

BOARD MEETING
for the
MHDAS Board of Logan & Champaign Counties

June 4, 2019 5:00 PM

MINUTES

Board Members:

Present: Pete Floyd, Gwyn Stetler, Steve Terrill, Grant Varian, Reuben Mees, Ann Vogel, Paul Waldsmith, Greg Harvey, Angela Haver, Mary Walker, Louis Fairfield

Absent: Robert Dean, Emily Smith, Rebekah Sinnott

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

Others: Stephanie Holbrook, Chelsey Holland

With a quorum present, Board Chair Varian called the meeting to order at 5:02 PM and proceeded through the Agenda.

I. APPROVAL OF AGENDA

Waldsmith motioned to accept Agenda as presented. Floyd seconded motion, all in favor, motion carried.

II. REVIEW OF MINUTES – Board BAP Meeting, May 14, 2019

Waldsmith motioned to accept the minutes of May 14, 2019 as presented. Walker seconded the motion, all in favor, motion carried.

III. COMMITTEE REPORTS

A. *PEAC, April 23, 2019* – Mees presented for PEAC committee. The committee was presented with information regarding the Collective Impact Grant worked on by Logwood and Sorensen. The committee also briefly discussed the local service providers and received an update on the Stepping Up Initiative. The committee discussed changes being made to the Mini-Grant process, offering it semi-annually.

B. *Finance, April 30, 2019* – Waldsmith presented for Finance committee. The committee reviewed the Board's financial statements, line transfers, the Board reserve policy and the SFY20 Budget. They also reviewed the financials of Consolidated Care, Residential Administrators and Recovery Zone.

1. *Board Financial Statement – through March 2019*

Waldsmith motioned on behalf of the Finance committee to accept the MHDAS Board Financial Statements through March 2019. Fairfield seconded the motion, all in favor, motion carried.

2. *Line Transfers* – Waldsmith reviewed the line transfers with Board members.

Waldsmith motioned on behalf of the Finance committee to accept the Line Transfers as presented. Vogel seconded the motion, all in favor, motion carried.

3. *Board Reserve Policy* – Director Nicholl asked the committee to consider a recommendation to the Board to change the current policy of requiring 2.2 months of operating reserves to 3 months.

Waldsmith motioned on behalf of the Finance committee to amend the policy from 2.2 months of operating reserves to 3 months. Harvey seconded the motion, all in favor, motion carried.

- II. *RE-APPOINTMENT OF BOARD MEMBERS* – Reuben Mees, Mary Walker and Steve Terrill were re-appointed as board members, sworn in by Notary Public, Stepheni Holbrook.

Stetler motioned to approve the re-appointment of Mees, Walker and Terrill. Fairfield seconded the motion, all in favor, motion carried.

III. *BOARD BUSINESS*

- A. *Levy* – Nicholl reviewed the failed levy of May 7, 2019. Levy passed in Logan County and failed in Champaign County. Nicholl expressed her desire to pass and secure the funds produced by the main operating levy in 2020 before pursuing the additional levy again. She also shared the estimated cost for both counties is approximately \$15,000 each and that those fees to run the levy will be taken directly from the next distribution of levy funds.

- B. *Approval of SFY20 Board Budget* – Nicholl explained recommendation that the Board approve a motion to this budget including intensions to evaluate TCN’s spending mid-year in SFY20 and to increase prevention funding by approximately 3% of the budget at that time. Then increase prevention again at the start of the SFY2021 budget to get to the desired 15% of the overall budget. Campbell reviewed the balanced budget prepared for SFY20.

Haver motioned to accept the SFY20 Budget as presented. Stetler seconded the motion, all in favor, motion carried.

- C. *CCI SFY19 Shortfall* – TCN informed Nicholl that CCI will be falling short of being able to pay the final three payroll cycles. The MCOs (Managed Care Organizations) that provided CCI with an advance at the beginning of Medicaid Redesign will need to be reimbursed before the CCI/TCN acquisition is finalized. Recommendation from Campbell and Nicholl are that the Board authorize releasing the remaining \$387,478 of the CCI contract and allowing Nicholl to have the ability to allow up to a designated amount to approve, beyond the contract with CCI.

Haver motioned to release the balance of the CCI contract, \$387,478, and allow the Executive Director and Finance committee chairperson to approve any additional amount up to \$150,000. Mees seconded the motion, all in favor, motion carried.

