

**BOARD MEETING**  
for the  
MHDAS Board of Logan & Champaign Counties  
November 11, 2014 5:00 PM

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**MINUTES**

Present:

Board Members: Doug Chamberlain, Bill Dreger, Bill Heitman, Scot Johnson, Christian Morris, Judy Page, Randy Purdy, Grant Varian

Staff: David Higgins, Tammy Nicholl, Terri Steiner

Community: Jon Brown, RA Inc., Jeannie Dempster, CCI., Annette Deao, Logan Family Court

Absent:

Jim Ellington, Carlene Sands, Virginia Shaffner, Warren Stevens, Ann Vogel

Board Chair Judy Page called the meeting to order at 5:00 PM, noting that there was a quorum present, and proceeded through the Agenda.

I. APPROVAL OF AGENDA

Page called for a motion to approve the meeting agenda with the addition of discussing CCI's computer request;

**Purdymade the motion to approve the meeting agenda as proposed.** Varian seconded, all in favor, none opposed. The motion carried.

II. APPROVAL OF SEPTEMBER 9, 2014 MEETING MINUTES

Page asked for review and approval of the June Board meeting minutes;

**Dreger made the motion to approve the minutes of the September 9, 2014 Board meeting as presented.** Johnson seconded the motion, all in favor, none opposed. The motion carried.

III. AGENCY PRESENTATIONS

A. Annette Deao, Coordinator for Logan Co. Family Treatment Court gave members an overview of the specialized docket and the types of cases they handle. Currently, all of the cases are involved with Children's Services and 99% are opiate addicts (all of which are IV drug users). Drug screening is a large part of the accountability process with screens performed four times per week. Oral screens can also be included and the court can do breathalyzer testing. A large portion of the court's budget is spent on screenings as well as competency evaluations for juveniles that can be requested by defense attorneys. The evaluations have to be performed by a licensed psychologist and are approx. \$2,500 each. This cost is the responsibility of the court as well as any treatment provisions that arise out of the evaluation. To help off-set these costs, Deao stated that, to date, the court has received approx. 1.6 million dollars in approved grant funding from various sources. This grant money not only helps the court's budget but also goes back into the community in the form of payment for treatment services needed by the clients. Deao thanked the Board for the funding it also provides towards screening and treatment services.

B. Nicholl shared a video with the Board that was a part of the presentation given at the recent Community CORE dinner. Two local women who are former heroin addicts shared the story of their journey of recovery.

#### IV. COMMITTEE REPORTS

A. PEAC/CLADAS Committee – Dreger reported to the Board on the results of the committee meeting on Oct. 21, 2014. The psychiatric report reflecting recent admission counts was reviewed. CCI 's implementation of CareLogic, the EHR software has been challenging but they have begun to document clinical records as well as bill in the new system. There are still some billing issues to finalize as well as some reporting functions. Access to computers for the staff is limited due to the number of available units and mobility of staff. CCI also attended, with Nicholl and Higgins, a meeting at Mary Rutan Hospital on ways to improve on referrals and collaboration with ER staff when patients present with mental health or addiction issues. The new office at Indian Lake is currently staffed with one AoD counselor and three MH counselors on specific schedules. No show rates are an issue they are working on, CCI hopes to have a similar office setup in the Mechanicsburg area.

Recovery Zone in both counties had a positive 1<sup>st</sup> quarter report. Both sites continue to look for different avenues to make the most of the funds in food budget line. They continue to look and adjust their programming to be responsive to community needs.

Residential Administrators has been very busy with various housing renovations and proposals. Recovery Housing is a state priority and the Board and RA are looking at funding proposals to establish up to three projects; one unit for males, one unit for females, and one unit for families.

Wellspring continues to look for ways to engage indigent clients. This has been very challenging, Dreger told the Board that he recently attended a conference where this issue was discussed and seems to be a state-wide problem.

The Champaign Co. Family and Children First Director, Stacey Logwood, is splitting her time and filling the vacant director position in Logan County.

