

## Fairfield County ADAMH Board

Minutes of the June 27, 2017, Board meeting held at ADAMH Board office, pursuant to notice mailed to all Board members.

Erin Roylance, D.O, Chair, called the meeting to order at 6:37 pm with a quorum present.

### **SWEARING IN**

Rachel Shafer and Fred Baughman were sworn in as new board members by Jennifer Smith. Dr. Roylance welcomed them on behalf of all the board members.

### **ROLL CALL**

#### **PRESENT**

Fred Baughman, Jonathan McCombs, Ph.D., Joe Palmer, Sheri Perry, Jean Reed, Erin Roylance, D.O., Rachel Shafer, Joseph Sidon, Jennifer Smith

#### **ABSENT**

Jodi Andes, Trisha Whetstone, Jennifer Yancey

#### **STAFF**

Rhonda Myers, Nadine Carroll, David Stretton, Ph.D., Maureen Keller, Patricia Waits, Martha Pool

#### **GUESTS**

Marcy Fields, Tony Motta, Sara McIntosh, M.D., Tessie Swain, Dale Dixon

Chairperson Roylance asked guests to introduce themselves.

Chairperson Roylance asked the board members to review the April 25, 2017, board minutes.

### **RESOLUTION NO. 6-27-17-1**

**Be it resolved upon motion by S. Perry and second by J. Palmer to approve the minutes from the April 25, 2017, board meeting. Motion was unanimously approved.**

Copies of the Ethics and Conflict of Interest documents (O.R.C. 102 and 2921.42) were distributed and board members signed acknowledgements of receipt of these documents.

### **NOMINATING COMMITTEE**

Dr. Roylance reported on behalf of the committee and placed a slate of officers for consideration. No additional nominations were received.

### **RESOLUTION NO. 6-27-17-2**

**Be it resolved upon motion by the Nominating Committee to approve the following slate of ADAMH officers for the State Fiscal Years 2018-2019: Chair: Sheri Perry, Vice-Chair: Joe Sidon and Secretary: Jonathan McCombs, Ph.D. Motion was unanimously approved.**

## **FINANCE COMMITTEE**

Chairperson Perry reported on the Finance Committee meeting on June 5, 2017. She shared that the April Financials had been reviewed and approved by the committee. Nothing outstanding or unusual was noted about them.

### **RESOLUTION NO. 6-27-17-3**

**Be it resolved upon motion by the MHA Committee to approve the April 2017 month end financials. Motion was unanimously approved.**

Chairperson Perry shared that the committee had received a report on the third quarter financials of The Recovery Center and discussed the lack of AOD services in northern Fairfield County. The Finance Committee directed Director Myers to prepare and send out a Request for Information for AOD services.

The committee also heard a report on the receipt and expenditure of State and Federal funds for SFY 2016 as well as updates on contracts that had revised language since their inception. These included the Albia MIPS, PPS and Orman Hall contracts.

The Committee reviewed proposals for acquiring a new copier for the board office. No action was taken but the committee preferred purchasing a new copier vs. a used one and requested research into a state-wide purchasing agreement to lower costs.

The Finance Committee reviewed and approved a urinalysis CPT Rate that combined both collection and lab fees for the services we pay.

### **RESOLUTION NO. 6-27-17-4**

**Be it resolved upon motion by the Finance Committee to approve the deviation of the Medicaid rates for the urinalysis CPT code in order to include both the collection and associated lab fees (\$60.00 unit rate). Motion was unanimously approved.**

The Finance Committee discussed this year's proposed insurance renewal policy that included a 2-3% increase. Dale Dixon from Wichert Insurance reviewed the renewal policy with the entire board. He was invited to attend the Executive Committee meeting in July to address insurance gaps.

### **RESOLUTION NO. 6-27-17-5**

**Be it resolved upon motion by J. Sidon and second by S. Perry to approve the renewal of insurance coverage. Motion was unanimously approved.**

In light of other guests who were to speak to the board, the agenda moved to the report of the MHA Committee.

## **MHA COMMITTEE**

Maureen Keller, Clinical Care Coordinator, and Sara McIntosh, M.D., Chief Clinical Officer for the ADAMH Board, reported on an audit of records at New Horizon Mental Health Services in regards to

CPST. Following their report, Marcy Fields, Adult Service Coordinator from New Horizons presented information on Community Psychiatric Supportive Treatment (CPST), what it is, why it is important, testimonies from clients and what New Horizons is doing to manage utilization.

Even though the board made clear with a previous resolution (3-28-17-6) that New Horizons would not request more funding for CPST, New Horizons was appealing to the board for more funding for CPST.

