**BOARD MEETING**

for the

**MHDAS Board of Logan & Champaign Counties**

MS Teams online meeting November 10, 2020 at 5:00 PM

**MINUTES**

*Board Members:*

*Present:* Pete Floyd, Reuben Mees, Greg Harvey, Angela Haver, Steve Terrill, Grant Varian, Ann Vogel, Paul Waldsmith

*Absent:* Rebecca Sinnott, Gwyn Stetler, Joe Torsell, Mary Walker, Tyler Wolf

*Staff:* Tammy Nicholl, Adam Sorensen, Terri Steiner, Melissa Thompson, Cecilia Yelton

*Others:* Jon Brown (Dir. RA)

The Board meeting was called to order at 5:08 PM by Board Chair Mees.

1. *APPROVAL OF AGENDA*

While awaiting the logon from a few additional members, Mees proceeded with discussion tabling review of minutes until a quorum was reached. Members received document packets in the mail prior to the meeting.

II. *Review of MINUTES*

A. Board Meeting September 8, 2020 – After quorum was reached and review by members, **Floyd made the motion to approve the minutes of the September 8, 2020 Board meeting as presented. Harvey seconded the motion, all in favor, none opposed, the motion carried.**

III. *COMMITTEE REPORTS*

A. PEAC Committee, October 27, 2020: Sorensen reviewed committee activity with the Board members. ***Residential Administrators*** are close to completing the Peak of Ohio project, Brown was able to secure grant funding to help offset costs for the driveway and fence. Logan Co. Adult Recovery Court is having an event at the Peak of Ohio complex for their clients – a faith-based group in the community is helping to put on the event. ***Recovery Zone*** has started using a new quarterly report format that Board staff created for both sites for a more consistent way of tracking activities. We will be tracking the number of certified peer supporters and the hours as well as the number of distinct consumers served. We will also be tracking the supported employment services and evidenced based trainings provided. The Board has partnered with the OHMAS to host a 40-hour peer support training that will be led by state certified trainers. The training is virtual and will start on November 30. ***TCN Behavioral Health*** has continued to increase the number of billable units they are providing to our communities, these have included the areas of residential and transitional housing, IOP program, and especially individual counseling; both mental health and substance abuse. TCN is reporting that they currently do not have a waiting list for psychiatric services, so the Board is assisting with getting that message out to the community for referrals. ***Coleman Professional Services*** at the MRH ED provides crisis assessments and services, the Care Navigator position is in place, they are still working to fill the LISW assessor position. MRH reports that the program is working very well for them. ***Suicide Prevention Coalition*** wrapped up a busy month of activities in September. Megan Arbogast will be a new co-chair of the coalition and coordinator of the LOSS Team. Received a new grant from the Logan Co. United Way for Kognito trainings in the schools and received a grant for training in Champaign Co schools as well. Logan Co’s recent Medication Take Back Day netted 30 lbs. of medication collected. ***PHAST Grant*** – Legal Advocacy Committee of CORE has continued conversations between agencies on substance use disorder treatment, there is a scheduled meeting with Logan Co. Municipal Court, the Board and TCN later this week. The ***GET HELP NOW*** app was launched on October 1. In Champaign Co. local churches have started a Faith Based Coalition to support the community. In October the Board hosted a CIT training, partnering with Union Co. Logan Co. had the Stepping Up kickoff meeting in October, this was well attended.

B. Building and Grounds Committee, October 20, 2020: Harvey presented the committee report to Board members. The 1521 Detroit St. office building recently had another HVAC unit repaired. The Peak of Ohio project progress was reviewed. There was discussion around the drainage problem in the Logan Co. Recovery Zone parking lot, where they have a lot of flooding issues. The committee met with city officials and discussed options for correcting the flooding. Brown has been working on getting estimates for repairs. Brown has also investigated possible grant opportunities to help with repairs.

C. Levy Committee, August 27, 2020: Varian updated Board members on committee activities. The committee last met on August 27th; the recent meeting scheduled for Nov. 5th was cancelled. The next scheduled meeting will be in January 2021. The committee has two sub-committees, one of them, the marketing committee, developed the new logo for the Board and surveyed members for tagline ideas. The top four are listed below for Board member input:

* Empowering our Communities with Resources for Hope
* Hope for Recovery, Resources for Success
* Hope for Recovery, Strengthening Success
* Strength for Today, Hope for Tomorrow

The second and fourth suggestions were favored by the Board; the words Hope and Success were important messages, the Board will send this back to the Levy committee for a final decision.

