

Fairfield County ADAMH Board

Minutes of the June 2014 Board meeting held at the 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., Cheri Russo, Sam Hurley, Jennifer Yancey

ABSENT

Marian Reitano, Jennifer Smith

STAFF

Rhonda Myers, Nadine Carroll, Patti Waits, Jamie Cook, Jessica Fisher, Martha Pool

GUESTS

Tony Motta, Miranda Zircher, Trisha Farrar, Becky Edwards, Tessie Swain, Marilyn Ford, Shirlee Estell, Mark Conrad

INTRODUCTION OF GUESTS AND VISITORS

Chairperson Marshall asked guests to introduce themselves.

PRESENTATION BY NAMI OF FAIRFIELD COUNTY

Marilynn Ford, Shirlee Estell and Mark Conrad thanked the board for their past support. They shared the success of the Family to Family Classes held last fall. They indicated that the local group was growing. Mark is working towards being certified to teach the evidence-based Family to Family Class.

Erin Roylance, D.O., arrived at 6:35 pm.

BOARD MINUTES

Chairperson Marshall asked board members to review the May 20, 2014, minutes.

RESOLUTION NO. 6-24-14-1

Be it resolved upon motion by Dr. Roylance and second by J. Bahnsen to approve the corrected minutes of May 20, 2014. Motion was unanimously approved.

POLICIES/PROCEDURES COMMITTEE

Caryl Caito, Chairperson, presented the following policies to the board for a second and final reading:

- Standing Committee on Alcohol and Drug Services Policy (RESCIND) 01.08
- Allegations of Abuse or Neglect Policy 02.91
- Prepayment of Services Policy 03.66

- Designation of a Privacy and Security Officer Policy 05.02
- Performance Evaluation Policy 08.13
- Travel Reimbursement Policy 08.35
- Office Closing Due to Adverse Conditions Policy 08.48

RESOLUTION NO. 6-24-14-2

Be it resolved upon motion by C. Caito and second by C. Russo to approve second and final reading of 01.08 Standing Committee on Alcohol and Drug Services Policy (RESCIND), 02.91 Allegations of Abuse or Neglect Policy, 03.66 Prepayment of Services Policy, 05.02 Designation of a Privacy and Security Officer Policy, 08.13 Performance Evaluation Policy, 08.35 Travel Reimbursement Policy, and 08.48 Office Closing Due to Adverse Conditions Policy. Motion was unanimously approved.

The following Procedures were presented to the board for a second and final reading for advise/consent:

- Board Member Training Procedure 01.34.01
- Allegations of Abuse or Neglect Procedure 02.91.01

COMMUNITY RELATIONS COMMITTEE

Robert McDowell, Chairperson, referred board members to the committee minutes on page 9 and 10. He reported that the committee approved hiring an independent polling company to conduct a pre-levy campaign survey.

RESOLUTION NO. 6-24-14-3

Be it resolved upon motion from C. Russo and second by S. Perry to approve \$3,900.00 for a pre-levy campaign survey to be conducted. Motion was unanimously approved.

MENTAL HEALTH & ADDICTION COMMITTEE

Dr. Roylance, chairperson, asked Director Myers to share about the SFY 2015 Mid-Biennial Review. She reported that 1) the 507 funding that was received this year we would not be receiving next year 2) boards are required to have in place a broad continuum of care for mental health and addiction within two years regardless of the amount of funding we receive 3) OMHAS is distributing the SAPT block grant over six quarters instead of four quarters (same money spread over a longer time). Another change was with legislation on Civil Commitment/Treatment of persons with mental illness. The new law broadens criteria for court-ordered mental health. This goes into effect in September and we anticipate the need to provide treatment to more persons as time goes on. There were other substance abuse related legislation. One was that prescribers of Schedule II drugs/opioids are mandated to review the Ohio Automated Rx Reporting System before prescribing.

Dr. Roylance shared the committee's ongoing work on a Sliding Fee Scale Policy.

Chairperson Roylance shared that Mid-Ohio Psychological Services would be changing their fee for court evaluations and report writing from \$50 an hour to \$90 an hour beginning July 1, 2014. The ADAMH

Board would continue to pay \$50 and the court or client would be responsible for the rest. The committee wished to bring this to the board so that everyone would know of this change.

RESOLUTION NO. 6-24-14-4

Be it resolved upon motion from the Mental Health & Addiction Committee to acknowledge Mid-Ohio Psychological Services' notice that they are raising the report writing fee to \$90.00 an hour as of July 1, 2014, but that the ADAMH Board will continue to pay only \$50.00 of that fee. Motion was unanimously approved.

Chairperson Roylance reported that the committee agreed to absorb the functions of the Quality Improvement Committee rather than forming a separate committee.

RESOLUTION NO. 6-24-14-5

Be it resolved upon motion from the Mental Health & Addiction Committee to absorb the function of the Quality Improvement Committee. Motion was unanimously approved.

