**BOARD MEETING**

for the

**MHDAS Board of Logan & Champaign Counties**

November 14, 2017 5:00 PM

**MINUTES**

*Board Members:*

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

*Absent:* Carlene Sands, Ryan Hemmert

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

*Others:* Jon Brown- Residential Administrators Inc., Jeannie Dempster- Consolidated Care Inc., Ross Cunningham- Recovery Zone, Stepheni Hollbrook- Residential Administrators Inc.

Board Chair Varian called the meeting to order at 5:03 PM and proceeded through the Agenda.

# *Approval of Agenda*

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

Varian asked board members to introduce themselves.

# *II.* *APPROVAL OF SEPTEMBER 12, 2017 MEETING MINUTES*

The Minutes of the Board meeting for September 12, 2017 were reviewed. There were no changes made.

**Dean made a motion to approve the Minutes of the September 12, 2017 Board Meeting. Terrill seconded the motion, all in favor, none opposed, the motion carried**.

# *III.* *MEMBERSHIP*

A. Stepheni Holbrook, Notary Public, inducted new members- Gwyn Stetler, Logan County

Commissioners, Louis Fairfield, Logan County Commissioners and re-appointed Ann Vogel,

OMHAS (*Ohio Mental Health & Addiction Services*). Carlene Sands was not in attendance.

*IV.* *BOARD TRAINING*

Marilyn Angelo, Manager of Administration Operations at Honda of America and Rob Bibart, Security Coordinator at Generic, Inc, presented a video produced by Honda of America in September offering education and information on resources to their staff regarding the opiate epidemic. Kathy Zeller from Logan County was featured in the training video.

*V.* *COMMITTEE REPORTS*

A. PEAC (*Planning, Evaluation & Advocacy Committee*): Mees presented for the committee. The

PEAC committee met on October 24, 2017, with a quorum present.

* Consolidated Care, Inc. – CCI is administering SOS (*Signs of Suicide*) screenings in all districts to help identify at-risk youth.
* Residential Administrators, Inc.- The Columbus Avenue Project units are completed. RA looking into policies in regard to suspicion of tenants using drugs.
* Recovery Housing- In Champaign County, Higgins, Brown, and Nicholl visited the Renewed Strength Ministries Recovery House for men in Kingscreek. There are great things happening there and it is an established program, but not sure OMHAS (*Ohio Mental Health & Addiction Services*) will consider this site for funding with Recovery Housing dollars due to the size and age of the building and consideration for asbestos, lead paint, etc. Higgins and Brown will talk with reps from OMHAS to see about visiting the site for more opinions. In Logan County, there is a new House manager & a referral for a participant.
* Community Needs Assessments in 2018 – Assessments will be done in Logan & Champaign Counties this next year. Plans are underway now and we will participate in the funding of the process in both counties as we use this as our needs assessment in each community.
* Celebrate Recovery- started in Logan County on Friday nights at 7:00 PM at the Union Station & in Champaign County, on Tuesday nights at 6:30 PM at Recovery Zone in Urbana.

B. Finance Committee: Higgins reported for the Finance Committee which met on October 31,2017.

Reports were reviewed for the Board and agencies.

* MHDAS Board System – The Balance Sheet shows an operating balance of $2,157,408 combined with other current assets puts total assets at $2,407,338. Net income for the quarter is $278,837 which balances with the Profit & Loss Statement. Income at the end of the first quarter is at 29.5% of budget, due largely to a cash donation to the Board and property renovation grant reimbursements. Expenses are at 17.8% of budget. The format of the Profit & Loss is being revised to match the State’s (OMHAS- *Ohio Mental Health & Addiction Services*) Medicaid Redesign which is projected to start Jan 1, 2018; services are referenced as Mental Health (MH) or Substance Use Disorder (SUD) instead of ODMH/ODADAS.
* Line Transfer Approvals- transfers from one expense line to another to cover invoices was reviewed with Board members.

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

* Agency Finances –

1. CCI: CCI showed a net loss of $20, 409 at the end of the quarter. Cash position for the quarter improved while accounts receivables decreased. Medicaid revenue is short of budget as well as Board revenue also falling short of budget. Salaries and benefits are most of the expenses, but are down from last year.
2. RA, Inc.: The Balance Sheet shows a net income for the quarter of $39,546 and total assets at $967,450. The Profit & Loss statement shows income at 38.4% of budget and expenses at 35.2% of budget.
3. Recovery Zone: The Balance Sheet shows a net loss of $6,265 for the quarter with total assets at $69,929. Total income is at 18.3% of budget, expenses at 20.8%. The new director for Logan County, Kathy Zeller, has been hired as part of the move to each county operating independently. Each county is looking for other revenue sources.

**Waldsmith motioned to approve the Finance Committee Report as presented. Stetler seconded the motion, all in favor, none opposed, the motion carried.**

# *VI.* *BOARD BUSINESS*

No Board Business at this time.

# *VII. EXECUTIVE DIRECTOR’S REPORT*

A. Updates- Higgins reported that Brown’s latest housing project for Residential Administrators is complete and is currently working on purchasing the remaining portion of the apartment complex.

Higgins announced that he will be retiring on May 14, 2018. The Executive Committee will be meeting on December 5th & will be discussing the process & a succession plan.

# *VIII. AUDIENCE COMMENTS*

Cunningham invited Board members to support Recovery Zone in a fundraiser, Community Holiday Portraits. The photo mini-sessions will take place at Recovery Zone, 827 Scioto St, Urbana, and spots can be reserved by calling 937-321-1462.

Terrill encouraged Board members to consider taking the Mental Health First Aid Training. A short discussion followed.

# *IX. ADJOURNMENT*

With no further business to discuss, Board Chair Varian adjourned the meeting at 6:26 PM.

Minutes submitted by: Andrea Lane

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Grant Varian, Chair

*Upcoming Meetings:*

*Executive Committee December 5, 2017 5:00 PM*

*PEAC Committee January 23, 2018 4:30 PM*

*Finance Committee January 30, 2018 5:00 PM*

*Board Meeting February 13, 2018 5:00 PM*