2012 RISK POOL OF \$50,000. THE AMENDED RISK POOL TOTAL IS REDUCED TO \$25,000.***

***IT was MOVED BY JIM HUTCHINS, SECONDED BY JIM VERNON TO AUTHORIZE THE CEO TO NEGOTIATE WITH THE MADISON COUNTY COMMON PLEAS AND MUNICIPAL COURT JUDGES FOR THE CREATION OF A COURT CASE MANAGEMENT POSITION.***

***MOTION CARRIED.***

*Lastly, the MHR Board 2011 audit draft report was reviewed. There were no findings and it has now gone to the state for review and approval.*

*That concluded the Finance Committee report.*

### **MISCELLANEOUS**

*Roselin reviewed the PEER Certification process and stated that Ohio law requires Board members to receive a complete copy of the Ohio Sunshine Law, Ohio Ethics Law and Related Statutes, and Public Records Policy. She then distributed the signature sheet for Board members to sign stating that they have received this information.*

*Kent stated that there will be a Board Retreat in late February or early March with the morning covering Board member orientation/responsibilities and the afternoon, a review and update of the strategic plan. More information on the training will be given at a later date.*

### **AUDIENCE PARTICIPATION**

*None.*

**BOARD MEMBER COMMENTS**

*Kim Michael asked if there will be a Consumer Christmas Party in December. Kent stated he will be meeting with Sharon Woolf, Executive Director of NAMI, regarding the party.*

**ADJOURNMENT**

**A MOTION WAS MADE BY JULIE ANTHONY AND THE MEETING WAS ADJOURNED BY CHAIR, ROGER ROBERTS.**

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*Delvin Harshaw, Secretary*

*Tauna Wren, MHR Board Staff*