

Fairfield County ADAMH Board

Minutes of the April 28, 2015, Board meeting held at the ADAMH Board office pursuant to notice mailed to all Board members.

Pat Marshall, Chairperson, called the meeting to order at 6:32 pm with a quorum present.

ROLL CALL

PRESENT

Jay Bahnsen, Caryl Caito, Sam Hurley, Pat Marshall, Robert McDowell, Sheri Perry, Erin Roylance, D.O., Joseph Sidon, Jennifer Smith

ABSENT

Cheri Russo, Jennifer Yancey

STAFF

Rhonda Myers, Patti Waits, Nadine Carroll, Martha Pool

GUESTS

Scott Craft, Suzanne Capitini, Tony Motta, Trisha Farrar, Sharon Mongold, Michael Perry, Esther Branscome, Lynn Porter, Patti Waits

Chairperson Marshall asked guests and visitors to introduce themselves.

Chairperson Marshall asked the board members to review the minutes from March 24, 2015.

RESOLUTION NO. 4-28-15-1

Be it resolved upon motion by C. Caito and second by J. Bahnsen to approve the minutes from the March 24, 2015, board meeting. Motion was unanimously approved.

EXECUTIVE COMMITTEE

Chairperson Marshall shared that the ethics training for board members was pending. Some board members reported being unable to access the weblink. Director Myers will follow up on technical support to resolve the issue. If/when board members could access the site and complete the training, the certificate needs to be sent to the board office. Also, a letter from the Ethics Commission stated that Sheri Perry must recuse herself from all discussions/decisions concerning 211/Information & Referral since Mark Perry works for that agency.

The board was made aware that Dr. Roylance's husband was applying for the position of Director of Finance and if he was to be hired, that would create a conflict of interest for Dr. Roylance on the board.

The Nominating Committee will be composed of Pat Marshall, Jay Bahnsen and Robert McDowell.

Board member recruitment is slowly moving along. One good candidate was interviewed, but was soon to be moving out of the county. Another possible one has been sent an application and we are waiting to receive it back. There will be more on board member recruitment over the next couple of months.

ROSC (Recovery Oriented Systems of Care) – Director Myers thanked the four agencies (MOPS, NH, TRC & LH) for attending or sending a representative to the regional training on April 14/15. Some of the pieces we are already incorporating (treatment, rehab, peer support); other parts present areas to work on (housing, family, faith, social supports).

No action items were presented from the Executive Committee.

FINANCE COMMITTEE

Chairperson Perry reported that the Finance Committee discussed and approved new cyber insurance to not only protect our own county's records but also because we work with two other board areas closely. The insurance would include additional coverage up to \$2,000,000 limit in case of a security breach.

RESOLUTION NO. 4-28-15-2

Be it resolved upon motion by the Finance Committee to approve the purchase of cyber insurance with the additional coverage up to \$2,000,000 limit. Motion was unanimously approved.

The Finance Committee reviewed and approved the changes to the boilerplate contract based on input from the agency directors and review by John Snider, board attorney. Director Myers highlighted three changes for the whole board: 5.3, 6.3 and conflicting timeframes in 10.4.2 & 11.1.6.

RESOLUTION NO. 4-28-15-3

Be it resolved upon motion by the Finance Committee to approve the 2016 boilerplate contract language. Motion was unanimously approved.

The March Financials were reviewed and approved by the Finance Committee. The receipt of levy money made the receipts larger than normal.

RESOLUTION NO. 4-28-15-4

Be it resolved upon motion by the Finance Committee to approve the March 2015 Financials. Motion was unanimously approved.

Director Myers explained the reason behind not approving SFY 2015 Agency Specific Language, Outcomes Report and Appendix for Tyler's Light at this time until further research could be gathered.

The Finance Committee reviewed and approved SFY 2016 Agency Specific Language and Appendices for 211/Information & Referral, Big Brothers Big Sisters, Family, Adult & Children First Council, Lutheran Social Services, Tyler's Light and Mental Health America of Franklin County.

RESOLUTION NO. 4-28-15-5

Be it resolved upon motion by the Finance Committee to approve the SFY 2016 Agency Specific Language and Appendix for 211/Information & Referral. Motion was approved with one abstention.

