

BOARD MEETING
for the
MHDAS Board of Logan & Champaign Counties

September 11, 2018 5:00 PM

MINUTES

Board Members:

Present: Robert Dean, Pete Floyd, Emily Smith, Gwyn Stetler, Steve Terrill, Grant Varian, Paul Waldsmith, Mary Walker

Absent: Louis Fairfield, Mark Keene, Reuben Mees, Ann Vogel

Staff: Stacey Logwood, Tammy Nicholl, Adam Sorensen, Terri Steiner

Others: Jon Brown, Ross Cunningham, 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

Walker made a motion to accept the Agenda as presented. Waldsmith seconded the motion, all in favor, none opposed, the motion carried

II. REVIEW OF MINUTES

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

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

B. Special Board Meeting, June 25, 2018 – Varian called for review and approval of the minutes from the June 25, 2018 special Board meeting;

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

III. BOARD MEMBERSHIP

A. New Member Induction – Emily Smith was appointed to the Board by the Champaign County Commissioners. Smith was sworn in by Stephanie Holbrook, Notary Public. Smith is the Director of Student Services at Graham Schools.

B. Member Resignation – Ryan Hemmert has submitted his letter of resignation from the Board. Hemmert has moved out of the county area due to job responsibilities and per statute can no longer serve on the Board.

Floyd motioned to accept the resignation of Ryan Hemmert from the Board. Walker seconded the motion, all in favor, none opposed, the motion carried.

C. Election of Board Officers – Varian reviewed with members the officer positions needed to be voted upon. Varian called for additional nomination to each position, then preceded with the vote.

Board Chair: Grant Varian, with no additional nominations; Dean **motioned to approve Varian as Board Chair. Waldsmith seconded the motion, all in favor, none opposed, the motion carried.**

Board Vice Chair: Reuben Mees, with no additional nominations; Waldsmith **motioned to approve Mees as Board Vice Chair. Dean seconded the motion, all in favor, none opposed, the motion carried.**

PEAC Chair: Reuben Mees, with no additional nominations; Dean **motioned to approve Mees as PEAC Chair. Walker seconded the motion, all in favor, none opposed, the motion carried.**

Finance Chair: Paul Waldsmith, with no additional nominations; Walker **motioned to approve Waldsmith as Finance Chair. Dean seconded the motion, all in favor, none opposed, the motion carried.**

IV. COMMITTEE REPORTS

A. PEAC Committee – In absence of Committee Chair Mees, Nicholl gave the report for the committee. The committee was given an update on the talks Consolidated Care (CCI) has been having with possible partners for merger. One entity, Community Health and Wellness Partners (CHWP), has decided to pull out of consideration due to logistical and administrative concerns. CCI is continuing talks with another entity that is very promising. The new claims submission process for CCI through the managed care companies is steadily improving. CCI reports the loss of seven staff members, mostly due to the uncertainty surrounding the merger conversations, this loss has an impact on productivity. Updates from Residential Administrators included waiting list numbers and upgrades to the housing units. Sorensen has been working with Brown on staffing issues and policies for the Recovery House in Bellefontaine and continues to work with Pastor Hackworth on the ministry-run Recovery House in Champaign Co. Recovery Zone continues to make progress establishing each county location as independent sites. Sorensen is also working with them on policy and structural setup.

Levy Update – Nicholl shared updates on the levy progress with committee members.

Nicholl has revised Logwood’s position title and job responsibilities to align closer to the prevention role she represents in the community. The committee is recommending approval to the full Board.

Stetler motioned to approve the recommendation from the PEAC Committee to accept the revisions to the job position of Director of School and Community Based Prevention. Floyd seconded the motion, all in favor, none opposed, the motion carried.

B. Finance Committee – Waldsmith gave the report of the Finance Committee to the Board. The Balance Sheet shows total assets at \$2,695,855 with a net income of \$382,563. The income balance is due to receiving new grant money from the state at the end of FY18 that will carry over into FY19, also CCI did not spend their budgeted allocation. Waldsmith reviewed the line item transfers with Board members.

Waldsmith gave a motion from the Finance Committee for approval of the line item transfers as presented. Floyd seconded the motion, all in favor, none opposed, the motion carried.

Waldsmith gave a motion from the Finance Committee for approval of the financial statements as presented. Dean seconded the motion, all in favor, none opposed, the motion carried.