D. Finance Committee, October 28, 2020: Waldsmith updated Board members on the most recent Finance committee meeting. Richie Bowling, CFO for TCN joined the committee meeting at the start to discuss and clarify any questions from committee members on the agency’s additional request from the Board of $128,000 over the FY20 contract amount. This would be a one time ask; TCN does not anticipate future issues. Committee members were satisfied with Bowling’s presentation and are recommending the Board grant the additional funding request.

**Haver, for the committee, made a motion for the Board to grant the request of TCN Behavioral Health for an additional $128,000.00 over the contracted amount for FY2020. Varian seconded the motion, all in favor, none opposed, the motion carried.**

Waldsmith reviewed the Board Financial statements with members, the balance at the county is $3,584,589.00 with $50,000 of that total in Capital Improvements and $44,405 in the Donation Funds. Expenses are running behind at 20% of budget due to underspending by agencies and lower operating expenses, mostly due to COVID restrictions. Income is at 36% of budget, we are still expecting state allocations to be dispersed. There are no areas of concern currently. There are no line transfers for Board approval this quarter, Thompson will be submitting a supplemental transfer to cover the payout to TCN for FY20 contract.

**Waldsmith, for the committee, made a motion to accept the MHDAS Board Financial statements as submitted. Harvey seconded the motion, all in favor, none opposed, the motion carried.**

IV. NEW BUSINESS/Director’S Report

A. Approval of Revised Policies: Nicholl reviewed the revisions to two Board policies and a revised job description for the Office Manager with members.

a. Finance Policy #252 Credit Card Usage: new revisions to this policy are based on recommendations from the state auditor of items they believe need included in the policy. Credit limits and various procedural changes comprised the revisions that were made.

**Varian made a motion to accept the revisions to Policy 252 Credit Card Usage as presented. Terrill seconded the motion, all in favor, none opposed, the motion carried.**

b. Admin Policy #119 Public Records Request: The only revision to this policy was to switch the position responsible for record request from Director of Service Systems to the Office Manager.

**Terrill made a motion to approve the revisions to Policy 119 Public Records Request as presented. Haver seconded the motion, all in favor, none opposed, the motion carried**.

c. Office Manager Job Description: Revisions to the job description included the addition of the Public Records Request policy changes.

**Waldsmith made the motion to approve the revisions to the Office Manager Job Description as presented. Varian seconded the motion, all in favor, none opposed, the motion carried.**

B. BWC Project: Nicholl shared with members that the Ohio Bureau of Workers Compensation (BWC) has contacted all Board areas in the state to explore a partnership and provide grant funding to incentivize area business to develop drug free workplace policies and provide trainings on the subject. BWC felt that Boards would be able to connect better with businesses. A barrier to this is that the BWC prefers the funds be kept in a non-interest-bearing account. Our county Treasurer is looking into options, if available. Nicholl will update members on the process.

C. SOR 2.0 Grant Proposal: This is a federal grant program with applications due back to the state by November 20. Nicholl and staff are working on a proposal for our communities on all areas of our continuum of services. The grant will fund two years, so sustainability of projects is a consideration in the proposal.

D. MHDAS Board Community COVID Response: Nicholl updated members on Board activity for distribution of PPE supplies that we have received. OACBHA has been the major supplier, but we have also received donations from the local EMA, Health Districts, and churches/civic groups. We have distributed these to our contract agencies, recovery houses, & shelters.

E. TCN Capacity for services: Mees and Nicholl shared with members that they have received questions from the community for information on TCN’s capacity for services; is there waiting lists, etc. TCN has not indicated to the Board that there are any significant concerns in any area of service delivery. Nicholl and Sorensen will continue to facilitate and encourage conversations between TCN and other community agencies about any perceived unmet needs. Nicholl will keep the Board updated.

V. AUDIENCE COMMENTS

Mees called for any further comments, hearing none, he called for a motion to adjourn the meeting.

VI. ADJOURNMENT

There being no further business to discuss **Terrill entered a motion to adjourn the Board meeting, Chair Mees adjourned the meeting at 6:40 PM**

*The Board meeting was posted on website (*[*www.mhdas.org*](http://www.mhdas.org)*)*

*Minutes submitted by Terri Steiner*

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Reuben Mees, Chair