

BOARD MEETING MINUTES

Tuesday, August 15, 2017 - 6:00 p.m.

Roll Call Board Attendance

Tom Foster	- present	William E. Frank, Jr.	- present
Paula Ginther	- present	Marsha McCort	- present
Randy Proctor	- present	Deborah Ruffner	- present
Richard Schenk	- absent	Bonnie Thomas	
- present			
Thomas Zani	- present	Karen Zonker	- absent

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

Others Present: There were 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 MARSHA McCORT TO APPROVE THE MEETING AGENDA. MOTION WAS SECONDED BY THOMAS ZANI AND CARRIED UNANIMOUSLY.** (copy attached)

Board Members received copies of the July 18, 2017, minutes in the mail or by e-mail. **IT WAS MOVED BY MARSHA McCORT TO APPROVE THE JULY 18, 2017 MEETING MINUTES. MOTION WAS SECONDED BY PAULA GINTHER AND CARRIED UNANIMOUSLY.** (copy attached)

FINANCE

a. PRESENTATION OF BILLS

Bills for the Board system for the month of August were presented totaling \$152,801.02. Ms. McKivitz reviewed the bills for August and noted any new or unusual charges this month. Ms. McKivitz commented there is no Then & Now Certificate for the month of August. **IT WAS MOVED BY PAULA GINTHER TO ACCEPT PAYMENT OF ALL AUGUST BILLS TOTALING \$152,801.02. MOTION WAS SECONDED BY TOM ZANI AND CARRIED UNANIMOUSLY.** (copy attached)

**b. FINANCIAL REPORTS**

Ms. McKivitz presented the “Budget vs Actual Expenditures for Fiscal Year 2017”, covering the Board expenses recorded in FY2017 and expended through August. The operating budget target is 100% and the expenses are under at 97.8%. She commented that the report is not final yet, as there are expenses yet to come in and it should be final in September. She reported a few individual line items are over budget including those annual expenses already discussed at previous meetings. Ms. McKivitz also presented the “Budget vs Actual Expenditures for Fiscal Year 2018”, covering the Board expenses through July. The operating budget target is 8% and the expenses are under at 5%. She reported that the Dues line item over slightly because of a one time payment to OACBHA for the Board’s annual dues. (copy attached)

Ms. McKivitz then reviewed the FY2017 “Agency Expenditure Report” for Contract Agencies’ Non- Medicaid, Grants and Other Expenditures noting that the targets are based on actual provider billing through June for current month expenditures. This report is not final for FY2017. Ms. McKivitz commented that Tri-County Help Center expenses remain lower than budgeted and the agency and the board staff have discussed the contract expenditures. Ms. McKivitz commented that the Jail Services and Medically Assisted Treatment (MAT) at Southeast. Inc. is reporting low expenditures. (copy attached)

Ms. McKivitz presented the 2018 cost allocation charge from the Belmont County Commissioners based on central support for \$13,760. Our Board has declined payment in the past. Following discussion focusing on our primary mission of service delivery, **IT WAS MOVED BY MARSHA McCORT THAT THE BOARD DECLINE PAYMENT OF THE 2018 COST ALLOCATION TO THE BELMONT COUNTY COMMISSIONERS. MOTION WAS SECONDED BY RANDY PROCTOR AND CARRIED UNANIMOUSLY.**

**MANAGEMENT (QUALITY) REPORTS**

**a. HOSPITAL UTILIZATION REPORT**

Ms. Devney reported again that Appalachian Behavioral Health Care is still in the process of transitioning to a new electronic health records system and they are still experiencing difficulties; therefore, no reports have been completed for May and June. Although, a report is available for July, 2017 which is 6.2, slightly over our 5.86 average.

**b. ACCESS REPORTS**

Ms. Devney presented the Access Reports. Ms. Devney explained that all agencies are now reporting their required information through July. She explained that the total number of intakes for the month are listed in a table to the left; the wait time for the 1<sup>st</sup> initial appointment is in (blue) and the wait time between the 1<sup>st</sup> appointment to the 2<sup>nd</sup> appointment is in (gray). (copies attached)

**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. FY 2018/19 State Budget** - Ms. Devney commented that as reported previously that although state revenues are lagging behind projections and there are cuts throughout the budget, OhioMHAS saw a 2% increase in GRF funding in both 2018 and 2019, as well as a 30% increase in non-GRF funding in FY 2018. These increases are almost entirely directed to addressing the growing behavioral health needs driven by the opiate crisis.

The roughly \$180 million in new funding for the opiate crisis is spread over multiple state agencies in addition to OhioMHAS, including Job and Family Services; Rehabilitation and Correction; Public Safety; Attorney General’s Office; and, State Board of Pharmacy. About \$75 million was appropriated to OhioMHAS over the biennium.

