

Fairfield County ADAMH Board

Minutes of the September 25, 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 6:37 p.m. with a quorum being present.

ROLL CALL

PRESENT

Tom Alexander, Jay Bahnsen, Cindy Bender, Jeff Gerken, John Hoag, Ph.D., Pat Marshall, Robert McDowell, Phillip Prior, M.D., Marian Reitano

ABSENT

Caryl Caito, Tom Feisel, Sheri Perry, Erin Roylance, D.O.

STAFF

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

GUESTS

Esther Branscome, Tony Motta, Miranda Zircher, Trisha Saunders.

Chairperson Bahnsen asked guests to introduce themselves.

Chairperson Bahnsen asked if there were any additions or corrections to the August Board minutes.

RESOLUTION NO. 9-25-12-01

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

Since the Finance Committee had not met in September, Nadine Carroll was asked to highlight the August Financials. She commented that August had above average receipts due to having received the 2nd half of the levy payment. She also noted that there were less Medicaid monies received due to Medicaid being paid through the state starting July 1. The August expenses were also above average. Some of the July expenses that hadn't been paid due to a number of circumstances at the board were paid in August therefore elevating the expenses, for example Auditor fees. Monitoring of the cash reserves shows a reserve of 133% of two months' worth of expenses which is good. The estimate of bed days (522) on the Financials page was only 1 bed day off from the state report and continues to run high.

RESOLUTION NO. 9-25-12-02

Be it resolved upon motion by T. Alexander and second by J. Gerken to approve the August Financials. Motion was unanimously approved.

Policy & Procedure Committee Report

Since no one from the Policy & Procedure Committee was present, Patti Waits gave brief highlights for each of the following policies and procedures that received a first reading from the Policy and Procedure Committee and are now presented to the board for a first reading:

- Independent Peer Review for SAPT Funds Policy 02.87
- Independent Peer Review for SAPT Funds Procedure 02.87.01
- Major Unusual Incident Policy 02.90
- Major Unusual Incident Procedure 02.90.01
- Financial Management Standards Policy 03.16
- Financial Management Standards Procedure 03.16.01
- Record Retention and Disposal of Records Policy 07.03
- Record Retention and Disposal of Records Procedure 07.03.01
- Board Health & Safety Policy 07.10
- Board Health & Safety Procedure 07.10.01
- Use of ADAMH Board Property and Materials Policy 07.11
- Promoting Awareness of Client Rights Policy 02.92
- Promoting Awareness of Client Rights Procedure 02.92.01

One spelling mistake in the Board Health and Safety Procedure was found (it should be Bomb Threat, not Bomb Treat).

RESOLUTION NO. 9-25-12-03

Be it resolved upon motion by the Policy & Procedure Committee to approve the first reading of 02.87 Independent Peer Review for SAPT Funds Policy, 02.90 Major Unusual Incident Policy, 03.16 Financial Management Standards Policy, 07.03 Record Retention and Disposal of Records Policy, 07.10 Board Health & Safety Policy, 07.11 Use of ADAMH Board Property and Materials Policy and 02.92 Promoting Awareness of Client Rights Policy. Motion was unanimously approved.

The following policies and procedures received a second reading by the Policy and Procedure Committee and a motion to waive the third reading was approved. They are presented to the board for a second and final reading:

- Reimbursement to ADAMH Board Members for Actual and Necessary Expenses Policy 01.35
- Involuntary Psychiatric Hospitalization & Probate Hearings Policy 02.80

- Involuntary Psychiatric Hospitalization & Probate Hearings Procedure 02.80.01
- ADAMH System Client Rights & Grievance Policy 02.89
- ADAMH System Client Rights & Grievance Procedure 02.89.01
- Volunteers and Interns Policy 07.04
- Volunteers and Interns Procedure 07.04.01

RESOLUTION NO. 9-25-12-04

Be it resolved upon motion by the Policy & Procedure Committee to present for a second reading, waiving the third reading, and approve 01.35 Reimbursement to ADAMH Board Members for Actual and Necessary Expenses Policy, 02.80 Involuntary Psychiatric Hospitalization & Probate Hearings Policy, 02.89 ADAMH System Client Rights & Grievance Policy, and 07.04 Volunteers and Interns Policy. Motion was unanimously approved.

Executive Committee

Director Myers shared that the Executive Committee met on August 20 and prior to today's board meeting and received the first reading of the revised 01.03 Mission, Vision and Values Policy. She now presented them to the board for a first reading.

RESOLUTION NO. 9-25-12-05

Be it resolved upon motion by R. McDowell and second by Dr. Prior to approve the first reading of 01.03 Mission, Vision, and Values Policy. Motion was unanimously approved.

Director Myers also shared the SFY 2013 ADAMH Board Goals proposed by Board Staff and reviewed by the Executive Committee. She explained that there are a variety of objectives for each of the goals. They are presented to the board for a first reading.

RESOLUTION NO. 9-25-12-06

Be it resolved upon motion by M. Reitano and second by J. Gerken to approve the first reading of SFY 2013 ADAMH Board Goals. Motion was unanimously approved.

Director's Report

Director Myers reported that the Crisis Stabilization project will not be able to be implemented at Fairfield Medical Center due to lack of space and for the money we are offering to run this program. We will continue to look for other ways to implement this program.

As part of the 2014 contracting process, the agency directors will have a separate meeting before the next CHC meeting to discuss contract issues.

Director Myers indicated that there was nothing new to share about the strategic planning process.

Some calendar items to note:

- October 7-13 ADAMH will have a booth at the fair - Board members are welcome to help out at the booth.
- October 15-19 Auditors from ODMH/ODADAS will be in the office all week
- October 23 Board Meeting at 6:00 -a light meal (pizza and salad from Cristy's Pizza) will be followed by a brief board meeting. Then Kathy Burns, M.D., Medical Director of the ADAMH Board of Franklin County, will lead the board training on a variety of forensic definitions and issues. We hope to also include some input from local persons.
- December 4 Board Meeting for November/December

Director Myers also shared that, if all goes well with the County Commissioners appointing process, Cheri Russo will be joining the ADAMH board in October. She is the Marketing and Communication Director at OU-L and her skills will be tremendously helpful as we look forward to a levy campaign in the future.

Chairperson's Report


Chairperson Bahnsen had nothing to report.

ADJOURNMENT

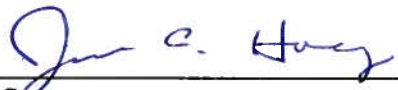
RESOLUTION NO. 9-25-12-07

Be it resolved, upon motion by Dr. Hoag and seconded by T. Alexander to adjourn the Board meeting. The motion was unanimously approved.

The Board meeting adjourned at 7:11 p.m.



Chair



Secretary