Chairperson Roylance shared about the recent Crisis Intervention Training held in June and Prevention Programs that were being promoted to businesses through the Harold Rogers Grant. The committee also discussed ways the ADAMH Board could help with Anchor Hocking employees who are being laid off. Lastly, volunteers for the Fourth of July parade in Lancaster are being recruited.

FINANCE COMMITTEE

Sheri Perry, Chairperson, reported that the committee reviewed and approved the May Financials which had above average receipts.

RESOLUTION NO. 6-24-14-6

Be it resolved upon motion from the Finance Committee to approve May Financials. Motion was unanimously approved.

Chairperson Perry reported that the committee approved two requests for board owned property to replace and repair the porch of the women's house for \$1,241.60 and to build a shelter house between the Center of Hope and the E. Main houses for \$3,338 where smoking would be permitted (rather than in the houses or the Center of Hope).

RESOLUTION NO. 6-24-14-7

Be it resolved upon motion from the Finance Committee to approve the following requests: \$3,338 for a shelter house between the Center of Hope and the Men's house and \$1,241.60 to replace and repair the front porch of the women's house. Motion was unanimously approved.

Chairperson Perry shared the estimates for repaving the driveway and parking lot. The estimate presented to the Finance Committee did not include paving back to the houses or the gravel. A separate sheet included this. After discussion the following motion was made.

RESOLUTION NO. 6-24-14-8

Be it resolved upon motion from S. Perry and second by Dr. Roylance to delegate authority to approve up to \$36,500 to 1) widen and pave the driveway to accommodate two lanes from Main St. to the Parking Lot, 2) pave the parking lot, 3) pave the driveway back to the two houses, and 4) add gravel to the driveway behind the Center of Hope. Motion was unanimously approved.

Chairperson Perry reported requests from FMHCG to cover some costs that were outside their budget projections plus an advance of \$3,000 to be held for future building repairs and maintenance.

RESOLUTION NO. 6-24-14-9

Be it resolved upon motion from the Finance Committee to approve FMHCG's requests, 1) \$1,000 to cover the cost of audit that was higher than budgeted, 2) \$1,500 in utilities, 3) \$700 in inspections for recertification by OMHAS, and 4) an advance of \$3,000 to be held for future building repairs and maintenance. Motion was unanimously approved.

Chairperson Perry shared that the process of converting the houses the ADAMH Board owns to transitional housing for people coming out of the hospital involves helping people who currently live there relocate to an apartment of their own. Lutheran Social Services is helping with this process and have identified expenses that would help the persons make this transition. The Committee approved these expenses.

RESOLUTION NO. 6-24-14-10

Be it resolved upon motion from the Finance Committee to approve relocation expenses up to a maximum of \$6,697.83. Motion was unanimously approved.

Chairperson Perry reported that The Recovery Center's audit had no findings and was approved by the committee.

RESOLUTION NO. 6-24-14-11

Be it resolved upon motion from the Finance Committee to acknowledge receipt of The Recovery Center's FY 2013 audit. Motion was unanimously approved.

Concerning insurance coverage differences in the addendum to the MOU with FACFC for the Multi-System Youth Committee, the Finance Committee approved substitute contract language for Article 12. Subsequently, board legal counsel gave different language.

RESOLUTION NO. 6-24-14-12

Be it resolved upon motion by S. Perry and second by C. Caito to accept the language and to change the following FACFC contract language for 11.7.1 from: Provider has delivered services in excess of the allocated number of units stated in the appendices.” to: “the ADAMH Board in its discretion believes it’s in the best interest of it and the consumers of mental health services of Fairfield County that said additional payment is made.” and to delegate authority to the Executive Director to resolve, in collaboration with Board Legal Counsel and the Board Chair, the insurance issues. Motion was unanimously approved.

Chairperson Perry said the committee reviewed and approved the budget for NAMI of Fairfield County.

RESOLUTION NO. 6-24-14-13

Be it resolved upon motion from the Finance Committee to approve NAMI’s request of \$10,560 for the next three years. Motion was unanimously approved.

Chairperson Perry reviewed a few of the changes in the board office budget and reported that the committee approved it.

RESOLUTION NO. 6-24-14-14

Be it resolved upon motion from the Finance Committee to approve the SFY 2015 Board Office Budget. Motion was unanimously approved.

Chairperson Perry reported that the committee received a request from New Horizons for \$18,000 to partially fund the Teen Screen Program that was not granted by United Way. The committee approved this request.

RESOLUTION NO. 6-24-14-15

Be it resolved upon motion from the Finance Committee to approve funding the Teen Screen program at New Horizons for \$18,000 contingent upon availability of funds. Motion was unanimously approved.

Director Myers reviewed some of the changes that had been made by Big Brothers Big Sisters and legal counsel in coming up with agency specific contract language.

RESOLUTION NO. 6-24-14-16

Be it resolved upon motion by S. Perry and second by J. Yancey to approve Big Brothers Big Sisters Agency Specific Contract Language. Motion was unanimously approved.

