**BOARD MEETING**

for the

**MHDAS Board of Logan & Champaign Counties**

February 14, 2017 5:00 PM

**MINUTES**

*Board Members:*

*Present:* Bill Heitman, Reuben Mees, Randy Purdy, Grant Varian, Bill Dreger, Robert Dean, Ryan Hemmert, Ann Vogel, Steve Terrill, Mary Walker, Doug Chamberlain

*Absent:* Carlene Sands, Virginia Shaffner

*Staff:* David Higgins, Tammy Nicholl, Andrea Lane

*Others:* Jon Brown, R.A. Inc., Jeannie Dempster, CCI*,* Denise Casto, CCI

Board Chair Heitman called the meeting to order at 5:00 PM, noting that there was a quorum present, and proceeded through the Agenda.

# *Approval of Agenda*

**Purdy made a motion to accept the agenda as presented, Dreger seconded the motion, all in favor, none opposed, the motion carried.**

*II. Approval of November 15, 2016, Meeting Minutes*

The Minutes of the Board meeting for November 15, 2016, were reviewed. There being no changes made, **Varian made a motion to approve the Minutes of the November 15, 2016, Board Meeting. Purdy seconded the motion, all in favor, none opposed, the motion carried**.

*III. Membership*

A. Due to not having a Notary Public, Carlene Sands will be re-appointed at the next Board meeting.

*Iv. COMMITTEE REPORTS*

A. PEAC Committee: Dreger presented for the committee. The PEAC committee met on October 25, 2016, with a quorum present. Reports were reviewed for the Board and agencies.

* Consolidated Care, Inc – CCI has applied for the Early Childhood Mental Health Grant, the VOCA Domestic Violence Shelter Grant, and the Criminal Justice/Behavioral Health Grant and have informally been informed they will continue to receive funding, but are awaiting the NOSA’s. CCI received a scholarship for Zero Suicide implementation and have completed the initial training. During the initial training and planning process, CCI was complimented repeatedly by their facilitator, Mike Hogan, for their current practices and commented they were years ahead of other agencies in the state. They are actively involved in improving their services by utilizing the 9-month support and trainings offered through the Zero Suicide Program. CCI worked collaboratively to support local community efforts such as the CORE Dinner, the September Suicide Prevention Coalition activities, and the MHDAS Board Levy Committee. This quarter began significantly lower in productivity and revenue than budgeted due to multiple factors including staff vacations and sick time. Although August and September were improved from July, they are still under the budgeted units for the quarter. CCI is evaluating the impact of both the Medicaid Redesign on their budget as well as the implementation of the Dept. of Labor overtime rules.
* Residential Administrators- HAP and CD-HAP serving 19 right now. Finding landlords with 3 bedroom units that pass HQS and are affordable continues to be a challenge. The Colonial Arms Project building should be ready for occupancy within a couple of weeks. 404 E. Columbus needs new siding on upper half of house, shakers need removed and also has some rotted wood around some windows & are not sure of the condition of the wood under the shakers. In the process of getting a quote. Recovery House in Bellefontaine still working to find a house manager. Continuing to look for potential houses in Urbana.
* Recovery Zone – Both county groups continue to do well & programs are seeing consistent attendance.
* Family & Children First Councils – Moving toward merging.
* Local Courts- Possibility of a specialty docket in Champaign County.
* Community Prevention Coalition Activities- Logan County Coalition Advisory Board (CAB) is moving toward the Strategic Prevention Framework Model in a collective impact. The Suicide Prevention Coalition had many activities for Suicide Prevention Month and are now focused in on the Zero Suicide Initiative. Also, a new Text Line has launched. Logan County CORE/Champaign County Opiate Task Force had a very successful CORE dinner with 325 people in attendance.
  + Advocacy- Continuing efforts with Levy Campaign. Signs are up all over. Higgins gave many speeches, along with Dempster and Logwood. Higgins and Nicholl had a radio interview in October with WPKO. Articles were in both newspapers. Asking everybody the night before or the morning of the election to contact 5 people and remind them to vote for the Levy.