The funding ad for the Board's Mini-Grant program has been in the papers in both counties and we have started to receive requests for applications. Completed applications are due in to the Board office by December 1, 2014 for review. The Ambulatory Detox partnership with Union County is still working out transportation issues for consumers in our area to get to Marysville for treatment. Dreger shared several reports on research completed on Medical Marijuana and the effects on overdose deaths in the states that have approved the use. The Civil Summons from First Energy has been resolved; the Board was represented by the Champaign Co. Prosecutor's office. The yearly state audit has been started, the auditor's were on site for a week, and will now finish up with off-site work.

**Morris made a motion to approve the PEAC/CLADAS Committee report.** Purdy seconded the motion, all in favor, none opposed. The motion carried.

B. Finance Committee – Heitman presented the report from the committee which met on Oct. 28, 2014. The target percentage for this period is 25%, with that in mind, the Board's financial statement shows income at 37%, due to real estate taxes being up slightly and reimbursements for housing projects. Expenses are at 20.3%: AoD and MH billing is currently under 10% due to EHR implementation and the billing delays that has caused.

CCI's financial reports shows a loss in the first quarter due to the lower revenues, however, they were able to keep expenses low indicating a definite improvement in this area. CCI has requested to be able to use unearned Board dollars to buy needed computers for the EHR roll out.

Residential Administrators, Recovery Zone in both counties, and Wellspring are all on track with where their budgets should be relative to this point in the budget year.

**Varian made a motion to approve the Finance Committee report.** Purdy seconded the motion, all in favor, none opposed. The motion carried.

V. BOARD BUSINESS

A. Policies and Procedures – the following policies have been presented to the Board committees need to be approved by the full Board:

1. Policy 125, Communication with Sensory Impaired Persons, Section IV-F, change in language from Board representative to Provider representative.

**Dreger made a motion to approve the proposed change to Policy 125.** Purdy seconded the motion. All in favor, none opposed, the motion carried.

2. Policy 147, Budget Application Packet (BAP), Section IV-A and IV-H to remove Medicaid only reference since the Board no longer administers Medicaid.

**Chamberlain made a motion to approve the proposed change to Policy 147.** Varian seconded the motion. All in favor, none opposed, the motion carried.

3. Policy 154, Free Choice of Providers – proposal is to delete the entire policy since Medicaid claims are now processed at the state level and the policy is now outdated.

**Dreger made a motion to void Policy 154.** Purdy seconded the motion. All in favor, none opposed, the motion carried.

4. Policy 156, Service Limits and Prior Authorizations, Section II and Section III-B to remove the references to Medicaid as the Board no longer administers it.

**Varian made a motion to approve the proposed change to Policy 156.** Johnson seconded the motion. All in favor, none opposed, the motion carried.

B. County Auditor's Resolution Accepting Rates: updated revenue estimate and status of Levy for both Champaign and Logan Counties in the amount of \$1,083,900.00.

**Heitman made the motion to accept the Champaign Co. Auditor's Resolution Accepting Rates.** Morris seconded the motion. Roll Call as follows: Page – yes, Dreger – yes, Heitman – yes, Purdy – yes, Morris – yes, Johnson – yes, Chamberlain – yes, Varian – yes. All in favor, none opposed, the motion carried.

C. Line Transfers: occasionally the need arises when we need to shift funds from one line to another to cover expenses. The auditors recommended that these transfers be approved by the Board. Due to timeliness of the needed transfers, the auditors stated they can be approved after the transfer is completed.

**Varian made a motion to approve the line item transfers as presented.** Purdy seconded the motion. All in favor, none opposed, the motion carried.

**Chamberlain made a motion to approve the supplemental appropriation as presented.** Purdy seconded the motion. All in favor, none opposed, the motion carried.

D. Housing Resolutions: Requests from RA, Inc. for two Board resolutions.

1. Resolution approving application to OHFA for funding to renovate units on N. Park, N. Madriver, and E. Columbus – grouped as "Bellefontaine Housing Project". The Board would have to provide a match of approx. \$87,500.

a. The first match amount mentioned in the discussion was for \$37,500. A motion was made by Purdy to approve this amount, this motion was withdrawn due to the match amount needed being clarified by Jon Brown.