Chairperson Perry talked about the change of the board-owned houses from permanent housing to transitional housing. This change needs to be approved by OMHAS and is in process. A new property management contract with Lutheran Social Services was created.

RESOLUTION NO. 6-24-14-17

Be it resolved upon motion by S. Perry and second by J. Bahnsen to approve the Property Management Contract with Lutheran Social Services for the ADAMH houses with the understanding that the change of use must be approved by OMHAS. Motion was unanimously approved.

Chairperson Perry presented a contract with Lutheran Social Services for the lease of six (6) apartments for three years. These would provide temporary housing for persons with mental health and dual diagnoses when coming out of the hospital with no other place to go.

RESOLUTION NO. 6-24-14-18

Be it resolved upon motion by S. Perry and second by C. Caito to approve a contract with Lutheran Social Services for the lease of six apartments for three years. Motion was unanimously approved.

Director Myers reported that a Memorandum of Understanding (MOU) was developed, then revised based on agency input and finally by legal counsel. The original purpose of the MOU was to bring agencies up to HL7 compliant and the final version still reflects that.

RESOLUTION NO. 6-24-14-19

Be it resolved upon motion by S. Perry and second by J. Yancey to approve Technology Grant Memorandums of Understanding. Motion was unanimously approved.

Chairperson Perry shared that the advertising campaign to promote new services in the Pickerington area by New Horizons and The Recovery Center has been agreed upon and written in contract form. Director Myers added that the expenditures would be agreed upon by board staff, New Horizons and The Recovery Center.

RESOLUTION NO. 6-24-14-20

Be it resolved upon motion by S. Perry and second by J. Yancey to approve the Pickerington/Violet Township Engagement Contract for \$20,000 between the ADAMH Board and New Horizons and The Recovery Center with expenditures being approved by board staff, New Horizons and The Recovery Center. Motion was unanimously approved.

Chairperson Perry reported that Mid-Ohio Psychological Services was asked to revise their SFY 2015 appendices to not include one-time funds. They did not redistribute those funds to other areas as suggested, but may come back to the board later to request the deducted amount back into their contract appendices for appropriate services. Sheri presented them to the board for approval.

RESOLUTION NO. 6-24-14-21

Be it resolved upon motion by S. Perry and second by S. Hurley to approve Mid-Ohio Psychological Services' revised SFY 2015 contract appendices. Motion was unanimously approved.

Chairperson Perry reiterated the hopefulness of crisis stabilization money coming from the state and presented an extension of our current program to August 31, 2014.

RESOLUTION NO. 6-24-14-22

Be it resolved upon motion by S. Perry and second by C. Russo to approve an extension of SFY 2014 Next Day Crisis Stabilization Program to August 31, 2014. Motion was unanimously approved.

DIRECTOR'S REPORT

Director Myers presented the ADAMH Board Strategic Plan for January 2014 – June 2016 and asked the board's approval.

RESOLUTION NO. 6-24-14-23

Be it resolved upon motion by J. Bahnsen and second by Dr. Roylance to approve the ADAMH Board Strategic Plan, January 2014 – June 2016. Motion was unanimously approved.

Director Myers talked about housing resources that the board staff has been working on. Currently there are 16 persons in the state hospital for various reasons and many of them are homeless. This number is high and so putting into place housing options so that they can be released is crucial.

Director Myers highlighted two Mental Health First Aid classes to be held July 25 and August 22. Martha Pool recently was trained to teach this in addition to other board staff, Jamie Cook and Patti Waits. Board members are welcome to attend either training. Also, board members were welcomed to attend the Opiate Conference in Columbus on July 1.

Director Myers thanked the agencies for their participation with the Crisis Intervention Training.

There will be no board meeting in July, but the Finance Committee is scheduled to meet July 14 at 6:30 pm and the Executive Committee on July 15 at 6:45 pm.

CHAIRPERSON'S REPORT

Chairperson Marshall shared his thoughts about the legislative day on May 7 in which he and Director Myers visited Representatives Hood and Stebelton and Senator Balderson. Their concern was that the state was leaning towards controlling the funds rather than sending them to the local level. They seemed very receptive, appreciative and supportive of decentralizing funding. There needs to be regular meetings with them.

FINAL COMMENTS FROM GUESTS

Trisha Farrar, CEO of The Recovery Center, thanked the board for all the opportunities in starting the Pickerington office and funds to help with electronic health records.

ADJOURNMENT

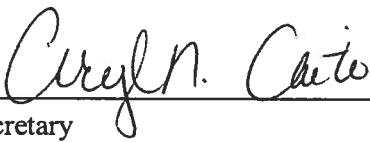
RESOLUTION NO. 6-24-14-24

Be it resolved, upon motion by R. McDowell and second by J. Bahnsen to adjourn the Board meeting. The motion was unanimously approved.

The Board meeting adjourned at 8:23 p.m.



Chair



Secretary

