

Fairfield County ADAMH Board

Minutes of the September 27, 2016, Board meeting held at ADAMH Board office, pursuant to notice mailed to all Board members.

Following Board Training by Trisha Whetstone, Dr. Erin Roylance, Chairperson, called the meeting to order at 7:45 pm with a quorum present.

ROLL CALL

PRESENT

Jodi Andes, Jay Bahnsen, Jonathan McCombs, Ph.D., Joe Palmer, Sheri Perry, Jean Reed, Erin Roylance, D.O., Joseph Sidon, Jennifer Smith

ABSENT

Adrienne Brown, Sam Hurley, Jennifer Yancey

STAFF

Rhonda Myers, Maureen Keller, Nadine Carroll, Patti Waits, Martha Pool

GUESTS

Valerie Carpico, Meghan Arnold, Tessie Swain, Toni Ashton, Trisha Farrar, Scott Craft, Ph.D.

Chairperson Roylance invited guests to introduce themselves.

Chairperson Roylance asked board members to review the August 2016 board minutes. There were several small corrections made.

RESOLUTION NO. 9-27-16-1

Be it resolved upon motion by J. Smith and second by S. Perry to approve the corrected minutes from the August 23, 2016, board meeting. Motion was unanimously approved.

Mental Health & Addiction Committee

Chairperson Smith summarized the work of the committee on September 15 and brought several action items to the full board for approval. The committee reviewed the year end summary outcomes reports for SFY 2015.

The committee discussed the funds from the Ohio Department of Mental Health and Addiction (OMHAS) specifically for the Reentry Coalition.

RESOLUTION NO. 9-27-16-2

Be it resolved upon motion by J. Andes and second by J. Sidon to approve SFY 2017 Ohio Department of Mental Health & Addiction Service (OMHAS) Reentry Funds in the amount of \$50,000 for the Reentry Coalition. Motion was unanimously approved.

Funds for respite services were also received from OMHAS and the committee approved authorizing the ADAMH Board staff discretion to approve on a case-by-case basis respite services for any eligible Fairfield County child served by an OMHAS certified agency using \$20,906 of the funds. It also approved \$10,000 of the respite funds to be added to the SFY 2017 Family, Adult & Children First Council. Both of these items were then sent to the Finance Committee for further review.

The Committee reviewed and approved SFY 2017 Contract Modification #4 for The Recovery Center which allocates \$15,000 in gambling treatment funds contained in the Fairfield County ADAMH SFY 2017 Gambling Plan to The Recovery Center. This was sent to the Finance Committee for further review.

The Committee reviewed and approved the SFY 2017 Peer Support Services Request for Information.

RESOLUTION NO. 9-27-16-3

Be it resolved upon motion by the MHA Committee to approve SFY 2017 Peer Support Services Request for Information to be sent to The Lighthouse, Mid-Ohio Psychological Services, New Horizons Mental Health Services and The Recovery Center. Motion was unanimously approved.

The Committee reviewed and approved funding for Maryhaven to provide medication assisted treatment for Fairfield County residents and a small amount for Board staff to arrange transportation to and from the Maryhaven office in Columbus.

RESOLUTION NO. 9-27-16-4

Be it resolved upon motion by the MHA Committee to approve SFY 2017 funding for a pilot program with Maryhaven: to purchase services in the Buprenorphine Assisted Recovery Program (MBAR) in the amount of \$104,780 to treat a projected 20 persons. An additional \$5,000 is allocated for Board staff to arrange and provide transportation as needed. Motion was unanimously approved.

The Committee reviewed and approved the Naloxone program with 211/Information & Referral and sent this to the Finance Committee to review.

Community Relations Committee

Chairperson Palmer shared that the committee was updated about the 2016 Recovery Conference to be held in two days, September 29. Sheri Perry announced that 225 were registered to attend.

Another event mentioned was the ADAMH Booth at the Fairfield County Fair in October and if board members wished to sign up to staff the booth they should contact Nadine Carroll.

Chairperson Palmer shared that the committee reviewed and approved plans for new signs outside the office building.

RESOLUTION NO. 9-27-16-5

Be it resolved upon motion by the Community Relations Committee to approve the purchase of new front building signs in the amount of \$2,800. Motion was unanimously approved.

