



MINUTES – October 15, 2012

The Mental Health & Recovery Board of Clark, Greene and Madison Counties met on Monday, October 15, 2012 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; Scott Anger, Julie Anthony, Linda Griffith, Ben Harrison, Delvin Harshaw, Jim Hutchins, Kimberly Michael, Kellie Phillips, and Lauren Ross*

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

GUESTS: *Jennifer Rousculp, Clark County Board of Developmental Disabilities*

OPENING REMARKS

Roger Roberts, Chairperson, called the meeting to order and welcomed the Board membership and guests to the meeting. Roger called on Board members and the audience to introduce themselves.

APPROVAL OF MINUTES

The Board Minutes for September 17, 2012 Mental Health & Recovery Board meeting were reviewed. There were no comments. Roger asked for a motion for approval.

IT was MOVED BY LINDA GRIFFITH, SECONDED BY JIM HUTCHINS TO APPROVE THE MINUTES FOR THE SEPTEMBER 17, 2012 BOARD MEETING.

MOTION CARRIED.

REVIEW OF VOUCHERS

Voucher lists dated September 14, 2012, September 21, 2012, September 28, 2012 and October 5, 2012 were reviewed. There were no comments.

CEO REPORT

Kent introduced Jennifer Rousculp, Superintendent of Clark County Board of Developmental Disabilities who stated that her organization is running a levy campaign in Clark County. After distributing a handout, she said that they have provided services for over 60 years and that state funding is being cut by over one million dollars each year for the next two to three years. After reviewing the organization's history, Jennifer requested the MHR Board to endorse the Clark County Board of Developmental Disabilities levy, Issue 25, on the November 6, 2012 ballot. The recommendation is below.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ENDORSE THE DEVELOPMENTAL DISABILITIES OF CLARK COUNTY LEVY, ISSUE 25, THAT WILL BE ON THE NOVEMBER 6, 2012 GENERAL ELECTION BALLOT.

IT was MOVED BY KIM MICHAEL, SECONDED BY JULIE ANTHONY TO ENDORSE THE DEVELOPMENTAL DISABILITIES OF CLARK COUNTY LEVY FOR NOVEMBER 6, 2012.

MOTION CARRIED.

Kent then gave an update on the MHRB Greene County Levy, stating that there will be a Levy Watch beginning at 7:00 p.m. on Tuesday, November 6th at the Christopher House, 476 West Market St., Xenia. Kent asked Greta to give an update on the Greene County levy. Greta stated that levy fact sheets are available to anyone who would like to distribute them. She then showed Board members examples of levy materials that will be mailed to voters and stated that ads will be on the radio and in newspapers, along with endorsements from agencies. There are also large billboards around Greene County. Smaller levy yard signs are available to anyone who would like one or more. Levy T-shirts and buttons displaying levy information are also being distributed. Kent stated that there are regular levy updates on the MHR Board's website. He also said that even though this levy is a group effort, he wanted to thank Greta for all the work she has done.

Next, Kent stated that Jim Vernon continues to improve and is home now and he wished him a speedy recovery.

Kent stated that he, along with Roger, Ben, Joseph, Greta and Roselin, attended the Ohio Prevention Policy Summit in Dublin, Ohio on October 10th. This summit stressed the importance

of achieving population outcomes to reduce behavioral health risk across a life span. More information will be forthcoming in the future regarding this.

ADMINISTRATIVE ISSUES

Next, Roger 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, 2012. This report is strictly on a cash basis with total cash receipts of \$8,525,927 and total cash disbursements of \$6,678,968 with an ending fund balance at the end of September of \$11,296,641.

Next, Kevin explained that the Finance Committee had discussed various formats for presenting this information. It was the consensus of the committee to use this new format for reporting fiscal year information. The first report represents the Statement of Receipts and Disbursements for the General Fund with receipts of \$4,591,792 and disbursements totaling \$1,619,382 and an ending fund balance as of September 30, 2012 of \$2,937,410.