Additional funds available to the BHM Board are:

- \$75,000 per county for addiction services (prevention and treatment)
- \$15,000 per board to contract for evidence based prevention
- Funds passed through the Board to the fund psychotropic medication in county jails
- Access to regional substance abuse stabilization center
- Access to regional mental health crisis stabilization center
- Access to \$21 million statewide in recovery housing capital funds

**c. Stakeholders Meeting** - Ms. Devney reported that she has scheduled Stakeholder Meetings to be held in the three county area:

Monroe County - August 17, 2017 @ 7:00 p.m. Woodsfield Public Library

Harrison County - August 25, 2017 @ 12:00 p.m. Puskarich Library

Belmont County - not scheduled yet

This meeting is to discuss and prioritize the \$75,000 allotted for each county for addiction services (prevention and treatment).

**PERSONNEL & BOARD MEMBERSHIP COMMITTEE**

**IT WAS MOVED BY MARSHA McCORT TO ENTER INTO EXECUTIVE SESSION UNDER ORC.121 IN ORDER TO DISCUSS PERSONNEL. MOTION WAS SECONDED BY RANDY PROCTOR AND CARRIED UNANIMOUSLY WITH THE FOLLOWING ROLL CALL VOTE. THE BOARD ENTERED THE EXECUTIVE SESSION AT 6:40 P.M.**

Tom Foster	- yes	William E. Frank, Jr.	- yes
Paula Ginther	- yes	Marsha McCort	- yes
Randy Proctor	- yes	Deborah Ruffner	- yes
Bonnie Thomas	- yes	Thomas Zani	- yes

**AT THE CONCLUSION OF THE EXECUTIVE SESSION, IT WAS MOVED BY WILLIAM E. FRANK, JR. TO EXIT THE EXECUTIVE SESSION. MOTION WAS SECONDED BY MARSHA McCORT AND CARRIED UNANIMOUSLY WITH THE FOLLOWING ROLL CALL VOTE. THE BOARD EXITED THE EXECUTIVE SESSION AT 7:42 P.M.**

Tom Foster	- yes	William E. Frank, Jr.	- yes	
Paula Ginther	- yes	Marsha McCort	- yes	
Randy Proctor	- yes	Deborah Ruffner	- yes	
Bonnie Thomas	- yes	Thomas Zani	- yes	

**IT WAS MOVED BY WILLIAM E. FRANK, JR. TO RECOMMEND THAT THE ISSUE OF THE RAISE AND COMPENSATION FOR THE EXECUTIVE DIRECTOR BE GIVEN THE RAISE AS PROVIDED BY THE STEP STRUCTURE IN FULL RETROACTIVE TO THE EXECUTIVE DIRECTOR'S ANNIVERSARY DATE OF JANUARY 1, 2017. THE PERSONNEL AND BOARD MEMBERSHIP COMMITTEE ALSO RECOMMEND A STUDY OF THE BYLAWS WITH POTENTIAL MODIFICATION REGARDING ISSUES OF EVALUATION, COMPENSATION, AND ANY CHANGES IN STAFF STATUS (HIRING, TRANSITION AND SEPARATION) THAT IS GOING TO BE THE SUBJECT OF STUDY AND POTENTIAL RECOMMENDATION, WITH ONE MORE UNDERSTANDING THAT FROM NOW UNTIL SUCH TIME AS THAT REVIEW IS COMPLETED AND THE FULL BOARD ACTION COULD BE COMPLETED, THAT ANY STAFF ACTION THAT WOULD BE TAKEN REGARDING SEPARATION FROM SERVICE OR HIRING WOULD BE SUBJECT TO THE BOARD'S REVIEW. MOTION WAS SECONDED BY TOM ZANI AND CARRIED UNANIMOUSLY.**

Tom Foster	- yes	William E. Frank, Jr.	- yes	
Paula Ginther	- yes	Marsha McCort	- no	
Randy Proctor	- no	Deborah Ruffner	- no	
Bonnie Thomas	- abstain	Thomas Zani	- yes	

**OLD BUSINESS**

**BOARD MEMBER REMOVAL** - Ms. Devney reported that the Harrison County Commissioners have removed Margene Angelozzi as a Harrison County Commissioner appointment to the Mental Health and Recovery Board effective July 26, 2017.

**SEPTEMBER BOARD MEETING** - Ms. Hanse reminded the Board that the meeting in September will be held at the Harrison Community Hospital in Cadiz. She requested that the members clock their mileage from their home residence to the Harrison Community Hospital.

**NEW BUSINESS**

There was none.

**PUBLIC COMMENT**

There was none.

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

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Debbie Ruffner, Chairperson

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Randy Proctor, Vice-Chairperson