V. BOARD BUSINESS

A. Levy Update: Nicholl shared with Board members that due to several issues with the language of the current resolution, the Board will not be moving forward with an issue on the November ballot. She has been consulting with a lawyer, Christina Shaynak-Diaz, who is very experienced working with Ohio Boards as well as speaking with both county auditors and the election board office. Options are to run in the May 2019 primary or the next general election in November 2019. Both options, if passed, will result in the additional dollars being disbursed in 2021. There is a cost to running in the May primary, the amount is split between entities with issues on the ballot, so a firm number is not yet available. The idea is to run the additional .3 mil levy, so it expires at the same time as our current .7 mil, then combine the two and run a 1.0 mil levy for continuing expenses. Nicholl presented to the Board Members Resolution L-2018-01, which was drawn up by the attorney. This resolution is the first step in the process by requesting the current tax valuation of our service district from the county auditors that would be generated by a .3 mil levy.

Floyd motioned to approve Resolution L-2018-01. Stetler seconded the motion, roll call of members:

Waldsmith – yes, Terrill – yes, Walker – yes, Dean – yes, Smith – yes, Floyd – yes, Stetler – yes, Varian – yes.

All in favor, none opposed, the motion carried.

B. Consolidated Care merger talks: Nicholl shared an update on the status of agency meetings. Nicholl and Varian were able to attend a meeting between CCI's Board members and TCN administration. CCI Board members voted within a few days of the meeting to move forward with the merger. TCN Board members will vote in October. Discussion followed on the benefits of the merger for CCI and how the contract we have with them might be affected.

C. Certificate of Record Destruction: The Board has, as part of policy, a Schedule of Record Destruction that has been approved by the State of Ohio and the Ohio Historical Society. When it comes time to purge records, this schedule is followed as to the amount of years records need stored and in what format. The Board recently did a purge of old records according to policy and Nicholl shared this information with Board members

D. Staff Life Insurance: The Board has carried a life insurance policy covering employees through Humana Insurance Co. for several years. This is in addition to the policy available to employees through the county benefit program. In May, Humana notified the Board that it would be discontinuing the policy and not offering a replacement. Nicholl proposed in place of this that the Board cover the cost of the county policy, which is \$7.20 per employee per month. This is much lower than the Humana rate.

Waldsmith made a motion for the Board to cover the cost of life insurance for Board employees beginning in October 2018. Terrill seconded the motion, all in favor, none opposed, the motion carried.

E. Out of State Training: Logwood presented to Board members information on a workshop in Pennsylvania – LifeSkills Training Strategic Sustainability – it's a one-day workshop sponsored by The Center for the Study and Prevention of Violence. The costs will be reimbursed by the Center; however, we need Board approval since it is out of state.

Terrill motioned to approve the out of state training request presented by Logwood. Waldsmith seconded the motion, all in favor, none opposed, the motion carried.

F. Consolidated Care Position request: CCI has made a request of the Board for funding to support a position that will do advocacy for residents of the domestic violence shelter. This position does not do

“billable” services. Until this year CCI received funding from Logan Co. Job & Family Services to help fund the employee. Job & Family Services does not believe the position fits their criteria for funding anymore and has pulled out of the support. The position is approximately \$35,000 yearly and could be reallocated within CCI’s current budget.

Stetler made a motion to reallocate a portion of Consolidated Care current contract to cover the cost of the Domestic Violence Advocacy position. Waldsmith seconded the motion, all in favor, none opposed, the motion carried.

VI. EXECUTIVE DIRECTOR REPORT

A. Administrative Assistant Resignation: Nicholl shared with the Board the recent resignation of Andrea Lane. Lane’s family has relocated to Florida due to her spouse’s job change. We have advertised the position opening and will be setting up interviews.

B. Board Strategic Planning: The Board has not updated a strategic plan in several years. The annual Community Plan filed with the state has served in this capacity. The Ohio Association of County Behavioral Health Authorities (OACBHA), which is the state board association representing county boards across the state, does not recommend using the Community Plan but developing a separate strategic plan. The Board staff recently underwent a staff development day with the CEO of OACBHA, Cherie Walter and Liz Henrich, Assoc. CEO. Staff focused on revising the Mission and Vision statements and developing goals and action steps. Logwood gave a presentation to Board members on the proposed changes that staff developed. Board members discussed and gave input to staff with their recommendations. Staff will revise and bring back to the Board at the next scheduled Board meeting.

VII. FYI and AUDIENCE COMMENTS

Varian pointed out to members the handouts included in their packets and called for any audience comments. Floyd updated members on recent NAMI activities and Varian mentioned upcoming sober event activities planned in the community.

VIII. ADJOURNMENT

There being no further business to discuss, **Dean motioned to adjourn the Board meeting at 7:05 PM. Varian adjourned the meeting.**

Minutes submitted by: Terri Steiner

Grant Varian, Chair

<i>Upcoming Meetings:</i>	<i>Board Meeting</i>	<i>November 13, 2018 5:00 PM</i>
	<i>PEAC Meeting</i>	<i>October 23, 2018 4:30 PM</i>
	<i>Finance Meeting</i>	<i>October 30, 2018 4:30 PM</i>