The second new report represents the Statement of Receipts and Disbursements for the Special Revenue Funds. Year-to-date as of September 30, 2012 cash receipts total \$770,957; cash disbursements total \$501,382 with receipts over disbursements by \$399,575.

The third new report represents the Statement of Receipts and Disbursements for the Fiduciary Funds as of September 30, 2012. Total cash receipts are \$1,094,447; total cash disbursements are \$875,000, with cash receipts over disbursements of \$219,447. This fund represents "Hot Spot" activity.

Next, Kevin reviewed the Budget to Actual – Administration and Support Budget Summary as of September 30, 2012. Total actual expenses were \$262,054; budgeted expenses were \$293,025, with actual expenses under budget \$30,971.

Kevin then reviewed the Board's Projected Cash Position. The actual ending balance as of September 30, 2012 is \$11,060,588. Board staff anticipates a cash balance as of September 30, 2013 of \$8,826,151.

Roger called on Nancy Chiles to review Attachment D, a recommendation to spend committed funds. Nancy stated that these funds in the amount of \$20,453 were set aside in 2007 by the Board of Directors and earmarked for furnishings and improvements, inside and outside, to the Board's domestic violence shelter facility. The Mental Health Foundation had a fund raiser in June 2012 for improvements to this facility, with the Board agreeing to match funds received. The matched funds would come out of these committed funds of approximately \$2,800. Kent and Nancy have worked with Project Woman's staff in regards to their needs and have developed a budget for the use of the remainder of these funds. This includes internal painting,

new lighting, fans in restrooms, new beds and dressers, carpeting, etc. Kent stated that this motion is to release these committed funds. Kent read the recommendation.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES SPEND FUNDS PREVIOUSLY COMMITTED FOR THE PROJECT WOMAN SHELTER FACILITY IN THE AMOUNT OF \$20,453. THE DISBURSEMENT OF FUNDS WILL BE USED FOR BUILDING IMPROVEMENTS AND FURNISHINGS.

IT was MOVED BY DELVIN HARSHAW, SECONDED BY BEN HARRISON TO SPEND FUNDS PREVIOUSLY COMMITTED FOR THE PROJECT WOMAN SHELTER FACILITY.

MOTION CARRIED.

Next, Kent called on Nancy to review the next recommendation, Attachment E, to spend assigned funds for Greene County. Nancy explained that Greenebridge, one of the Board's facilities in Xenia, needed the sewer line repaired. After inspection, it was discovered that the clay tile from the facility to the sewer connector across the street was ready to collapse. To prevent the tile from collapsing and having major street repair, it was decided to insert a liner into the tile. The cost was approximately \$13,000. Board staff is requesting that the Board approve the use of previously assigned funds. These funds represent the balance from a re-roofing project for three of the Board's facilities in Greene County. Kent stated that with this preventive action it has saved the Board the considerable expense of tearing up the street. Kent read the recommendation.

IT IS THE RECOMMENDATION THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES SPEND FUNDS PREVIOUSLY ASSIGNED FOR GREENE COUNTY FACILITIES IN THE AMOUNT OF \$10,119.82. THE DISBURSEMENT OF FUNDS WILL BE USED FOR THE FOLLOWING PURPOSE:

INSTALL SEWER CLEAN OUT AND SEWER PIPE LINER FROM FACILITY FOUNDATION TO MAIN SEWER CONNECTION FOR THE 189 DAYTON AVENUE, XENIA FACILITY.

IT was MOVED BY JIM HUTCHINS, SECONDED BY SCOTT ANGER TO SPEND FUNDS PREVIOUSLY ASSIGNED FOR GREENE COUNTY FACILITIES TO INSTALL SEWER CLEAN OUT AND SEWER PIPE LINER.

MOTION CARRIED.