- D. *Approval of Provider Agency Contracts*

a. *TCN*

Waldsmith motioned for MHDAS Board Executive Director to negotiate a contract with TCN Behavioral Health for adult and children mental health, drug and alcohol services July 1, 2019 to June 30, 2020 as specified through the Budget Application Packet submitted. Total contract not to exceed

\$1,8000,000.00. Contingent upon MHDAS Board receiving sufficient funding. Vogel seconded the motion, all in favor, motion carried.

b. *Residential Administrators, Inc*
Mees motioned for MHDAS Board Executive Director to negotiate a contract with Residential Administrators, Inc. for Board owned property management and residential services July 1, 2019 to June 30, 2020 as specified through the Budget Application Packet submitted. Total contract not to exceed \$376,047.00. Contingent upon MHDAS Board receiving sufficient funding. Stetler seconded the motion, all in favor, motion carried.

c. *Recovery Zone, Inc*
Haver motioned for MHDAS Board Executive Director to negotiate a contract with Recovery Zone for administration and recovery supportive services July 1, 2019 to June 30, 2020 as specified through the Budget Application Packet submitted. Total contract not to exceed \$200,000.00. Contingent upon MHDAS Board receiving sufficient funding. Mees seconded the motion, all in favor, motion carried.

d. *Community Service Contracts*
Harvey motioned for MHDAS Board Executive Director to negotiate a contract with the following Community Service Partners for purposes listed from July 1, 2019 to June 30, 2020 as specified in attachment. Total Community Service Partner contracts not to exceed \$213,000.00. Contingent upon MHDAS Board receiving sufficient funding. Terrill seconded the motion, all in favor, motion carried.

E. *Approval of SFY2020 Meeting Calendar* – Nicholl explained that with the amount of business for the board to review she has added a meeting in April 2020. Varian reminded members that this could still possibly change with the possibility of removing the May BAP meeting. He would like to meet with the Executive Committee to review the BAP process and look for ways to simplify it in the next few months.

Waldsmith motioned to approve the SFY20 Meeting Calendar as presented. Floyd seconded the motion, all in favor, motion carried.

F. *Board Office Operations* – Steiner explained the purpose and need for the network upgrade and presented the two options along with quotes to Board members. She recommends moving to the Cloud Based Network. Next, she discussed that the Board is nearing the end of the copier repair/maintenance agreement with ComDoc and that a replacement copier is being sought. She had several companies place bids on what equipment and monthly costs they could provide. Based on cost comparisons and equipment capabilities, Steiner recommended that the Board consider the bid from Business Equipment Company.

a. *Network Solution/Upgrade*
Terrill motioned to replace the current server with the quote from NetGain for Cloud Based Services. Vogel seconded the motion, Mees abstained, motion carried.

b. *Copier Replacement/Upgrade*
Mees motioned to approve the bid from Business Equipment Company to replace the current copier. Floyd seconded the motion, all in favor, motion carried.

- c. *Roof/interior wall repair* – Nicholl reminded Board members that the building at 1521 N Detroit St, West Liberty is scheduled for roofing repairs, scheduling has been delayed to due poor weather conditions. Once the roofing repair has been made, then the Board can begin the internal wall repairs.
- d. *Parking Lot Sealing* – Nicholl informed Board members that the driveway/parking lot is needed to be sealed this year.

VI. EXECUTIVE DIRECTOR'S REPORT

- A. *Out of State Travel/Training* – Nicholl explained that with one of the prevention grants there are several required conferences occurring over the summer. There will be no cost to the Board. Board staff and other several other coalition members will need to travel out of state to Texas and to Chicago.

Waldsmith motioned to approve the out of state travel. Haver seconded the motion, all in favor, motion carried.

VII. FYI

- A. *OACBHA Handouts*
- B. *Media Handouts*

VIII. AUDIENCE COMMENTS

IX. ADJOURNMENT

There being no further business to discuss Varian adjourned the meeting at 7:05 PM.

Minutes submitted by: Jessica Rhoades

Grant Varian, Chair

Upcoming Meetings:

*PEAC Committee
Finance Committee
Board Meeting*

*Tues. August 20 @ 4:30 PM
Tues. August 27 @ 5:00 PM
Tues. September 10 @ 5:00 PM*