

**BOARD MEETING**  
for the  
**MHDAS Board of Logan & Champaign Counties**

November 13, 2018 5:00 PM

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**MINUTES**

*Board Members:*

*Present:* Robert Dean, Pete Floyd, Gwyn Stetler, Steve Terrill, Grant Varian, Mary Walker, Louis Fairfield, Reuben Mees, Ann Vogel

*Absent:* Emily Smith, Paul Waldsmith

*Staff:* Stacey Logwood, Tammy Nicholl, Adam Sorensen, Scott Campbell, Jessica Rhoades

*Others:* Jon Brown, Stephanie Holbrook

With a quorum present, Board Chair Varian called the meeting to order at 5:05 PM and proceeded through the Agenda.

*I. APPROVAL OF AGENDA*

**Stetler motioned to accept Agenda as presented. Vogel seconded motion, all in favor, none opposed, motion carried.**

*II. BOARD MEMBER INDUCTION – Postponed due to absence of new board member*

*III. REVIEW OF MINUTES*

Varian called for review and approval of the minutes from the June 5, 2018 Board meeting;

**Floyd motioned to approve the June 5, 2018 Board meeting minutes as written. Fairfield seconded motion, all in favor, none opposed, motion carried.**

Varian called for review and approval of the minutes from the Special Called Board Meeting on June 25, 2018 related to the new, additional levy;

**Walker motioned to approve June 25, 2018 special Board meeting minutes as written. Stetler seconded motion, all in favor, none opposed, motion carried.**

*IV. COMMITTEE REPORTS*

- A. *PEAC, October 23, 2018* – Sorensen presented for PEAC committee. The committee has offered \$18,000 in mini grants to Logan and Champaign counties for special projects. The committee has received 7 applications for the mini grants and will be meeting on November 29, 2018 to discuss and review the applications to award the mini grants on December 3<sup>rd</sup>. The TCN and CCI merger is moving quickly with a goal of transition date of January 1<sup>st</sup>, 2019. CCI is struggling with capacity, meeting target goals and staffing issues. Sorensen has been working with Recovery Zone on their policies and procedures. Local prevention coalitions have been active. Several individuals attended Train the Trainer: Trauma 101, including Stacey Logwood and Karey Thompson.

- B. *Finance, November 7, 2018* – Campbell presented for Finance committee in absence of Waldsmith. Noted incorrect date and time on previous committee minutes, should be Nov. 7, 2018. The Board’s Balance Sheet shows an operating balance of \$2,559,00 and net income of \$556,000 for the first three months. Campbell reviewed the line item transfers and supplemental transfer with Board members.

**Fairfield moved to approve the line transfers presented to the Board. Mees seconded motion, all in favor, none opposed, motion carried.**

**Walker moved to approve the supplemental transfer. Stetler seconded motion, all in favor, none opposed, motion carried.**

- *Agency Finances* –
  1. CCI – CCI shows a net loss of \$38,770 for the quarter. Campbell discussed not giving CCI the full advancement, but partial until they earn the remainder. Campbell explained the lack of capability on CCI’s end to bill “add on” codes in the new system, this is keeping their earnings down.
  2. RA, Inc – Continues to do well. The net income for the first quarter was \$15,454. RA has purchased remaining apartments at Colonial Arms in Bellefontaine, now half are owned by RA and half by the Board. Will develop a Condominium Agreement for shared costs with the MHDAS Bd.
  3. Recovery Zone – Needs some discussion. Nicholl and Campbell will be meeting with their Board prior to a strategic retreat on Nov. 29<sup>th</sup> to discuss Board’s expectations in financial statements, by laws, and organizational structure.

**Walker moved to approve the Financial Committee Report as presented. Floyd seconded motion, all in favor, none opposed, motion carried.**

V. **BOARD BUSINESS**

A. **CURRENT BOARD MEMBERSHIP**

- Termination of Mark Keene as Board Member – Due to the number of unexcused absences of Board meetings OMHAS has terminated his membership of the Board. Stetler requested the Board send a note of concern/compassion to Mr. Keene.

**Fairfield moved to approve the termination as presented. Terrill seconded motion, all in favor, none opposed, motion carried.**

- Board Attendance - Varian reminded Board members the importance of attendance, notices will be sent for each meeting. With the level of change and activity needing Board approval it is important for quorum. Committees also need attendance to function at quorum.

B. **APPROVAL FOR MHDAS OFFICE TO CLOSE DEC 24<sup>TH</sup>** –

Due to Christmas Eve falling on a Monday this year, staff are requesting to use vacation or personal time and close the office, as typically we close half day if/when the Auditor’s office closes. It was requested that the Board look at policies to see if there is anything for an individual who may not celebrate Christmas, to take time off for an alternate holiday. Nicholl agreed to investigate.

