

BOARD MEETING
for the
MHDAS Board of Logan & Champaign Counties

September 10, 2019 5:00 PM

MINUTES

Board Members:

Present: Pete Floyd, Gwyn Stetler, Grant Varian, Reuben Mees, Paul Waldsmith, Angela Haver, Mary Walker, Emily Smith, Rebekah Sinnott

Absent: Robert Dean, Steve Terrill, Ann Vogel, Greg Harvey

Staff: Stacey Logwood, Tammy Nicholl, Adam Sorensen, Jessica Rhoades

Others: Jon Brown, Christina Shaynak-Diaz

With a quorum present, Board Chair Varian called the meeting to order at 5:00 PM and proceeded through the Agenda.

I. APPROVAL OF AGENDA

Haver motioned to accept Agenda as presented. Waldsmith seconded the motion, all in favor, motion carried.

II. REVIEW OF MINUTES

Waldsmith motioned to accept the minutes of June 4, 2019 as presented. Sinnott seconded the motion, all in favor, motion carried.

III. COMMITTEE REPORTS

- A. Executive, July 8, 2019* – Varian presented for the Executive committee. The committee convened to discuss emergency issues regarding inoperable HVAC units. The committee declared the issues an emergency for immediate action and authorized the Executive Director to approve the replacement quote received from Reliant Mechanical.
- B. PEAC, August 27, 2019* – Mees presented for PEAC committee. The committee was presented with information regarding the improvements made in the collection of CIT data and the benefits it has already provided to the community. The committee also briefly discussed the local service providers. The committee discussed the Mini-Grant Awards Program and approved the process and guidelines, which would begin the process immediately.
- C. Finance, August 28, 2019* – Waldsmith presented for Finance committee. The committee reviewed the Board's financial statements, line transfers, HVAC units, Office Manager resignation, and financials from service providers, Consolidated Care Inc, Residential Administrators Inc, and Recovery Zone. Waldsmith noted that the former CCI system has been infected with a virus and that all information has become a complete lose.

- a. *Board Financial Statement – through June 30, 2019*
Waldsmith motioned on behalf of the Finance committee to accept the MHDAS Board Financial Statements through June 30, 2019. Mees seconded the motion, all in favor, motion carried.
- b. *Line Transfers – Waldsmith reviewed the line transfers with Board Members.*
Floyd motioned to approve the Line Transfers as presented. Walker seconded the motion, all in favor, motion carried.
- c. *Service Provider Financials – Waldsmith noted that both, Residential Administrators and Recovery Zone, ended SFY19 with positive financial statements. Floyd expressed his delight with the progress and improvements made by both Recovery Zone locations and the positive impact they are making in their local communities.*
Floyd motioned to accept the financial statements of both Residential Administrators and Recovery Zone. Smith seconded the motion, all in favor, motion carried.

IV. BOARD BUSINESS

- A. HVAC Quotes – Nicholl discussed the quotes that have been received by the MHDAS Board for HVAC replacement of the additional 4 units and preventative maintenance contract costs. Historically CCI had maintained contracts for these services, but the MHDAS Board will assume the responsibility. Board members discussed all three options with the information provided. Waldsmith expressed the necessity to create a Building and Grounds committee in the near future.
Mees motioned to authorize the Executive Director to approve replacement of additional units on as needed basis and to contract preventative maintenance based on quotes provided by Reliant Mechanical. Floyd seconded the motion, all in favor, motion carried.
- B. New Director of Business Operations Position – Nicholl reviewed the discussion of the finance committee regarding the resignation of the Office Manager and the benefits of replacing that role with an on-site fiscal agent. The board members reviewed the possible effects this role would have on the budget. Nicholl reported the Finance committee's recommendation to the Board that approval be given to increase the Personnel budget by \$17,000 up to \$37,000 to cover the costs of a full time Director of Business Operations.
Sinnott motioned to accept the recommendation of the Finance committee to increase the Personnel budget by \$17,000 up to \$37,000. Smith seconded the motion, all in favor, motion carried.
- C. TCN Contract/Lease Agreement – Nicholl reported that she now has a signed contract for services with TCN and also a signed Lease for the use of the space at 1521 N Detroit St, West Liberty. Varian discussed a recent meeting held between local health officials and the

administration team of TCN. He noted that at this meeting TCN announced that they would be suspending all Crisis Intervention after hours support. This has affected Mary Rutan Hospital and they will now be making changes due to this lack of service provided. The Board will be asked in future meetings to discuss the expectation/definition of the Crisis service expected to be provided by TCN or other local service providers.

D. Vacant Logan Co Board Member Spot – Varian took a moment to remember Louis Fairfield, a Board member who recently passed away. The Board expressed their sadness of the lose and their appreciation of the service he was to his community. Nicholl noted that she has sent applications to two law enforcement officers. Once both applications are returned, she will submit to the Logan County Commissioners for appointment.

V. FYI

A. OACBHA Handouts

B. Media Handouts

VI. AUDIENCE COMMENTS

VII. ADJOURNMENT – Adjourned at 6:05 PM

Floyd motioned to adjourn with no further business to discuss. Waldsmith seconded the motion, all in favor, motion carried.

Minutes submitted by: Jessica Rhoades

Grant Varian, Chair

Upcoming Meetings:

PEAC October 29, 2019 @ 4:30 pm

Finance October 30, 2019 @ 7:30 am

Board November 12, 2019 @ 5:00 pm