CONTINUOUS QUALITY IMPROVEMENT (CQI) COMMITTEE

Chairperson Dr. McCombs summarized the work of the CQI Committee on September 21, 2016. He talked about wanting to measure the impact of programs over time and has come up with questions to be answered in the SFY 2018 contract application for each program.

The committee also looked at program auditing and the things that would be reviewed at the agencies. They also considered responses to events like the Recovery Conference to see what changes in perceptions or increase in participation came from our efforts of time and money.

EXECUTIVE COMMITTEE

Chairperson Royslance shared action items from the Executive Committee Meeting on September 20. The SFY 2017 Board By-laws, policy 01.01, were reviewed a second and final time and approved by the Executive Committee.

RESOLUTION NO. 9-27-16-6

Be it resolved upon motion by the Executive Committee to approve the second and final reading (waiving the third reading) of policy 01.01 Board By-laws. Motion unanimously approved.

The Executive committee reviewed a second and final time and approved policy 01.03, Mission, Vision and Values.

RESOLUTION NO. 9-27-16-7

Be it resolved upon motion by the Executive Committee to approve the second and final reading (waiving the third reading) of policy 01.03 Mission, Vision & Values. Motion unanimously approved.

POLICY COMMITTEE

Chairperson Sidon said the policies that had received a first reading in August were reviewed a second and final time at the Policy Committee Meeting on September 20.

RESOLUTION NO. 9-27-16-8

Be it resolved upon motion by S. Perry and second by J. Bahnsen to approve second and final reading (waiving the third reading) of
01.04 ADAMH Mission, Vision, and Values (Review);
01.05 ADAMH Board Member Conflict of Interest;
01.06 ADAMH Board Member Vacancy – Notifying Appointing Authorities;
01.07 ADAMH Board Member Recruitment;
01.09 ADAMH Compliance with Lobbying Regulations;

- 01.10 ADAMH Board: Public Health Policy;**
 - 01.12 ADAMH Board: Policy and Procedure Development Policy;**
 - 01.30 Board Member Definition of Board Member Duties & Responsibilities;**
 - 01.33 Board Member Attendance;**
 - 01.34 Board Member Training;**
 - 01.60 ADAMH Board & Executive Director – Delegating Duties to the Executive Director;**
 - 01.61 ADAMH Board & Executive Director – Recruiting, Hiring & Setting the Compensation of the Executive Director;**
 - 01.62 ADAMH Board & Executive Director – Evaluating the Executive Director;**
 - 01.63 ADAMH Board & Executive Director – Removal of Executive Director;**
 - 01.64 ADAMH Board & Executive Director – Communications;**
 - 01.65 ADAMH Board & Executive Director – Informing the Board about Public Policy Issues;**
 - 01.66 ADAMH Board & Executive Director – Educating Board & Staff re Ethics/COI;**
 - 01.67 ADAMH Board and Executive Director – Child Fatality Review Board;**
- Motion was unanimously approved.**

The Committee also completed the second and final reading of Procedure 01.12.01 ADAMH Policy and Procedure Development Procedure and did not have any suggestions to make. This procedure was presented to the board for advise/consent only and no further suggestions were made.

The Policy Committee reviewed Policy 03.66 Prepayment of Services Policy a second and final time as well as Policy 08.13 Performance Evaluations.

RESOLUTION NO. 9-27-16-9

Be it resolved upon motion by the Policy Committee to approve the second and final reading (waiving the third reading) of the following policy: 03.66 Prepayment of Services Policy. Motion was unanimously approved.

RESOLUTION NO. 9-27-16-10

Be it resolved upon motion by J. Reed and second by J. Palmer to approve the second and final reading (waiving the third reading) of the following policy: 08.13 Performance Evaluations Policy. Motion was unanimously approved.

FINANCE COMMITTEE

The Finance Committee met September 21, 2016, and reviewed the June and July 2016 Financials which were not approved because of a technical glitch in the reporting that needs attention.

Chairperson Perry shared the committee reviewed and approved the SFY 2017 Board Office Hospitalization and Wrap Around Funding up to the amount of \$100,000.

RESOLUTION NO. 9-27-16-11

Be it resolved upon motion by the Finance Committee to approve SFY 2017 Board Office Hospitalization and Wrap Around Funding up to the amount of \$100,000. Motion was unanimously approved.