**RESOLUTION NO. 6-27-17-6**

**Be it resolved upon motion by S. Perry and second by R. Shafer to deny New Horizon's reallocation request and uphold Resolution 3-28-17-6. Motion was unanimously approved.**

Chairperson Smith shared that the committee heard highlights of the third quarter Outcomes Reports. The committee reviewed and approved a request from New Horizons to shift money from the Transportation Project to purchase tablets for the MyOutcomes Project.

**RESOLUTION NO. 6-27-17-7**

**Be it resolved upon motion by the MHA Committee to approve the request from New Horizons to be allowed to move funds out of the Transportation Project and purchase tablets for the MyOutcomes project. Motion was unanimously approved.**

**EXECUTIVE COMMITTEE**

Chairperson Roylance reviewed the Executive Committee Meeting that was held May 16, 2017.

Decisions made on behalf of the board included

- Consenting to changing the location and modifying the use to add persons receiving addiction treatment in a contract with Lutheran Social Services, which had been approved in October 2016 but never executed.
- Approving submission to OMHAS of a Youth Mobile Crisis Grant.
- Approving use of local crisis services set-aside funds if needed for the OMHAS Youth Mobile Crisis Grant.
- Approving SFY 2017 Contract Modification #4 for The Lighthouse in the amount of \$12,000 from reserves contingent upon approval by the Prosecutor's Office.
- Denying SFY 2017 Contract Modification #10 for New Horizons with the understanding that New Horizons could appeal the decision to the MHA Committee and the full board in June.
- Approving the marketing services contract with Motion Media Ltd. in the amount of \$16,805 contingent upon approval by the Prosecutor's Office.
- Approving two contracts for the use of the Lakeside Chalet on June 7 & 21, 2017 for technical trainings with Working Partners contingent upon approval by the Prosecutor's Office.
- Approving the SFY 2018 Agency-Specific contract language for the Fairfield Mental Health Consumer Group and New Horizons Mental Health Services contingent upon approval by the Prosecutor's Office.

Chairperson Roylance also reviewed the Executive Committee Meeting held on June 13, 2017. The committee reviewed the results from the Nominating Committee, heard system updates from Director

Myers, looked ahead to a tentative agenda for a July meeting, reviewed a final report of SFY 2016 goals and accomplishments, reviewed a draft copy of the updated Community Plan and discussed board member recruitment updates.

Following an executive session for the consideration of employment compensation and personnel matters, the committee approved two motions. In order to discuss these further, an executive session of the board was postponed until after the Director's Report.

#### **COMMUNITY RELATIONS COMMITTEE**

Chairman Palmer summarized the work of the committee. On May 9, 2017, the committee met to determine who would receive award recognition at the ADAMH Network of Care Annual Dinner on May 23. In June the committee looked ahead to several community activities such as the Art Walk on July 21, Community Healthfest on August 5 and the Recovery Conference on September 22 & 23. No action items were brought to the full board.

#### **DIRECTOR'S REPORT**

Director Myers indicated that it looked like the BH Redesign would be postponed until at least August 1 and maybe until January 2018. Either way, the contract is in good shape either to stay with current Medicaid rates or to follow CPT Codes.

She shared updates on the boilerplate contract, that there were two slight changes made by the Assistant Prosecuting Attorney upon review. One was a slight change in wording of the conflicts of interest section and the other was with the automatic renewal, specifying the exact time frame of the 180 day period as July 1 through October 29.

Director Myers shared that the Community Plan was updated and asked the board members to review it. Patti Waits, Program Coordinator, talked about highlights of the document.

Director Myers presented the following items for the board to approve:

#### **RESOLUTION NO. 6-27-17-8**

**Be it resolved upon motion by J. Reed and second by J. McCombs to approve the SFY 2018 OMHAS Community Plan Update with the understanding additional edits are needed prior to submission by July 1, 2017; a final copy with all changes will be sent to board members. Motion was unanimously approved.**

#### **RESOLUTION NO. 6-27-17-9**

**Be it resolved upon motion by S. Perry and second by J. Palmer to approve the SFY 2018 OMHAS Agreement and Assurances. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-10**

**Be it resolved upon motion by J. Sidon and second by J. Palmer to approve the SFY 2018 Chief Clinical Officer Contract Amendment contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-11**

**Be it resolved upon motion by J. Reed and second by J. Sidon to approve the HW & Company Contract contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-12**

**Be it resolved upon motion by S. Perry and second by J. Smith to approve the SFY 2018 Nationwide Children's Hospital Contract Amendment contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-13**

**Be it resolved upon motion by J. Palmer and second by J. McCombs to approve SFY 2018 Public Private Solutions (PPS) Contract contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-14**

**Be it resolved upon motion by J. Palmer and second by J. Reed to approve the SFY 2018 revised Appendix and Agency-Specific Language for The Recovery Center contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-15**