**Floyd moved to approve request to close MHDAS Office on December 24<sup>th</sup>, 2018. Fairfield seconded motion, all in favor, none opposed, motion carried.**

C. *VALUATION OF .3 MIL LEVY FOR MAY 2019*

Nicholl shared that Champaign County Auditor reevaluated the .03millage for the upcoming levy \$644,300. Cost for running the levy in May would be a maximum of \$64,000 if no other issues on the ballot. There would be no cost to the Board to run the levy on the November ballot. The Board will not see any monies from this levy until January 2021. She also shared the financial forecast created by Campbell to showing a 5-year projection and impact to starting the program in Fall 2019, without the levy money.

Discussion

- *Have the schools backed the idea of what we want to do, and how urgent/important is the need?* The outcomes of the Signs of Suicide screenings and Search Institute Asset surveys, shows continued decline in both county's schools regarding mental health. The schools are asking for more resources and we have shared the idea of a "Care Team" model with administrators in Logan & Champaign County. They are supportive. They would like to implement something within elementary also, not only middle and high schools.
- *Are we still moving with the "team" approach and what does the "team" consist of?* The "Care Team" model offers a diverse set of skills, which is what we want. It will address classroom environment issues, prevention, individual and small group mental health treatment and case management services, for youth in the schools. Team make-up will consist of a clinical therapist, a case manager, a behavior support specialist, and a prevention specialist.

**Terrill motioned to approve the Board to run the levy in May 2019 with a maximum cost of \$64,000. Fairfield seconded the motion. Discussion followed:**

- Board members want a better idea of cost for a May election. Requesting to table decision till a special meeting closer to the submission deadline.

**Dean motioned to table additional levy decision until a special meeting on January 15<sup>th</sup>, 2019. Walker seconded motion, motion passed with 7 in favor, Terrill and Fairfield against.**

VI. EXECUTIVE DIRECTOR'S REPORT

- A. *CCI/TCN MERGER UPDATE* - Nicholl will be meeting with TCN's CEO, at the end of the month. She will be requesting TCN to give the Board at least 90 days' notice before official acquisition date. The Board will notify CCI of intent to terminate the current contract and have time to negotiate a new contract with TCN. Still anticipating a request for financial assistance with some costs TCN is anticipating in technology upgrades and staff payroll and benefits. Nicholl believes they will make a public announcement before end of the year.
- B. *MHDAS BOARD POLICY OVERHAUL* – Nicholl received samples from two counties of policy's that meet COQ standards. Those policies are much more concise and easier to manage. Will work to overhaul all MHDAS policies and procedures, will bring them at one time for Board approval.
- C. *CHIEF CLINICAL OFFICER FOR MHDAS BOARD* – Nicholl discussed that Sorensen is unable to fill role of Chief Clinical Officer. Requires a PhD or MD. Having conversations with Dr. Prasad, PhD locally to see if he is interested and will talk with TCN about putting into their contract. Nicholl will keep Board updated with progress.

D. *PREVENTION CURRICULUM RESOURCE MANUAL* – Logwood presented the document created for the Fab 5 Prevention team, outlining all the prevention resources available in Logan and Champaign Counties. Will be using this as a tool to allow schools, and other community partners to have a catalog of options and to know who to contact when they need something.

E. *PROPERTY INSURANCE* – Nicholl and Campbell discussed conversations with Board’s liability and property insurance provider, Hill & Hamilton. They are suggesting the Board switch to a blanket policy and include an umbrella policy for all Board owned properties. This would allow for greater confidence that in a total loss, all costs could be recovered, but we are unsure of the increase in premium cost. They are working on a quote with more information. Further discussion will be tabled until the January 15<sup>th</sup>, 2019 meeting to gather additional information regarding coverage and cost increase.

VII. *FYI and AUDIENCE COMMENTS*

Varian pointed out to members the handouts included in their packets and called for any audience comments. Stetler passed out a flyer and invited everyone to Radiant Lights at Camp Wilson. Floyd shared that Family to Family training starts February 21<sup>st</sup>. Terrill shared that there is a youth mental health first aid training at Riverside on November 20<sup>th</sup>.

VIII. *ADJOURNMENT*

There being no further business to discuss Varian adjourned the meeting at 7:07 PM.

Minutes submitted by: Jessica Rhoades

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Grant Varian, Chair

*Upcoming Meetings:*

*PEAC Committee (special)*  
*Executive Committee*  
*Board Meeting (special)*  
*PEAC Committee*  
*Finance Committee*  
*Board Meeting*

*Thurs. November 29 @ 4:30 PM*  
*Tues. December 4 @ 5:00 PM*  
*Tues. January 15 @ 5:00 PM*  
*Tues. January 22 @ 4:30 PM*  
*Tues. January 29 @ 7:30 AM*  
*Tues. February 12 @ 5:00 PM*