

Fairfield County ADAMH Board

Minutes of the December 9, 2014, Board meeting held at the ADAMH Board office pursuant to notice mailed to all Board members.

Pat Marshall, Chairperson, called the meeting to order at 6:33 pm with a quorum present.

ROLL CALL

PRESENT

Jay Bahnsen, Caryl Caito, Sam Hurley, Pat Marshall, Robert McDowell, Sheri Perry, Marian Reitano, Erin Royslance, D.O., Cheri Russo, Jennifer Smith

ABSENT

Jennifer Yancey

STAFF

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

GUESTS

Esther Branscome, Scott Craft, Traci Mason, Tony Motta, Liz Henrich

Chairperson Marshall asked members to review the minutes from October 28, 2014.

RESOLUTION NO. 12-9-14-1

Be it resolved upon motion by C. Caito and second by J. Bahnsen to approve the minutes from the October 28, 2014 board meeting. Motion was unanimously approved.

COMMUNITY RELATIONS COMMITTEE

Chairperson McDowell thanked all who helped with the ADAMH Board renewal levy which passed with 61% of the voters in favor of the levy. The committee evaluated the levy campaign and offered suggestions for improvement. The focus on social media needs to continue. It was such a valuable aspect of the fall levy campaign. They talked about the Recovery is Beautiful program as a positive influence in our community and board members will attend that program following the board meeting. Discussion on continuing promotions in Violet Township to promote The Recovery Center and New Horizons led to a suggestion of asking Craig Maxey to help with advertising with the remainder of the funds. The committee made recommendations to Director Myers on how to continue awareness activities in the community on the ADAMH Board's behalf. With support groups becoming more and more vital to the community, the committee recommended reaching out to new mothers. Mental Health America of Franklin County runs a group called POEM that offers peer-to-peer support to mothers who are struggling with different types of depression, including post-partum depression. Funding to get a group like that started in Fairfield County might be a good fit and staff will work towards getting it started with the committee's help.

EXECUTIVE COMMITTEE

Rhonda expressed her appreciation for all the hard work done by everyone to get the levy passed. While the money is not new money it does allow us to continue to plan especially as the effects of the Medicaid expansion and Affordable Healthcare Act become clearer. Some programming questions arose concerning Grace Haven and steps to address those questions by board staff were shared with the committee. There has been some interest generated with the ads for board member recruitment. Board Goals and Management Objectives were reviewed by the committee also.

FINANCE COMMITTEE

Chairperson Perry brought back from the Finance Committee a motion to deny Mid-Ohio Psychological Services' request for bad debt payment that remained with the committee and recommended that the board treat this request differently (not as bad debt).

RESOLUTION NO. 12-9-14-2

Be it resolved upon motion by the Finance Committee to deny MOPS' appeal for extenuating circumstances for paying all of their bad debt. Motion was unanimously approved.

RESOLUTION NO. 12-9-14-3

Be it resolved upon motion by the Finance Committee to approve providing a one-time special allocation to Mid-Ohio Psychological Services (MOPS) in the amount of \$12,760.30 to assist MOPS in offsetting its losses due to the MACISS/MITS conversion. Motion was unanimously approved.

Chairperson Perry presented a request from MOPS to receive a cash equivalent amount in lieu of NetSmart University since they could not partially roll this out to just their Fairfield County staff. The committee felt this kind of offer to agencies could either be accepted or not, and that no cash equivalent amount would be given instead.

RESOLUTION NO. 12-9-14-4

Be it resolved upon motion by the Finance Committee to deny MOPS' request for the cash value instead of NetSmart University training opportunities. Motion was unanimously approved.

Chairperson Perry reviewed the September Financials and noted no exceptional revenue or expenses.

RESOLUTION NO. 12-9-14-5

Be it resolved upon motion by the Finance Committee to approve the September 2014 Financials. Motion was unanimously approved.

Chairperson Perry reviewed the October Financials and noted no exceptional revenue or expenses.

RESOLUTION NO. 12-9-14-6

Be it resolved upon motion by the Finance Committee to approve the October 2014 Financials. Motion was unanimously approved.

Chairperson Perry said the committee reviewed the 2013 County Audit report. There was one finding, a Title XX report that was turned in late. It was noted that the report for 2014 was on time and so no further action was needed since they had made this future correction.

RESOLUTION NO. 12-9-14-7

Be it resolved upon motion by the Finance Committee to acknowledge receipt of the 2013 ADAMH Board audit. Motion was unanimously approved.

Chairperson Perry presented two contract modifications, one for New Horizons and one for The Recovery Center that the committee approved for dispensing the Central Pharmacy funds. The one for New Horizons includes provision to access \$5,777 that is being held in reserve if they need it.