**Be it resolved upon motion by J. Reed and second by J. Palmer to approve SFY 2018 Fairfield Mental Health Consumer Group (FMHCG) Contract Modification #1 for the purpose of providing a Peer Support Training contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-16**

**Be it resolved upon motion by J. McCombs and second by J. Palmer to approve Board Staff exploring with OMHAS the feasibility of participating in the targeted grant opportunity and participating, if it appears feasible. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-17**

**Be it resolved upon motion by J. McCombs and second by S. Perry to approve Board Staff issuing a general or potentially targeted RFI for Sliding Fee Scale alcohol and other drug (AOD) services as described in the draft RFI. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-18**

**Be it resolved upon motion by S. Perry and second by J. Palmer to approve SFY 2018 Contract Modification #1 for 211/Information & Referral contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-19**

**Be it resolved upon motion by J. Reed and second by J. Palmer to approve SFY 2018 Communication Contracts for Fairfield County 211/Information & Referral, Big Brothers Big Sisters of Fairfield County and New Horizons Mental Health Services. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-20**

**Be it resolved upon motion by S. Perry and second by J. Palmer to approve the SFY 2018 Contract Modification #1 for 211/Information & Referral for the provision of Fairfield County GOSH Enrollment Services. Motion was unanimously approved.**

Director Myers updated the board on pending contracts. One of those was the contract with the Fairfield County Family, Adult & Children First Council. Board staff will work to finalize that contract and present to the Executive Committee for approval in July. The SFY 2018 contract with Franklin County ADAMH Board to provide services for Canal Winchester Schools is currently at the Franklin County ADAMH Board for review. Big Brothers Big Sisters is interested in computer services and a contract separate from their Communications Contract will be created. Maureen Keller, Clinical Care Coordinator, shared that the forensic duties would no longer be with Mid-Ohio Psychological Services and she is working at getting a contract to be part of a regional forensic monitoring opportunity with Washington County Behavioral Health Board. That contract will be ready to review at the Executive Committee meeting in July.

Other items pending for July approval: Letter to County Commission about a levy without cost estimates, a strategic needs assessment/planning consultant and a housing needs assessment consultant.

**RESOLUTION NO. 6-27-17-21**

**Be it resolved upon motion by J. Palmer and second by J. Reed to authorize the Executive Committee to act on behalf of the Board as needed prior to the August Board Meeting. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-22**

**Be it resolved upon motion by J. Palmer and second by J. Reed to approve the GeoStar Contract for revised internet services. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-23**

**Be it resolved upon motion by S. Perry and second by J. Palmer to accept Dr. Roylance's resignation with huge thanks and regret. Motion was approved with 8 ayes and 1 abstention from Dr. Roylance.**

**RESOLUTION NO. 6-27-17-24**

**Be it resolved upon motion by J. Palmer and second by J. Reed to go into Executive Session pursuant to Ohio Revised Code 121.22 (G) (4) for the consideration of employment compensation and personnel issues. Roll call vote: Baughman, aye; McCombs, aye; Palmer, aye; Perry, aye; Reed, aye; Roylance, aye; Shafer, aye; Sidon, aye; Smith, aye. Motion was unanimously approved.**

After returning to regular session, two motions were made out of the Executive Committee, the first actually replacing the first motion out of the Executive Committee.

**RESOLUTION NO. 6-27-17-25**

**Be it resolved upon motion by J. Palmer and second by R. Shafer to gather together Jim Averill's application, policies at the time of hire, written statement from employee and legal opinion for consideration at Executive Committee meeting in July 2017. Motion was unanimously approved.**

**RESOLUTION NO. 6-27-17-26**

**Be it resolved upon motion by Executive Committee to clarify that Board Policy #01.62 includes the authority of the Board Chair to consider and, if s/he believes a pay raise is merited based upon the annual performance appraisal, authorize a pay increase of the Executive Director using the 2015 Board Staff Salary Schedule and Performance Pay Process The Executive Director may appeal the decision to the Executive Committee if s/he does not agree with the decision within 90 days of the evaluation. Motion was unanimously approved.**

**CHAIRPERSON'S REPORT**

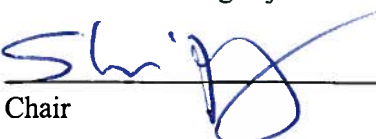
Dr. Roylance reflected on her time on the board saying it had been an honor and pleasure to have served for the past six years. She has a lot of respect and admiration for the board, the board staff and agencies, all doing important work.


**ADJOURNMENT**

**RESOLUTION NO. 6-27-17-27**

**Be it resolved upon motion by J. Palmer and second by J. Reed to adjourn the meeting. Motion was unanimously approved.**

The Board meeting adjourned at 10:02 pm.

  
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Chair

  
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Secretary