

BOARD MEETING MINUTES

Tuesday, September 19, 2017 - 6:00 p.m.

Location: Harrison Community Hospital - Café, 951 East Market Street, Cadiz, OH 43907

OATH OF OFFICE - ANITA KELLY - MARY POTTER

Board Member Thomas Zani administered the Oath of Office to new Board Members, Anita Kelly and Mary Potter. Ms. Kelly and Ms. Potter are both appointed by OhioMHAS. Ms. Kelly and Ms. Potter were welcomed to the Board. The Board Members introduced themselves.

Roll Call Board Attendance

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

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

Others Present: There were none.

The meeting was called to order by Board Chairperson Debbie Ruffner. She stated 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 RICHARD SCHENK AND CARRIED UNANIMOUSLY.** (copy attached)

Board Members received copies of the August 15, 2017, minutes in the mail or by e-mail. **IT WAS MOVED BY PAULA GINTER TO APPROVE THE AUGUST 15, 2017 MEETING MINUTES. MOTION WAS SECONDED BY TOM FOSTER AND CARRIED UNANIMOUSLY.** (copy attached)

FINANCE

a. PRESENTATION OF BILLS

Bills for the Board system for the month of September were presented totaling \$72,934.89. Ms. McKivitz reviewed the bills for September and noted any new or unusual charges this month. Ms. McKivitz commented there is no Then & Now Certificate for the month of September. **IT WAS MOVED BY PAULA GINTER TO ACCEPT PAYMENT OF ALL AUGUST BILLS TOTALING \$72,934.89. MOTION WAS SECONDED BY KAREN ZONKER 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 June. The operating budget target is 100% and the expenses are under at 98.1%. She commented that the report is final. She reported individual line expenses have already been discussed at previous meetings. Ms. McKivitz also presented the “Budget vs Actual Expenditures for Fiscal Year 2018”, covering the Board expenses through August. The operating budget target is 16.6% and the expenses are under at 11.7%. She reported that the Dues line item includes a one-time payment to OACBHA for the Board’s annual dues and special assessment. (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 with the provider agency. Ms. McKivitz commented that the Jail Services and Medically Assisted Treatment (MAT) at Southeast. Inc. are reporting low expenditures. (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 July for current month expenditures. (copy attached)

MANAGEMENT (QUALITY) REPORTS

a. HOSPITAL UTILIZATION REPORT

Mrs. Krusec 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, and September.

b. ACCESS REPORTS

Mrs. Krusec presented the Access Reports. Mrs. Krusec explained that all agencies are now reporting their required information through August. She explained that the total number of intakes for the month are listed in a table to the left; the wait time for the 1st initial appointment is in (blue) and the wait time between the 1st appointment to the 2nd 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.

- **County Stakeholder Meetings:** Ms. Devney reported that in August and September stakeholder meetings were held in all three counties. Local input on services and supports for residents experiencing addiction or co-occurring disorders was garnered. The meetings focused on identifying areas of insufficient service levels or gaps in the service array as well as outlining the services that are available or accessible to the residents in each of the three counties.

Participants in each county identified slightly different needs. Monroe County participants identified the need for more office hours for counseling, transportation, and in-county detox services. Harrison County identifies services for children of addicted parents, access to additional detox services, and harm reduction strategies as needed. Belmont County participants desire transportation, prevention, and immediate service access for persons in need. A common theme in each county was participants' general lack of awareness both mental health and addiction services already available. Staff will be discussing with providers how to remedy this.

Information from those meetings will be combined with staff identified needs to allocate the additional \$75,000 available per county.

- **Regional Substance Use Stabilization Planning:** Ms. Devney reported that included within the state budget was \$6 million to fund regional acute substance use stabilization centers—associated with the 6 state hospital regions. The boards associated with Athens Behavioral Hospital elected to divide the \$1 million allocation between three proposals (if approved by OhioMHAS) that will provide a total of 34 additional ASAM 3.7 level withdrawal management beds to the area. The providers submitting applications through their respective boards are in Portsmouth (Scioto County), New Lexington (Perry County) and Marietta (Washington County). These beds are anticipated to come on-line by March 1, 2017. More information will be provided as it becomes available from either the state or the regional planning group.

- **CIT Training:** Ms. Devney reported that Board staff is putting final touches to its 3rd CIT (Crisis Intervention Team) Training scheduled for October 25th, 26th, and 27th at the Thoburn Church Community Room. CIT training is designed for law enforcement and other first responders as an “on-the-job-tool” to provide intervention strategies to assist those with mental illness and/or substance abuse. Presentations include such topics as “Recognizing and Reacting to Mental Illness,” Risk Assessment of Individuals with Mental Illness,” “Substance Use and Behaviors,” and “Crisis Intervention and De-escalation Techniques.” Again, this year Lt. Mike Woody (retired) often called the Father of CIT in Ohio will be leading some of the training.
- **Handouts:** Ms. Devney discussed an Ohio Medicaid - 2017 Managed Care Plans Report Card with the Board. This report card shows how Ohio Medicaid’s managed care plans compare to one another in key performance areas.
- Ms. Devney also presented a brief power point regarding Medicaid - State and National and its local system impact.

b. **BOARD APPOINTMENTS**

Jeanette Hissom - Belmont County Appointment - Ms. Devney commented that she had the opportunity to meet with Ms. Jeannette Hissom, a resident of Barnesville. Ms. Hissom responded to outreach after her name was passed on by Marsha McCort. Ms. Hissom would fill the vacant appointment of Roger Deal whose term would end June 30, 2019.