**Mees entered a motion to approve the PEAC Committee report as presented. Varian seconded the motion, all in favor, none opposed, the motion carried.**

B. Finance Committee: Varian reported for the Finance Committee which met on November 8th, 2016, with a quorum present. Reports were reviewed for the Board and agencies.

* Financial Statements – Campbell reviewed the Board’s financial statements for period ending Dec. 31, 2016 with the committee. The Balance Sheet shows an operating balance of 2,068,565 combined with other current assets puts total assets at 2,332,201. Net Income is showing a negative amount of 148,918. The Profit and Loss Budget vs. Actuals shows total income at 51% and total expenses at 47% of budget. Mental health treatment services are under budget at 43% as well as addiction services at 45%.

**Varian, for the committee, motioned to approve the Board Financial statements as presented. Purdy seconded the motion, all in favor, none opposed, the motion carried.**

* Line Transfer Approvals – transfers from one expense line to another to cover invoices was reviewed and discussed with committee members.

**Varian, for the committee, moved to approve the Line Transfer presented to the Board. Purdy seconded the motion, all in favor, none opposed, the motion carried.**

* Budget Review – Campbell presented a proposed revision to the SFY17 Board Budget to committee members for their recommendation to the full Board. Revisions have been made in the Community Service and Property budgets. Residential Administrators have been awarded multiple grants to cover renovations to several Board properties. These new dollars have been included in the revisions as well as funding if a property is identified for the Champaign Co. Recovery Housing project. In the Community Service budget, shared funding and respite dollars have been added as well as multiple new grant funding that have been recently awarded.

**Varian, for the committee, moved to approve the Budget Review presented to the Board. Purdy seconded the motion, all in favor, none opposed, the motion carried.**

* Agency Finances –

Consolidated Care, Inc.

2nd Qtr. Financials – Campbell reviewed the report with committee members. CCI had a net loss of 37,845 for the quarter which brings the year to date net loss to 87,611. The overall cash balance increased to 245,338 as of the end of December. Accounts receivable client balances decreased to 476,674 by the end of the quarter. Medicaid and Board revenues continue to fall short of budget. Productivity and staff retention continues to be an issue.

1. RA, Inc.: 1st Qtr. Financials- RA, Inc. is showing a positive net income of $99,143. Income YTD is at 28% with expenses at 23%, they are operating close to budgeted amounts. There are several housing grants and contracts, not all of them are Board contracts.
2. Recovery Zone: 1st Qtr. Financials- Net income is at a negative of $2,341. Champaign County RZ is operating at a negative with income at 26% of budget and expenses at 29%. Logan County RZ is doing a little better with income at 26% of budget and expenses at 25%. Higher expenses with repairs/maintenance and supplies have contributed to the negative net income. RZ continues to move toward independent operation. Two used vans have been identified that can be purchased for approx. $36,000 with the trade-in of the old vans.

*V. BOARD BUSINESS*

A.

*Vi. EXECUTIVE DIRECTOR’S REPORT*

A. CCI Presentation

B. Social Media policy

**Purdy motioned to approve the new Social Media Policy. Vogel seconded the motion, all in favor, none opposed, the motion carried.**

*VII. FYI*

A. OACBHA & Media handouts were included in the Board Packets.

*VIII.*  *ADJOURNMENT*

There being no further business to discuss, **Purdy made a motion to adjourn the meeting at 6:00 PM. Terrill seconded the motion, all in favor, none opposed, the meeting was adjourned.**

Minutes submitted by: Andrea Lane

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William Heitman, Chair

*Upcoming Meetings:*

*Personnel Committee March 7, 2017 4:30PM*

*PEAC/CLADAS Committee January 24, 2017 4:30PM*

*Finance Committee January 31, 2017 5:00PM*

*Board Meeting February 14, 2017 5:00PM*