RESOLUTION NO. 12-9-14-8

Be it resolved upon motion by the Finance Committee to approve the New Horizon's Contract Modification #7 for \$20,777 and The Recovery Center's Contract Modification #7 for \$6,000 to include Central Pharmacy dollars. Motion was unanimously approved.

Chairperson Perry presented a Lease amendment with Lancaster City Schools for office space that is available since FACFC relocated. Part of that space had been offered to Fairfield NAMI, but they have chosen not to use the space at this time. Rather than lose that space, it is the recommendation of the Finance Committee to lease the space for one year and look for other vendors or programs that could use that space.

RESOLUTION NO. 12-9-14-9

Be it resolved upon motion by Dr. Roylance and second by M. Reitano to approve the lease addendum for one year with the Lancaster City Schools with the amended start date of October 28, 2014. Motion was unanimously approved.

Chairperson Perry presented a revised PPS contract that removed the binding arbitration section in Appendix A which was approved by the Finance Committee.

RESOLUTION NO. 12-9-14-10

Be it resolved upon motion by the Finance Committee to approve removing the binding arbitration language from the SFY 2015 PPS Contract. Motion was unanimously approved.

Chairperson Perry presented a request from the Director of Finance to exempt invoices of \$1,000 or less from needing County Commissioners' approval. This has been done for the past two years and has saved time in paying invoices both on our end and the county's.

RESOLUTION NO. 12-9-14-11

Be it resolved upon motion by the Finance Committee to 1) exempt purchases of \$1,000 or less from the requirement of division (D) 1 of ORC 5705.41 effective January 1, 2015 (for one year), and 2) desires the Board of County Commissioners to adopt a resolution under ORC 5705.41 (D) (2) to

exempt the ADAMH Board purchases of \$1,000 or less from the requirement of division (D) 1 of ORC 5705.41 effective January 1, 2015 (for one year). Motion was unanimously approved.

Chairperson Perry asked Patti Waits to talk about the request for a Photography Project Coordinator for the last six months of SFY 2015.

RESOLUTION NO. 12-9-14-12

Be it resolved upon motion by the Finance Committee to approve the Photography Project request and the FMHCG Contract Modification #2 in the amount of \$1,250 that covers the period January 1, 2015 to June 30, 2015. Motion was unanimously approved.

Chairperson Perry shared that her husband, Mark Perry, has accepted an internship with 211/Information & Referral and from this point on, she will need to recuse herself from discussing any business concerning 211 and abstaining from voting on 211 matters while Mark is with 211.

MENTAL HEALTH & ADDICTION COMMITTEE

Chairperson Roylance asked Patti Waits to talk about the housing plan. She facilitated a county mental health and alcohol/other addiction housing planning meeting and through discussions within this group, a housing plan was developed. It will be part of the SFY 2015 Community Plan Update in January and it will allow us to submit a capital plan request. One primary need is for any safe, affordable housing for mental health and/or AOD clients. There are a lot of vouchers for housing in Fairfield County but not enough landlords willing to accept a voucher so this is one gap in services that we have identified. Another gap is for recovery housing for males. And another area of need is to renovate and make repairs to the mental health housing units run by New Horizons.

The Committee also heard about the plans for a meeting in January to talk about Crisis Intervention services that Lynn Porter is taking the lead on. Work has also begun to provide Enhanced Crisis Intervention/Emergency Services Afterhours Case Management to those coming out of the state hospital, those who have presented to Crisis Intervention and those who have ongoing workers assigned to them but who are in crisis and need additional attention and help through the crisis.

Chairperson Roylance talked about Project Dawn and how we plan to work with the Health Department to get these dispensed to the Sheriff's Department and possibly other law enforcement as part of the regional project.

POLICY/PROCEDURE COMMITTEE

Chairperson Caito presented the following policies that were approved by the Policy & Procedure Committee for a first reading:

- Board Civil Rights Policy Motion 01.28
- Community Relations Policy 04.01
- Wrap Around Funds Policy 03.21

RESOLUTION NO. 12-9-14-13

Be it resolved upon motion by the Policy & Procedure Committee to approve the first reading of 01.28 Board of Civil Rights Policy, 04.01 Community Relations Policy and 03.21 Wrap Around Funds Policy. Motion was unanimously approved.