The committee reviewed and approved the revised SFY 2017 Expense/Revenue Budget. There was little new about that budget. It was known that we were actually deficit budgeting for the year which may not be as bad as it might look now once reconciliations are completed.

RESOLUTION NO. 9-27-16-12

Be it resolved upon motion by the Finance Committee to approve SFY 2017 revised Expense/Revenue Budget with the addition of the above funds if approved. Motion was unanimously approved.

The committee reviewed and approved to delay adding Mental Health CPST to the sliding fee scale until January 1.

RESOLUTION NO. 9-27-16-13

Be it resolved upon motion by the Finance Committee to delay the implementation of adding Mental Health CPST to the sliding fee scale to January 1, 2017 with the caveat that the agencies and board will look at persons affected. Motion was unanimously approved.

Chairperson Perry shared that it had recently been discovered that when a MACSIS update occurred in January of 2015, the sliding fee scale was turned off in the claims software which resulted in the sliding fee scale not being applied for half of 2015 and all of 2016 and the beginning of 2017 which resulted in overpayment to the agencies. Since SFY 2015 has been closed, the committee advised that these monies be forgiven. For SFY 2016 and 2017, corrections will be made with reconciliations.

The committee reviewed and approved new windows for the Promise House.

RESOLUTION NO. 9-27-16-14

Be it resolved upon motion by the Finance Committee approve Lutheran Social Services' SFY 2017 Contract Modification #1 in the amount of \$3,672 for replacement windows in the Promise House contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.

The committee reviewed and approved \$10,000 in respite funds for the Family, Adult & Children First Council.

RESOLUTION NO. 9-27-16-15

Be it resolved upon motion by the Finance Committee to approve Family, Adult & Children First Council's SFY 2017 Contract Modification #3 in the amount of \$10,000 for Respite Care contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.

The committee reviewed and approved \$15,000 for gambling addiction treatment for The Recovery Center.

RESOLUTION NO. 9-27-16-16

Be it resolved upon motion by the Finance Committee to approve The Recovery Center's SFY 2017 Contract Modification #4 in the amount of an additional \$15,000 for Gambling Addiction Treatment contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.

The committee reviewed and approved restricting the use of sliding fee scale when Title XX or Home-based Intensive Therapy funds are used by New Horizons and when Title XX funds are used by MOPS. The motion for New Horizons was amended to also include residential funds.

RESOLUTION NO. 9-27-16-17

Be it resolved upon amended motion by the Finance Committee to approve New Horizons Mental Health Services' SFY 2017 Contract Modification #4 to restrict the use of Sliding Fee Scale when Title XX funds, Home-based Intensive Therapy funds or Residential funds are used contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.

RESOLUTION NO. 9-27-16-18

Be it resolved upon motion by the Finance Committee to approve Mid-Ohio Psychological Services' SFY 2017 Contract Modification #3 to restrict the use of Sliding Fee Scale when Title XX funds are used contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.

The committee reviewed and approved the ADAMH Board lease with Lancaster City Schools.

RESOLUTION NO. 9-27-16-19

Be it resolved upon motion by the Finance Committee to approve the ADAMH Board Lease with Lancaster Schools for 2016-2021 in the amount of \$46,171.68 per year. Motion was unanimously approved.

Related to the ADAMH Board lease, subleases with 211/Information & Referral and Mental Health America of Franklin County were presented for board approval.

RESOLUTION NO. 9-27-16-20

Be it resolved upon motion by S. Perry and second by J. Sidon to approve the sublease with 211/Information & Referral for September 1, 2016 to August 31, 2021 in the amount of \$11,885.66 per year contingent upon approval by the Prosecutor's Office and 211/Information & Referral. Motion was unanimously approved.

RESOLUTION NO. 9-27-16-21

Be it resolved upon motion by J. Sidon and second by J. Andes to approve the sublease with Mental Health America of Franklin County (MHAFC) for September 1, 2016 to August 31, 2021 in the amount of \$2,064 per year contingent upon approval by the Prosecutor's Office and MHAFC. Motion was unanimously approved.

The committee reviewed a request to add one more section to the agency specific language of the SFY 2017 contract that did not apply to Lutheran Social Services.

RESOLUTION NO. 9-27-16-22

Be it resolved upon motion by the Finance Committee to approve the SFY 2017 revised agency specific language for Lutheran Social Services with no change in contract total. Motion was unanimously approved.

