**BOARD MEETING**

for the

**MHDAS Board of Logan & Champaign Counties**

September 13, 2016 5:00 PM

**MINUTES**

*Board Members:*

*Present:* Bill Heitman, Reuben Mees, Randy Purdy, Virginia Shaffner, Grant Varian, Doug Chamberlain, Bill Dreger, Robert Dean, Ryan Hemmert

*Absent:* Warren Stevens, Ann Vogel, Christian Morris, Carlene Sands, Steve Terrill

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

*Others:* Jon Brown, R.A. Inc., Jeannie Dempster, 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, Shaffner seconded the motion, all in favor, none opposed, the motion carried.**

*II. Approval of JUNE 7, 2016 Meeting Minutes*

The Minutes of the Board meeting for June 7, 2016 were reviewed. There being no changes made, **Varian made a motion to approve the Minutes of the June 7, 2016 Board Meeting. Chamberlain seconded the motion, all in favor, none opposed, the motion carried**.

*III. Membership*- Chamberlain, Notary Public, inducted new members and re-appointed one member.

A. Due to Carlene Sands not being in attendance, she will be re-appointed at the next Board meeting.

B. Re-Appt. of Grant Varian, OHMAS

C. Appt. of Ryan Hemmert, Logan County Commissioners

D. Appt of Robert Dean, Champaign County Commissioners

*Iv. COMMITTEE REPORTS*

A. PEAC Committee: Dreger presented for the committee. The PEAC committee met on August 23, 2016, there was not a quorum present. The fourth quarter reports from the agencies were reviewed.

* CCI – awarded the Community Connectors renewal grant and Champaign County United Way funding. CCI also completed the Alcohol and Drug Services Medicaid revalidation process with only one finding. CCI was able to correct the issue prior to the Mental Health revalidation. Although CCI’s 1st three quarters of the year were very close to budget, their last quarter was under budget due mainly to staffing issues, i.e.; pregnancies, military leave, etc. During the 4th quarter they had a net loss of $12, 741.93 increasing the YTD net loss to $28,343.78. Although this is a fairly significant loss it is $90,286 less than the loss in FY15. Due to Medicaid/BH Redesign, funding is spread out over many more categories, resulting in lower unit rates. The Board will continue to monitor the situation. CCI’s Adult Mental Health Clinical Director and AoD counselor resigned and they were able to promote from within on both positions.
* Recovery Zone – Attendance numbers were slightly down over the summer months. Vans under RZ now and are looking into getting new tires and coverings for seats. Having some issues with air conditioning in Champaign County.
* NAMI- Luau on Sat, August 13, was well attended- at least 40 people.
* Family & Children First Councils – We have one director for both counties. We are still moving on combining them.
* Health Districts for Maternal Depression Screenings- Nicholl and Logwood met with leaders from Champaign County’s Health District. About 5 years ago the Mental Health Board did a one-time investment to both Champaign and Logan’s Health Districts for the purpose of combining a maternal depression screening at the point in which the Health District was doing a newborn home visit. Champaign County did the screenings for about 1 ½ years until they had some administration and staffing changes. Logan County has continued doing the screenings and have requested additional dollars each year. Champaign County still has funding from the first year. They are planning to begin the screenings again this fall. And Logan County will provide training.
* New efforts in Champaign County-
  + - Project Woman & New Directions, Domestic Violence- The Board gives them about $12,500/year for people from Champaign and Logan County. They provided 483 bed nights at a cost last year of $30,617.37. They also provide mental health assessments and therapy. They received a grant to open a domestic violence shelter in Champaign County, but they haven’t found a place yet.
    - Community Prevention Coalition Activities- Several Suicide Prevention Coalition activities this month: September 7th- Training with Dr. Ellen Anderson, September 17th- a 5K at the Ohio Caverns, September 18th- Performance by Josh Rivedal at the Holland Theatre, and, September 13th- Suicide Awareness Event at UU. The Logan County CORE/Champaign County Opiate Task Force has several activities coming up. On September 29th- Training on addiction with Dr. Brad Lander, September 29th- CORE Community Dinner, and on October 22- Drug Take Back Day in Champaign County with MRH, DFY, HD, UPD.
  + Advocacy- Continuing efforts with Levy Campaign. Robin Barton, a local mother, wrote a letter to President Obama asking for help in the war against heroin. The President requested to use a line from her letter in a press release.