The list of other Agency Specific Language sheets & Appendices presented by the Finance Committee was amended to not include Tyler's Light's Agency Specific Language and Appendix.

RESOLUTION NO. 4-28-15-6

Be it resolved upon an amended motion by the Finance Committee to approve the SFY 2016 Agency Specific Language and Appendices for Big Brothers Big Sisters, Family, Adult & Children First Council, Lutheran Social Services and Mental Health America of Franklin County. Motion was unanimously approved.

Chairperson Perry shared the concerns around Mid-Ohio Psychological Services including both, the therapeutic mentoring program, which has been a source of debate, and the jail linkage program. Patti Waits provided evidence of other programs around the country doing therapeutic mentoring. The committee looked at this program as a startup, where in time the billable hours would be able to sustain the program, but for now needed some financial support to get it up and running. The committee approved the agency specific language containing the jail linkage program and MOPS Youth Mentoring Program.

RESOLUTION NO. 4-28-15-7

Be it resolved upon motion by the Finance Committee to approve the SFY 2016 Specific Language for Mid-Ohio Psychological Services. Motion was unanimously approved.

The Finance Committee also approved the Agency Specific Language and Appendices for The Lighthouse and New Horizons.

RESOLUTION NO. 4-28-15-8

Be it resolved upon motion by the Finance Committee to approve the SFY 2016 Agency Specific Language for The Lighthouse and New Horizons. Motion was unanimously approved.

The Finance Committee approved a training stipend for a staff persons form New Horizons and Mid-Ohio Psychological Services to be trained as a Trauma Informed Care Trainers.

RESOLUTION NO. 4-28-15-9

Be it resolved upon motion by the Finance Committee to approve a \$300 training stipend for each NH and MOPS staff person approved by OMHAS to be a Trauma Informed Care Train the Trainer attendee; payable upon completion of the training to the agency with receipt of an invoice and a copy of the certificate of completion. Motion was unanimously approved.

Chairperson Perry explained that it has been the practice of the board to reimburse provider agencies for units of service at the same rates paid by Medicaid. The committee concurred with this practice.

RESOLUTION NO. 4-28-15-10

Be it resolved upon motion by the Finance Committee to approve reimbursing provider agencies for units of service at the same rates paid by Medicaid. Motion was unanimously approved.

The Finance Committee also reviewed and approved the contract with James Kemper.

RESOLUTION NO. 4-28-15-11

Be it resolved upon motion by the Finance Committee to approve the contract with James Kemper (Human Resources Consultation Services), who is providing consultation and development of job descriptions and an updated pay analysis. Motion was unanimously approved.

The Finance Committee reviewed the audits from The Lighthouse, Mid-Ohio Psychological Services, New Horizons Mental Health Services, The Recovery Center and Fairfield Mental Health Consumer Group. The committee noted that there were findings for FMHCG and requested an action plan from them to correct these.

RESOLUTION NO. 4-28-15-12

Be it resolved upon motion by the Finance Committee to acknowledge receipt of audits for the following agencies: The Lighthouse, Mid-Ohio Psychological Services, New Horizons Mental Health Services, The Recovery Center and Fairfield Mental Health Consumer Group. Motion was unanimously approved.

The Finance Committee reviewed and approved the Agency Specific Language for The Recovery Center.

RESOLUTION NO. 4-28-15-13

Be it resolved upon motion by the Finance Committee to approve the SFY 2016 Agency Specific Language for The Recovery Center. Motion was unanimously approved.

The Finance Committee reviewed and approved the Appendices for The Lighthouse, Mid-Ohio Psychological Services, New Horizons Mental Health Services and The Recovery Center.

RESOLUTION NO. 4-28-15-14

Be it resolved upon motion by the Finance Committee to approve the SFY 2016 Appendices for The Lighthouse, Mid-Ohio Psychological Services, New Horizons Mental Health Services and The Recovery Center. Motion was unanimously approved.