MENTAL HEALTH AND ALCOHOL/DRUG ISSUES

Roger called on Scott Anger, Co-Chair, to give the report of the Combined Mental Health and Alcohol/Drug Committees meeting held Tuesday, October 2, 2012 at the Greene County Educational Service Center. Scott referred the membership to Attachment F in the Board packet and reviewed the report. Scott read the first motion.

IT IS THE RECOMMENDATION OF THE COMBINED ALCOHOL/DRUG AND MENTAL HEALTH COMMITTEES THAT THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVE THE REQUESTED UNIT RATE CHANGE TO THE FY 2013 CONTRACT WITH MADISON COUNTY DEPARTMENT OF FAMILY AND CHILDREN AS SHOWN BELOW:

FISCAL YEAR 2013 – Amended Service Rates

Alcohol and Other Drug	Board Rate	Units
Prevention Education	60.44	850

IT was MOVED BY JULIE ANTHONY, SECONDED BY KELLIE PHILLIPS TO APPROVE THE REQUESTED UNIT RATE CHANGE TO THE FY 2013 CONTRACT WITH MADISON COUNTY DEPARTMENT OF FAMILY AND CHILDREN.

MOTION CARRIED.

Scott read the next motion for an allocation for the Rehabilitation Services Commission (RSC) Recovery to Work (VRP3) Project.

IT IS THE RECOMMENDATION OF THE COMBINED MENTAL HEALTH AND ALCOHOL/DRUG COMMITTEES THAT THE MENTAL HEALTH AND RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES ALLOCATE UP TO \$688,854.09 FOR THE RSC VRP3 PROJECT (BOTH ADMINISTRATIVE AND VOCATIONAL/TREATMENT SERVICES). THE PROJECT COVERS THE PERIOD FROM OCTOBER 1, 2012 THROUGH SEPTEMBER 30, 2013. ADMINISTRATIVE EXPENSES OF UP TO \$238,854.09 WILL BE PROCESSED THROUGH THE BOARD WHILE THE CASE SERVICES AMOUNT OF UP TO \$450,000 WILL BE BILLED DIRECTLY TO RSC BY PROVIDERS.

IT was MOVED BY DELVIN HARSHAW, SECONDED BY BEN HARRISON TO ALLOCATE UP TO \$688,854.09 FOR THE RSC VRP3 PROJECT.

MOTION CARRIED.

Scott stated that he was impressed with the presentations of the agencies at the Committee meeting and that they were very informative. Kent stated that he plans to have a FIT training for the Board in January.

FINANCE ISSUES

Julie Anthony, Chair of the Finance Committee, stated that the Finance Committee meeting was held on Friday, October 5, 2012 at the Board Administration offices. Julie reviewed the Committee minutes and read the first recommendation.

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 2013 FUNDING SOURCES AS REFLECTED IN THE ATTACHED DOCUMENT. THE TOTAL REVENUE NEEDED FOR FY 2013 EXPENDITURES IS \$15,944,179.

IT was MOVED BY LINDA GRIFFITH, SECONDED BY JIM HUTCHINS TO APPROVE THE PROPOSED FISCAL YEAR 2013 FUNDING SOURCES AS PRESENTED.

MOTION CARRIED.

MISCELLANEOUS

Kent stated that at next month's combined program committee there will be a special presentation of Civil Commitments with the Board's Attorney, Alan Collins, presenting a mock commitment hearing. This will be a fun and educational meeting.

Roger asked if Civil Commitments is a part of CIT training. Roselin answered, "yes".

AUDIENCE PARTICIPATION

None.

BOARD MEMBER COMMENTS

Delvin Harshaw thanked the Board staff who attended the Urban Light Ministries 17th Anniversary Fundraising Gala October 11th and stated that it was a big success.

ADJOURNMENT

A MOTION WAS MADE BY BEN HARRISON AND THE MEETING WAS ADJOURNED BY CHAIR, ROGER ROBERTS.

Delvin Harshaw, Secretary

Tauna Wren, MHR Board Staff