Chairperson Caito presented the following procedures for a second and final reading (waiving a third reading) for advise/consent:

- Wrap Around Funds Procedure 03.21.01
- Attachment A to 03.21.01 Wrap Around Funds Procedure

Chairperson Caito presented the following policies that were approved by the Policy & Procedure Committee for a second and final reading (waiving a third reading) along with the procedures without comments for advise/consent:

- Affirmative Action Plan
- By Laws Review and Revision 01.02
- Mission, Vision, and Values Annual Review 01.03
- Continuous Quality Improvement Plan
- Continuous Quality Improvement Policy 02.50
- Provider Contracting Policy 03.61
- Contract Modification Procedure 03.61.01
- Attachment A to 03.61.02 Contract Modification Procedure
- Inspection and Release of Public Records Procedure 07.02.01
- Attachment A for 07.02.01 Inspection and Release of Public Records Procedure

RESOLUTION NO. 12-9-14-14

Be it resolved upon motion by Dr. Roylance and second by Robert McDowell to approve the amended list of policies and plans with no comments for advise/consent on the procedures as follows: Affirmative Action Plan, 01.02 By Laws Review and Revision, 01.03 Mission, Vision, and Values Annual Review, Continuous Quality Improvement Plan, 02.50 Continuous Quality Improvement Policy, 03.61 Provider Contracting Policy, 03.61.02 Contract Modification Procedure, Attachment A to 03.61.02, 07.02.01 Inspection and Release of Public Records Procedure, and Attachment A for 07.02.01. Motion was unanimously approved.

DIRECTOR'S REPORT

Director Myers went over the Board Goals and Management Goals that the board had reviewed in August. She went over subsequent changes to that document and asked for the board to approve it.

RESOLUTION NO. 12-9-14-15

Be it resolved upon motion by J. Smith and second by C. Caito to approve the final draft SFY 2015 Board Goals and Management Goals. Motion was unanimously approved.

Director Myers presented a contract modification for MOPS to include funds from the Ohio Criminal Justice and Behavioral Linkage Grant in their SFY 2015 Contract.

RESOLUTION NO. 12-9-14-16

Be it resolved upon motion by M. Reitano and second by S. Perry to approve Contract Modification #7 for Mid-Ohio Psychological Services to include funds from the Ohio Criminal Justice and Behavioral Linkage Grant in their SFY 2015 Contract. Motion was unanimously approved.

RESOLUTION NO. 12-9-14-17

Be it resolved upon motion by S. Perry and second by Dr. Roylance to go into Executive Session pursuant to Ohio Revised Code Section 121.22 (G)(1) for the consideration of personnel matters. Motion was by roll call as follows: Bahnsen, yes; Caito, yes; Hurley, yes; Marshall, yes; McDowell, yes; Perry, yes; Reitano, yes; Roylance, yes; Russo, yes; and Smith, yes.

RESOLUTION NO. 12-9-14-18

Be it resolved upon motion by Dr. Roylance and second by R. McDowell to adjourn the Executive Session pursuant to Ohio Revised Code Section 121.22(G)(1). Motion was by roll call as follows: Bahnsen, yes; Caito, yes; Hurley, yes; Marshall, yes; McDowell, yes; Perry, yes; Reitano, yes; Roylance, yes; Russo, yes; and Smith, yes.

Finance Committee Chairperson Perry presented a motion concerning the status of the Office/PR Assistant and the Office/Finance Assistant.

RESOLUTION NO. 12-9-14-19

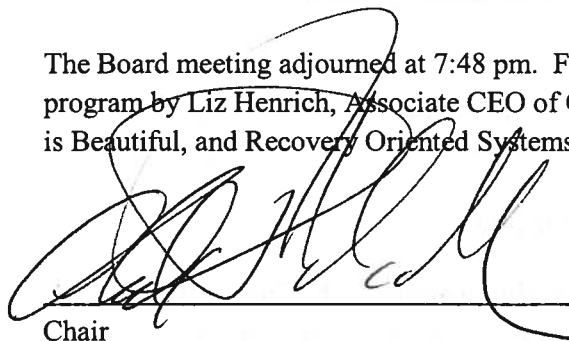
Be it resolved upon motion by Dr. Roylance and second by J. Bahnsen to approve an amended motion to continue the full-time status of the Office/PR Assistant on an ongoing basis and to continue the Office/Finance Assistant on a full-time status for up to a period of one year. Motion was unanimously approved.

ADJOURNMENT

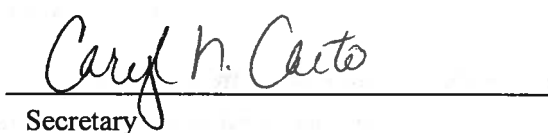
RESOLUTION NO. 12-9-14-20

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

The Board meeting adjourned at 7:48 pm. Following adjournment, the board members took part in a program by Liz Henrich, Associate CEO of OACBHA, who presented on the State of the State, Recovery is Beautiful, and Recovery Oriented Systems of Care (ROSC).



Chair



Secretary