

# Fairfield County ADAMH Board

Minutes of the June 19, 2012, Board meeting held at 6:30 p.m. at the Board office pursuant to notice mailed to all Board members.

Chairman Bahnsen called the meeting to order at 6:36 p.m. with a quorum being present.

## ROLL CALL

### PRESENT

Tom Alexander, Jay Bahnsen, Cindy Bender, Caryl Caito, M.D., Pat Marshall, Sheri Perry, Phillip Prior, M.D., Marian Reitano, Erin Royslance, D.O.

### ABSENT

Jeff Gerken, Robert Masone, Tom Feisel, John Hoag, Ph.D.

### STAFF

Rhonda Myers, Don Mohler, Patricia Waits, Lynn Porter, Martha Pool, Nadine Carroll.

### GUESTS

Esther Branscome, Tony Motta, Miranda Zircher, Suzanne Pelletier-Capitini.

Board Members and guests introduced themselves.

Chairman Bahnsen asked if there were any additions or corrections to the May Board minutes.

## RESOLUTION NO. 6-19-12-1

**Be it resolved upon motion by Dr. Prior and second by C. Bender to approve the May minutes.  
Motion was unanimously approved.**

## Policy Committee Report

Sheri Perry reported that the HIPAA policies and Requests for Letters of Support policies that received the first reading by the ADAMH Board in May would be presented for the second reading at the August board meeting. They also looked at the following policies:

- 01.35 Board Member Reimbursement for Actual and Necessary Expenses
- 02.80 Involuntary Psychiatric Hospitalizations and Probate Hearings
- 02.80.01 Involuntary Psychiatric Hospitalizations and Probate Hearings
- 02.89 ADAMH System Client Rights & Grievances
- 02.89.01 ADAMH System Client Rights & Grievances
- Promoting Awareness of Clients Rights Policy (new)
- Promoting Awareness of Clients Rights Procedure (new)

These would be sent to the ADAMH Board for a first reading in August.

### **Finance Committee Report**

Sheri noted that they were shown a revised policy for Financial Management Standards which would go to the Policy Committee when they were done with it. They also discussed material for two new policies, one on bad debt and one on board reserves. Director Myers had contacted several boards concerning bad debt. Most indicated they did not cover bad debt. One board had a policy, but they dealt with bad debt at the end of the year if there were surplus monies that could be reallocated. All of this would be taken into consideration as we begin to craft a policy.

Sheri Perry reported that concerning the May financials, most of the items were pass-through money. She noted that the cash balance was equal to 97.72% of twice the average monthly expenditures, which was very good. She also noted that bed days were well under our budget for the year by about 500 days.

#### **RESOLUTION NO. 6-19-12-2**

**Be it resolved upon motion by the Finance Committee to approve the May financials. Motion was unanimously approved.**

Sheri reported that in March the ADAMH Board was awarded \$4000 from ODMH to be used for Early Childhood mental health consultation which is provided by New Horizons.

#### **RESOLUTION NO. 6-19-12-3**

**Be it resolved upon motion by the Finance Committee to approve the \$4000 in ECMH Funds to go to New Horizons. Motion was unanimously approved.**

Sheri reported that the New Horizons Early Intervention department located downstairs in our building had not paid for their communications since their contract in 2010. As a way to show our support for this program that the ADAMH Board used to fund, the committee chose to recommend that the communications services be an in-kind contribution.

#### **RESOLUTION NO. 6-19-12-4**

**Be it resolved upon motion by the Finance Committee to forgive the past amount due and to approve the \$1400 in communication costs as an annual in-kind contribution to New Horizons. Motion was unanimously approved.**

Concerning supplemental allocations to our agencies for FY13, the committee recommended the following breakdown: The Lighthouse \$15,000, The Recovery Center, \$30,000, Mid-Ohio Psychological Services \$40,000 and New Horizons \$152,000. Sheri noted that Nadine Carroll had provided calculations that indicated that if a straight percent of overall budget was followed, each agency, with the exception of The Recovery Center, would be receiving a percentage of additional funding that is greater than what their proportional share would have been.

**RESOLUTION NO. 6-19-12-5**

**Be it resolved upon motion by the Finance Committee to approve the \$237,000 FY13 distribution to the agencies with the following breakdown: \$152,000 to New Horizons, Mid-Ohio \$40,000, The Recovery Center \$30,000 and The Lighthouse \$15,000. Motion was unanimously approved.**

Sheri shared information on the fall planning process to determine the county's needs and plan for FY14. It is hoped to have two committees looking at both mental health and substance abuse and coming up with priorities in funding by the end of October. The board would vote on this at the November/December meeting. Agencies would have until the January board meeting to make proposals and have a first reading at the January meeting with a final vote in February. Sheri noted that without having to deal with Medicaid payments, it will allow us an opportunity to possibly move in new directions.

