

BOARD MEETING MINUTES

Tuesday, March 20, 2018 - 6:00 p.m.

OATH OF OFFICE –JACQUETTA STEPHEN

Board Member William E. Frank, Jr. administered the Oath of Office to new Board Member, Jacquetta Stephen. Ms. Stephen is appointed by the Ohio Department of Mental Health and Addiction Services. Ms. Stephen was welcomed to the Board. The Board Members introduced themselves.

Roll Call Board Attendance

Tom Foster	- absent	William E. Frank, Jr.	- present
Paula Ginther	- absent	Jeanette Hissom	- present
Anita Kelly	- absent	James Leos	- present
Marsha McCort	- present	Mary Potter	- present
Randy Proctor	- present	Deborah Ruffner	- present
Richard Schenk	- present	Bonnie Thomas	- present

Board Staff Present: Jayn A. Devney, Erin Krusec, Wendy McKivitz, Judi Hanse

Others Present: None

The meeting was called to order by Board Chairperson Debbie Ruffner. She informed that a quorum was established, notice of the meeting was appropriately published and the meetings are being taped.

The meeting agenda was reviewed by Board Members. **IT WAS MOVED BY RICHARD SCHENK TO APPROVE THE MEETING AGENDA. MOTION WAS SECONDED BY JAMES LEOS AND CARRIED UNANIMOUSLY.** (copy attached)

Board Members received copies of the February 20, 2018, minutes in the mail or by e-mail. Board Member Marsha McCort questioned the motion in the minutes of February 20, 2018, regarding the adjournment. After discussion, **IT WAS MOVED BY MARSHA McCORT TO APPROVE THE FEBRUARY 20, 2018, MEETING MINUTES AS AMENDED. MOTION WAS SECONDED BY BONNIE THOMAS AND CARRIED UNANIMOUSLY.** (copy attached)

FINANCE

a. PRESENTATION OF BILLS

Bills for the Board system for the month of March were presented totaling \$131,648.14. Ms. McKivitz reviewed the bills for March and noted any new or unusual charges this month. Ms. McKivitz commented there is a Then & Now Certificate for the month of March for two invoices dated prior to purchase order dates. **IT WAS MOVED BY MARSHA McCORT TO ACCEPT PAYMENT OF ALL MARCH BILLS TOTALING \$131,648.14 AND THE THEN AND NOW CERTIFICATE. MOTION WAS SECONDED BY RICHARD SCHENK AND CARRIED UNANIMOUSLY.** (copy attached)

**MENTAL HEALTH and RECOVERY BOARD
OF BELMONT, HARRISON, and MONROE COUNTIES**

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b. FINANCIAL REPORTS

Ms. McKivitz presented the “Budget vs Actual Expenditures for Fiscal Year 2018”, covering the Board expenses through January. The operating budget target is 67% and the expenses are under at 61.2%. (copy attached)

Ms. McKivitz then reviewed the FY2018 “Agency Expenditure Report” for Contract Agencies’ Non-Medicaid, Grants and Other Expenditures noting that the targets are based on actual provider billing through February for current month expenditures. Providers are under target for the year. (copy attached)

MANAGEMENT (QUALITY) REPORTS

a. HOSPITAL UTILIZATION REPORT

Mrs. Krusec pointed out the two graphs for the Hospital Bed Days for January and February. She reminded members that ABH had taken 8 beds offline for 12 weeks on January 23, 2018. In regards to the 8 beds offline that serve that region of the hospital, any civil admissions or jail admissions will continue to be sent to Heartland Psychiatric Hospital. (copy attached)

b. ACCESS REPORTS

Mrs. Krusec presented the Access Reports. Mrs. Krusec explained that all agencies are now reporting their required information through February; however, Tri-County has yet to submit their data for the month. She explained that the total number of intakes for the month are listed in a table to the left; the wait time for the initial appointment is in (blue) and the wait time between the initial appointment to the second appointment is in (gray). (copies attached)

c. COMPENSATORY TIME REPORT

Ms. Hanse presented compensatory time report. She explained that the report is for (2) two pay periods February 17, 2018 through March 16, 2018.

DIRECTOR’S REPORT

a. WRITTEN REPORT

Ms. Devney asked if there were any questions from the written Director’s Report. There were no questions or comments.

b. WEEK OF APPRECIATION - Ms. Devney explained that the Ohio Association of County Behavioral Health Authorities (OACBHA) is promoting the concept of a “Week of Appreciation” taking place during the week of April 9-13 to shine some light on the tremendous amount of work going on in communities throughout Ohio to address the opioid epidemic and to show appreciation for all frontline workers including law enforcement, emergency responders, emergency room staff, and treatment staff. One of the suggested activities is passage of the attached resolution which will

be mailed to all EMS departments, all law enforcement departments, hospital emergency rooms, and treatment providers. It will also be used as a news release to all area papers and may be part of newspaper advertising in all area papers. The efforts will be funded through board operations budget and \$200 grant received from CareSource via OACBHA. **IT WAS MOVED BY BONNIE THOMAS TO ADOPT THE RESOLUTION ENTITLED "BRINGING HELP AND BRINGING HOPE" TO RECOGNIZE THE SUPREME EFFORTS OF EVERYONE FIGHTING THE OPIOID EPEDEMIC AND ITS EFFECTS ON OUR COMMUNITY. MOTION WAS SECONDED BY WILLIAM E. FRANK, JR. AND CARRIED UNANIMOUSLY.**

- c. **BOARD TRAINING** – Ms. Devney explained that it is time for our Annual Board Training. She suggested some topics to be discussed.
- John Aller, Executive Director of Stark County Mental Health and Recovery Services Board could speak about the current BH Re-Design and Smart Care;
 - The Provider Agencies could do a presentation regarding their services they provide;
 - Ms. Christina Shaynak-Diaz, Board Attorney could do a presentation in regards to the role and responsibility of a MHR Board Member.

It was agreed that everyone would like to hear from the Provider Agencies to hear exactly what services are provided. Ms. Devney will seek approval from the Ohio Department of Mental Health and Addiction Services for this training.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

PUBLIC COMMENT

There was none.

As there was nothing further to come before the Board, **IT WAS MOVED BY RICHARD SCHENK TO ADJOURN THE MEETING. MOTION WAS SECONDED BY MARSHA McCORT AND CARRIED UNANIMOUSLY.**