James (Jimmy) Leos—Belmont County Appointment - Ms. Devney also met with James (Jimmy) Leos. He is a lifelong resident of the area, currently living in Bridgeport. Mr. Leos would fill the vacant appointment of John Shaver who termed out on June 30, 2017. The term of appointment would be for the term that began July 1, 2017 and ends on June 30, 2021.

Jerry Nichols—Ohio Department of Mental Health Appointment—Family Member - Mr. Nichols is a resident of Monroe County and the father of two adult children who have struggled with mental health concerns. He is applying after seeing the news

release regarding Board openings. Mr. Nichols would fill the vacant appointment last held by Robert Kester whose term would end June 30, 2020.

IT WAS MOVED BY MARSHA McCORT THAT MS. JEANETTE HISSOM AND MR. JAMES LEOS BE RECOMMENDED FOR APPOINTMENT TO THE BELMONT COUNTY COMMISSIONERS AND MR. JERRY NICHOLS, BE RECOMMENDED FOR APPOINTMENT TO THE OHIO DEPARTMENT OF MENTAL HEALTH AND ADDICTIONS SERVICES. MOTION WAS SECONDED BY PAULA GINTHER AND CARRIED UNANIMOUSLY.

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c. MISCELLANEOUS INFORMATION

There was none.

OLD BUSINESS

There was none.

NEW BUSINESS

Board Member Thomas Zani explained that since the last Board Meeting the Personnel and Board Membership Committee has held multiple committee meetings addressing some issues and asks how the Board wants to proceed on having a discussion about those policy and procedure revisions discussed in committee. **IT WAS MOVED BY MARSHA McCORT TO ENTER INTO EXECUTIVE SESSION TO EXPLAIN TO THE REST OF THE BOARD MEMBERS WHERE THE COMMITTEE IS AT WITH THE PROCESSES RESOLVED EARLIER. MOTION WAS SECONDED BY PAULA GINTHER AND CARRIED UNANIMOUSLY WITH THE FOLLOWING ROLL CALL VOTE. THE BOARD ENTERED THE EXECUTIVE SESSION AT 6:45 P.M.**

Tom Foster	- yes	Paula Ginther	- yes
Anita Kelly	- yes	Marsha McCort	- yes
Mary Potter	- yes	Randy Proctor	- yes
Deborah Ruffner	- yes	Richard Schenk	- yes
Bonnie Thomas	- yes	Thomas Zani	- yes
Karen Zonker	- yes		

AT THE CONCLUSION OF THE EXECUTIVE SESSION, IT WAS MOVED BY MARSHA McCORT TO EXIT THE EXECUTIVE SESSION. MOTION WAS SECONDED BY BONNIE THOMAS AND CARRIED UNANIMOUSLY WITH THE FOLLOWING ROLL CALL VOTE. THE BOARD EXITED THE EXECUTIVE SESSION AT 7:35 P.M.

Tom Foster	(left during Exec. Session)	Paula Ginther	- yes
Anita Kelly	- yes	Marsha McCort	- yes
Mary Potter	- yes	Randy Proctor	- yes
Deborah Ruffner	- yes	Richard Schenk	- yes

Bonnie Thomas - yes Thomas Zani - yes
 Karen Zonker - yes

THOMAS ZANI REPORTED THAT UPON THE REVIEW IN THE EXECUTIVE SESSION THE PERSONNEL AND BOARD MEMBERSHIP COMMITTEE HAS MET TWICE REGARDING CHANGES TO THE POLICIES AND PROCEDURES. CHANGES DRAFTED BY THAT COMMITTEE WERE REVIEWED IN EXECUTIVE SESSION, AND I AM NOW MOTIONING THAT THE POLICY AND PROCEDURE CHANGES THAT WERE REVIEWED AND

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CREATED BY THE COMMITTEE, INCLUDING AN APPENDIX THAT WILL BECOME PART OF THE POLICY ON THE BOARD DIRECTOR EVALUATION FORM TO BE USED IN THE FUTURE, BE APPROVED BY THE BOARD AT THIS TIME. MOTION WAS SECONDED BY MARSHA McCORT AND CARRIED UNANIMOUSLY WITH THE FOLLOWING ROLL CALL VOTE. (policies attached)

Tom Foster (left during Exec. Session)	Paula Ginther - yes
Anita Kelly - abstain	Marsha McCort - yes
Mary Potter - abstain	Randy Proctor - yes
Deborah Ruffner - yes	Richard Schenk - yes
Bonnie Thomas - yes	Thomas Zani - yes
Karen Zonker - yes	

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 RICHARD SCHENK AND CARRIED UNANIMOUSLY.**

Debbie Ruffner, Chairperson

Randy Proctor, Vice-Chairperson