Sheri reported that we still have not heard from ODADAS about revised allocations. We anticipate losing some AoD funds but hope to hold The Recovery Center stable on their allocation.

Sheri reported that there were SPF SIG funds leftover this first year and some equipment and software items were able to be purchased.

Sheri shared that ODMH has allocated us \$19,788 in extra 505 funds, based on some extra money they had that was distributed on a per capita basis. Director Myers noted that the additional moneys were targeted towards Boards that were receiving less than the average per capita mental health funds.

Sheri reported that unused money from this year's Re-Entry Grant would be carried over to next year. Concerning the VRP3 grant that The Recovery Center had, it was not going as well as expected. There were a lot of hoops to jump through and they are not sure it was worth the effort. They are still trying to figure out if they want to reapply for next year.

Sheri shared that Director Myers and Lynn are still working with Fairfield Medical Center to put into place additional crisis stabilization plans. We would be receiving about \$210,000 in Regional Hot Spot funds for this. Lynn is looking into recidivism rates because we won't save money if someone goes to the hospital multiple times.

Sheri completed her report by saying that all the agency audits had been received and there were no findings in any of them.

**Director's Report**

Director Myers shared that she was joined by Nadine Carroll, Lynn Porter and Patti Waits at the Pickerington Cruise-In on June 1 and that Dr. Prior came with his van. About \$300 was raised for the Opiate Task Force even though it was a cool evening and they had a small turnout of cars – about 25. Dr. Prior remarked that he had received one of the Top 30 trophies (there were only 26 cars in the show!).

Director Myers remarked that Nadine, who has been learning more about the finance responsibilities, has turned the job of board minutes over to Martha Pool.

Director Myers shared that the Community Plan did not have to be approved by the board and she has revised it, writing it as a tool for advocacy as we look towards FY 14 & 15. She asked the board for any suggestions that could be added to the plan. She noted one specific addition to make from New Horizons Youth and Family Center: Fairfield County mental health crisis intervention assessments have increased from 25.3% over the past two fiscal years: from 904 in 2010 to 1,133 in SFY 2012. SFY 2012 crisis assessments resulting in hospitalizations have increased at a similar rate (23.7%) from 455 hospitalizations in SFY 2010 to 563 hospitalizations in SFY 2012. (SFY 2012 is actual data through May, 2012, annualized.)

While not officially making a motion to approve the Community Plan, the board unanimously gave an unofficial “thumbs up” to it as revised by Director Myers.

The Recovery Center will be going through certification process. We have received a form to give quality remarks. It is not due for several months and a draft of that will be available to review in August.

Director Myers shared with the Board the letter of support she had written for New Horizons as they applied for the SAMHSA Primary and Behavioral Health Integration Grant. Tony Motta said it would be the end of September before he would hear whether or not they would get it.

Director Myers talked a little more about the Needs Assessment process that would be happening this fall. She was collecting information on services and prevalence rates and this summer would be getting out needs assessment surveys to not only find out what services the community felt were most needed but also what populations needed services the most. The planning committees would look at all of this to help them make decisions.

Director Myers shared some upcoming July items with the board:

- July 13 & 14 Tour de Cause, Kick-off and Ride (benefits Recovery Center)
- July 18 & 19 Dr. Gillette at OACBHA
- July 20 Lancaster Art Walk (ADAMH Board offices open)
- July 29 & 30 NAMI Bus at Lancaster Festival

There will be no board meeting in July.

Director Myers also noted some additional items to remember when drafting FY13 contracts (in addition to 30-day letter):

- Delete Medicaid references as appropriate.
- Add provision that non-Medicaid services will be capped at same levels as Medicaid services. Non-Medicaid services cannot be used in addition to Medicaid services to extend the length of treatment. Prior authorization to exceed caps if needed can be requested.
- No a priori bad debt in appendices. Policy and procedure will be developed to address requesting Board funds for bad debt.

Director Myers also clarified a question about the 505 monies: If we had received the average \$4.20 per capita we would have received \$257,000 per year. We have been receiving \$2.30, so the \$19,788 we will be receiving is beginning to help equalize funding.

Marian Reitano wanted the board to know that, from the Opiate Task Force meeting earlier in the day, Chief Bailey made it very clear that he had always supported and continues to support the Pearl House project. This was to clear up some remarks to the contrary made at a previous board meeting.

**Chairperson's Report**

Chairperson Bahnsen said that a couple of new board members were being considered but more on this would be reported at a future meeting.

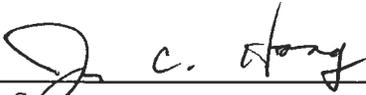
**ADJOURNMENT**

**RESOLUTION NO. 6-19-12-6**

**Be it resolved, upon motion by Dr. Prior and seconded by Dr. Roylance to adjourn the Board meeting. The motion was unanimously approved.**

The Board meeting adjourned at 7:14 p.m.

  
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Chair

  
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Secretary