**Purdy made a motion to approve application to OHFA for funding for “Bellefontaine Housing Project” and for Page & Higgins to sign the necessary documents for this proposal.** Varian seconded the motion. All in favor, none opposed, the motion carried.

2. Resolution stating that MHDAS is authorized to enter into contract to receive \$400,000 in CIP funds from OHFA and OMHAS. The resolution also identifies Higgins and Page as authorized to sign legal documents for the funding on behalf of MHDAS. This funding is for renovation of apartments on Columbus Ave in Bellefontaine, Logan County.

**Heitman made the motion to approve the contract for CIP funds from OHFA and OMHAS and for Higgins and Page to be authorized to sign necessary documents for this contract.** Chamberlain seconded the motion. All in favor, none opposed, the motion carried.

3. As part of the Recovery Housing initiative by the state, the Board would like to purchase property at 212 W. Court in Urbana. This house would be used for women’s recovery housing. The board can receive up to \$129,800 in state funds towards this project but has to be able to apply an equal amount of funds as Board match.

**Heitman made a motion to approve up to \$129,800 in Board match funds for the Recovery Housing Project at 212 W. Court St. in Urbana, Champaign County.** Purdy seconded the motion. All in favor, none opposed, the motion carried.

E. Office Closed on December 26, 2014: Christmas is on Thursday this year and the staff is asking for Board approval to be closed on Friday, the 26<sup>th</sup>. Staff will use paid leave on this day.

**Purdy made a motion for the MHDAS Board office to be closed on Friday, December 26, 2014.** Johnson seconded the motion. All in favor, none opposed, the motion carried.

F. CCI’s request for computer purchases: with the EHR implementation, CCI is asking for assistance in purchasing needed computer equipment for full roll out of the system to staff. They are asking for \$9,762 for equipment purchases and \$8,070 for data plans, portable Wi-Fi, etc.

**Chamberlain made a motion to approve a total of \$17,832 to CCI for technology purchases for the EHR implementation.** Varian seconded the motion. All in favor, none opposed, the motion carried.

## VI. EXECUTIVE DIRECTOR’S REPORT

A. Update on Housing Projects – this topic was covered during Board Business with the housing resolutions.

B. Audit update – this topic was covered during Board Business

C. Records Commission – since we are a two county Board, we are required to have our own Records Commission. The commission requires one legal representative and one fiscal representative. Since our current Finance Committee has the required persons, it was proposed to make the Records Commission part of the Finance Meeting.

**Purdy made a motion to establish the MHDAS Records Commission, which will meet with the Finance Committee.** Varian seconded the motion. All in favor, none opposed, the motion carried.

D. As part of the “Recovery is Beautiful” campaign, OACBHA is offering T-shirt sales with the logo. The Board would like approval from members to purchase T-shirts for members, staff, and Recovery Zone attendees. We would receive a group rate for bulk purchases.

**Purdy made a motion to approve a bulk purchase of T-shirts from OACBHA.** Varian seconded the motion. All in favor, none opposed, the motion carried.

E. The Board meeting scheduled for February 2015 will include a member training which is required annually by the state. Cheri Walters, CEO of OACBHA will be presenting at the meeting.

VII. FYI

Media and misc handouts were included in member's packets as well as the handouts from OACBHA.

Nicholl shared that Pete Floyd, NAMI Pres., was unable to attend tonight but wanted to share with the Board that NAMI is planning on another Family to Family class in February. He appreciates the Board's support of NAMI.

VIII. AUDIENCE COMMENTS

J. Dempster, CCI Pres., shared her appreciation of the Board's past and continued support of CCI.

IX. ADJOURNMENT

There being no further business to discuss, Heitman made a motion to adjourn the Board meeting at 6:21 PM. Purdy seconded the motion, all in favor, none opposed, the motion carried.

Minutes submitted by: Terri Steiner

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Judy Page, Chair

*Upcoming Meetings:*

<i>Executive Committee</i>	<i>December 9, 2014</i>
<i>PEAC/CLADAS Committee</i>	<i>January 20, 2015</i>
<i>Finance Committee</i>	<i>January 27, 2015</i>
<i>Board Meeting</i>	<i>February 10, 2015</i>