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

B. Finance Committee: Varian reported for the Finance Committee which met on August 30th. Reports were reviewed for the Board and agencies.

* Board Financials – The Fund balance has decreased some which has been a goal to spend down some of the reserves. We had deficit budgeted a higher amount, but due to the delay in starting some of the capital projects, the spend down was still lower than budgeted. There is still a balance in the short term residential which are funds paid to CCI in advance and spent down throughout the year. We will be reviewing this with them and if the balance cannot be spent down, it will be paid back to the Board. Year-end reconciliation with CCI is to be completed soon once the fiscal year billing is closed out, the Board’s financials will be adjusted to reflect the final numbers.

**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 with committee members.

**Varian, for the committee moved to approve the line transfers presented to the Board. Dreger seconded the motion, all in favor, none opposed, the motion carried.**

* Agency Finances –

1. CCI: CCI had a net loss during the 4th quarter, but overall is still doing better financially than the previous fiscal year. They had a cash balance decrease during the quarter which is a concern, but they continue to monitor this closely. The front office collections are still low and they continue to train the new front office staff on collections. This is an area they need to do better on. Productivity is down due to staff turnover and maternity/sick leave absences. Higgins feels CCI is doing well overall and focusing on what services they can do.
2. RA, Inc.: RA is showing a net income, due to new grants and outside contracts separate from the Board housing management contract. Our current housing projects are progressing on schedule, Higgin has completed some walk-throughs and is very pleased with the units. The RA Board has approved a budget revision for the agency. This does not affect the Board’s approved funding for them, it is internal to account for new funding and expenditures within the agency.
3. Recovery Zone: RZ is doing better with their budget. The food line is in-line with their budget, they are utilizing the Second Harvest Food Bank.

*V. BOARD BUSINESS*

A. Policy Approval- Policy #330, 335, 361, 362, 363, 364

**Hemmert motioned to approve Policy #330 as presented. Purdy seconded the motion, all in favor, none opposed, the motion carried.**

**Purdy motioned to approve Policy #335 as presented. Shaffner seconded the motion, all in favor, none opposed, the motion carried.**

**Purdy motioned to approve Policy #361as presented. Dreger seconded the motion, all in favor, none opposed, the motion carried.**

**Varian motioned to approve Policy #362 as presented. Purdy seconded the motion, all in favor, none opposed, the motion carried.**

**Purdy motioned to approve Policy #363 as presented. Hemmert seconded the motion, all in favor, none opposed, the motion carried.**

**Dreger motioned to approve Policy #364 as presented. Varian seconded the motion, all in favor, none opposed, the motion carried.**

B. CCI Fund Request- At the end of FY16 CCI had $17,134.28 of excess funds related to their MH Inpatient & Residential allocation. These funds are normally refunded to the MHDAS Board upon completion of the audit. Currently CCI has already committed over 50% of the FY17 AoD Residential & Detox allocation. Therefore, CCI would like to request to carryforward the $17,134.28 to FY17 for AoD Residential & Detox.

**Hemmert motioned to accept the CCI Fund Request FY2017. Purdy seconded the motion, all in favor, none opposed, the motion carried.**

*VI. EXECUTIVE DIRECTOR’S REPORT*

A. Housing Updates- Colonial Arms Project end units almost completed. We are still working on finding a house manager for the Recovery House in Bellefontaine.

B. Levy Updates- We are up to 14 speeches. Nicholl has scheduled a radio interview in October with WPKO. We will be getting a moving billboard sign. Asking everybody the night before or the morning of the election to contact 5 people and remind them to vote for the Levy.

*VII. ADJOURNMENT*

There being no further business to discuss, **Purdy made a motion to adjourn the meeting at 5:54 PM. Dreger 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 October 4, 2016*

*PEAC/CLADAS Committee October 25, 2016*

*Finance Committee November 1, 2016*

*Board Meeting November 15, 2016*