The committee reviewed and approved the SFY 2016-2017 Hope Grant Contract.

RESOLUTION NO. 9-27-16-23

Be it resolved upon motion by the Finance Committee to approve the Hope Grant Contract with the Fairfield County Sheriff's Office (FCSO)/Reentry Coalition as finalized among Fairfield County Prosecutor's Office and the Sheriff's Office/Reentry Coalition. Motion was unanimously approved.

The committee reviewed and approved the use of \$20,906 in OMHAS respite funds by board staff to eligible respite service providers on a case-by-case basis as requested by OMHAS certified behavioral health agencies for Fairfield County residents.

RESOLUTION NO. 9-27-16-24

Be it resolved upon motion by the Finance Committee to approve the balance of the SFY 2017 Ohio Department of Mental Health & Addiction Services (OMHAS) Respite funds (\$20,906) being distributed by Board Staff (largely by the Clinical Care Coordinator) to eligible respite service providers on a case-by-case basis upon the request of OMHAS certified behavioral health agencies for Fairfield County residents. Motion was unanimously approved.

DIRECTOR'S REPORT

Director Myers asked the board to approve a contract modification for 211/Information & Referral for the naloxone distribution and administrative costs and that also includes funds carried over from SFY 2016.

RESOLUTION NO. 9-27-16-25

Be it resolved upon motion by J. McCombs and second by J. Reed to approve the revised SFY 2017 Contract Modification #1 for 211/Information & Referral add SFY 2016 carryover funds and funds to actually purchase the kits form Walgreens for the naloxone distribution in the amount of

\$28,570.00 contingent upon approval by the Prosecutor's Office. Motion was unanimously approved.

To facilitate the contract process, Director Myers asked that the wording, "contingent upon approval by the Prosecutor's Office, be added to all the contract modification resolutions approved at this meeting.

RESOLUTION NO. 9-27-16-26

Be it resolved upon motion by J. Andes and second by J. Sidon to add to all the contract modifications approved at this meeting the wording, "contingent upon approval by the Prosecutor's Office." Motion was unanimously approved.

Director Myers asked the board to approve submission of an application and commitment of implementation for a funding opportunity from OMHAS.

RESOLUTION NO. 9-27-16-27

Be it resolved upon motion by J. Sidon and second by J. Bahnsen to approve submission of an application for and commitment of implementation for the Ohio Department of Mental Health and Addiction Services Funding Opportunity: FY 2017 Local Employment Partnership (MHA-16-17-TRS-18-Employ). Motion was unanimously approved.

Director Myers asked the MHA Committee and CQI Committee to stay afterwards to work out logistics with meetings next month.

The board moved into executive session to consider compensation of personnel and purchase of property.

RESOLUTION NO. 9-27-16-28

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

Several motions were made following the Executive Session.

RESOLUTION NO. 9-27-16-29

Be it resolved upon motion by E. Roylance and second by J. Palmer to authorize the Executive Director to negotiate Toni Ashton's accrued vacation time with the Family, Adult & Children First Council and if options offered are not acceptable, the Executive Committee will be consulted for resolution. Motion was unanimously approved.

RESOLUTION NO. 9-27-16-30

Be it resolved upon motion by E. Roylance and second by J. Palmer to allow Toni Ashton to take up to one year's worth of eligible accrued vacation during her first year of employment with the ADAMH Board. Motion was unanimously approved.

RESOLUTION NO. 9-27-16-31

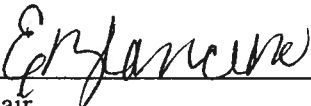
Be it resolved upon motion by J. Palmer and second by J. Bahnsen to invite Lutheran Social Services Executive Director and Vice President to the next Executive Session of the next board meeting to discuss property. Motion was unanimously approved.

ADJOURNMENT

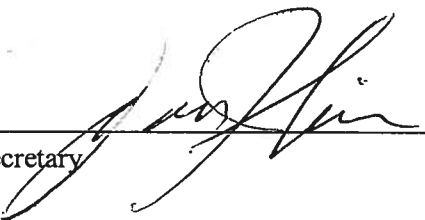
RESOLUTION NO. 9-27-16-32

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

The Board meeting adjourned at 10:12 pm.



Chair



Secretary