The Finance Committee reviewed and approved the Cheers Chalet contract as amended to provide a catered meal for the Annual Dinner and the contract with Community Research Partners to design a data website as part of the Harold Rogers Grant. There was discussion about the GeoStar contract, explanation

about each version and the plan to get it approved. Version 2 (for 12 months and without the Disclaimer of Warranties section) would be submitted first and then if GeoStar would not accept it, we could fall back to Version 1 (for 36 months) or a Version 3 for 24 months.

RESOLUTION NO. 4-28-15-15

Be it resolved upon motion by S. Perry and second by S. Hurley to approve Version 2 (for 12 months without the Disclaimer of Warranties section). If that contract is not accepted by GeoStar, our attorney would draft Version 3 with a favorable termination clause and at 24 months length. If that was still rejected, Version 1 would be submitted. Motion was unanimously approved.

Other contracts reviewed and approved by the Finance Committee were for Jacqui-Romer Sensky (Opiate Task Force Strategic Plan Consultant), Leah Hackleman-Good (Technical Writer Services), Jamie Cook (Social Media and Mental Health First Aid Trainings), OMHAS Data Sharing Agreement, Project DAWN Memorandum of Understandings with the Sheriff's Office and The Medicine Shoppe.

RESOLUTION NO. 4-28-15-16

Be it resolved upon motion by the Finance Committee to approve the Cheers Chalet contract as amended, the Community Research Partners contract, the contract with Jacqui Romer-Sensky (Opiate Task Force Strategic Plan Consultant), Leah Hackleman-Good (Technical Writer Services), Jamie Cook (Social Media Services and MHFA Trainer), OMHAS Data Sharing Agreement, Project DAWN MOUs with the Fairfield County Sheriff's Office and The Medicine Shoppe. Motion was unanimously approved.

The Finance Committee reviewed the progress of the lease with New Horizons Granville Pike building. There has been two different interpretations of the services, whether they were in-kind or being billed. It would be a hardship on New Horizons to provide those services for free. The county owns the building and it was built for providing mental health services to our community. A new clause added has been causing the confusion. The county desires to have the new lease be for only 5 years instead of 10 as in the past.

RESOLUTION NO. 4-28-15-17

Be it resolved upon motion by J. Bahnsen and second by S. Perry to 1) direct Executive Director Myers to consult with the Fairfield County Commissioners about the New Horizons Lease and 2) to authorize the Executive Committee to approve the lease at a later time at their discretion. Motion was unanimously approved.

Chairperson Perry thanked Sam Hurley and Jennifer Yancey for reading the board materials ahead of time so decisions can be made quicker in the committee meetings.

POLICIES & PROCEDURES COMMITTEE

Chairperson Caito presented the Bad Debt Policy 03.17, which received a first reading in the Policies & Procedures Committee, and is now offered to the board for a first reading.

RESOLUTION NO. 4-28-15-18

Be it resolved upon motion by the Policies & Procedures Committee to approve the first reading of 03.17 Bad Debt Policy. Motion was unanimously approved.

The Administrative Leave for Poll Worker Policy 08.49 received a second reading by the Policies and Procedures Committee and a motion to waive the third reading was approved. It is presented to the board for a second and final reading.

RESOLUTION NO. 4-28-15-19

Be it resolved upon motion by the Policies & Procedures Committee to approve for a second and final reading, waiving the third reading, 08.49 Administrative Leave for Poll Worker Policy. Motion was unanimously approved.

COMMUNITY RELATIONS COMMITTEE

Chairperson McDowell shared information from their meeting concerning the Annual Dinner, May 19. The committee would be meeting next week to review and choose award winners. The program will be presented by the Fairfield Photography Project, showing stories of recovery through photographs. Board Members and their significant other will not need to pay to attend.

The committee was glad to hear that Jamie Cook would continue to work as a consultant on various social media platforms. The committee reviewed and made suggestions to improve the video about the ADAMH Board's work which will eventually be shown on the website. Chairperson McDowell announced his need to resign from the board as his job has him relocating in June to a church in Athens, Ohio.

FINANCE COMMITTEE

Director Myers directed attention to a request by The Recovery Center for reallocation of funds that was not on the motion list under the Finance Committee. Finance Committee Chairperson Perry talked about that request and which parts the Finance Committee approved.

RESOLUTION NO. 4-28-15-20

Be it resolved upon motion by the Finance Committee to approve the reallocation of \$92,000 from treatment to prevention, \$8,320 for startup costs for their Pickerington Office and \$12,291.05 for startup costs for case management at the Pearl House. Motion was unanimously approved.

RESOLUTION NO. 4-28-15-21

Be it resolved upon motion by the Finance Committee to approve the use of Detox, MAT and Under-insured & Uninsured programs to be best administered for the benefit of the community at the Executive Director's discretion with the total amount allocated. Motion was unanimously approved.

The Finance Committee also explained the request to move money from the treatment portion of The Recovery Center's Gambling Funds Budget into the prevention portion, which was approved by the committee.

RESOLUTION NO. 4-28-15-22

Be it resolved upon motion by the Finance Committee to approve the revised Gambling Funds Budget submitted by The Recovery Center. Motion was unanimously approved.

The Finance Committee also approved the Vocational Program for The Recovery Center.

RESOLUTION NO. 4-28-15-23

Be it resolved upon motion by the Finance Committee to approve \$72,610 for the Vocational Program for The Recovery Center. Motion was unanimously approved.

The Finance Committee clarified which appendix for MOPS was the correct one. There were three included in the packet. The one that reflects the Agency Specific Language that includes both the Jail Linkage Program and MOPS Youth Mentoring Program is the correct one (p. 95).

DIRECTOR'S REPORT

Director Myers asked the board to approve delegating authority to the Executive Committee for May & June to handle necessary business that may arise. This would allow the board not to have a board meeting in May.

RESOLUTION NO. 4-28-15-25

Be it resolved upon motion by J. Bahnsen and second by J. Smith to approve delegating to the Executive Committee authority to take action on behalf of the ADAMH Board between now and the June Board Meeting. Motion was unanimously approved.

Director Myers reported that John Snider, board attorney, agreed that nothing more needed to be done with the situation with 211/Information & Referral hiring Mark Perry. Having Sheri Perry recuse herself from all board matters concerning 211/Information & Referral is appropriate and sufficient.

Director Myers reported that OMHAS approved our 2015 Community Plan. The Fairfield County Commissioners also passed a resolution supporting May is Mental Health Awareness Month. The Nalaxone training will be May 26 in our building from 8:30 am – noon and the training will be led by someone from the Chillicothe Health Department. The 15-minute video that we previewed last month will be part of that training which is open to law enforcement as well as others in our community interested in being trained. Board Staff will be also be attending Mental Health First Aid Training and Trauma Informed Care Training in the next month.

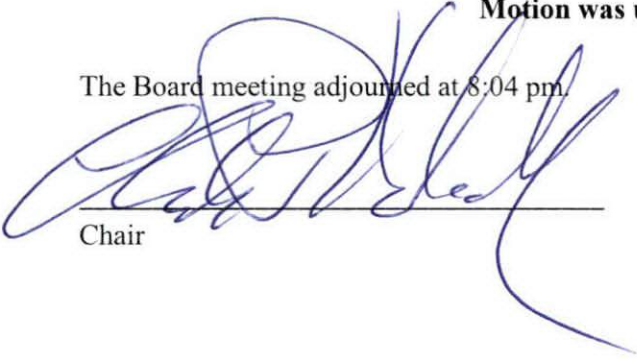
No comments from guests.

ADJOURNMENT

RESOLUTION NO. 4-28-15-26

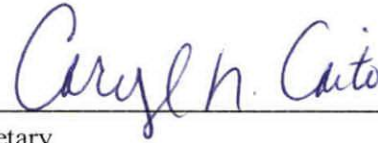
**Be it resolved upon motion by Dr. Roylance and second by S. Hurley to adjourn the meeting.
Motion was unanimously approved.**

The Board meeting adjourned at 8:04 pm.



A large, stylized handwritten signature in blue ink, written over a horizontal line. The signature is highly cursive and loops around itself.

Chair



A handwritten signature in blue ink, written over a horizontal line. The signature is cursive and clearly legible as 'Caryl H. Cato'.

Secretary