

BOARD MEETING MINUTES

Tuesday, May 15, 2018 - 6:00 p.m.

**OATH OF OFFICE**

Board Member William E. Frank, Jr. administered the Oath of Office to new Board Members, John Carr and Debra Yeater. Mr. Carr is appointed by the Harrison County Commissioners and Ms. Yeater is appointed by the Belmont County Commissioners. Mr. Carr and Ms. Yeater were welcomed to the Board.

Roll Call Board Attendance

John Carr	- present	Tom Foster	- present
William E. Frank, Jr.	- present	Jeanette Hissom	- present
Anita Kelly	- absent	James Leos	- present
Mary Potter	- present	Richard Schenk	-
present			
Jacquetta Stephen	- present	Bonnie Thomas	-
present			
Debra Yeater	- present		

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

Others Present: None

The meeting was called to order by Board Chair Pro-tem Mary Potter. 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 WILLIAM E. FRANK, JR. AND CARRIED UNANIMOUSLY.** (copy attached)

Board Members received copies of the April 17, 2018, minutes in the mail or by e-mail. **IT WAS MOVED BY DEBRA YEATER TO APPROVE THE APRIL 17, 2018, MEETING MINUTES. MOTION WAS SECONDED BY JAMES LEOS AND CARRIED UNANIMOUSLY.** (copy attached)

**FINANCE**

**a. SUPPORT FOR RECOVERY CONFERENCE**

Ms. Devney reported that the Ohio Association of County Behavioral Health Authorities, in partnership with the Ohio Department of Mental Health and Addiction Services, will be hosting its third statewide recovery conference. The Association's event is to offer education to individuals in recovery and family members from throughout Ohio.

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Ohio's 2017 Recovery Conferences offer education and information on such topics as advocacy; empowerment; job skills development and employment readiness; peer supports and services; community involvement; cultural competency; self-care; wellness; and more. It is one of the best conferences available to persons in recovery and to professionals to celebrate recovery from mental health and addiction and to learn something new about sustaining and revitalizing someone's own recovery.

The Mental Health and Recovery Board continues to look for ways to encourage individual's recovery and growth, and to promote activities that engage them as partners in system change. This conference can be one vehicle to do so.

The MHR Board staff recommends that the Board make a voluntary contribution to the 2018 conference in the amount of \$1500 as a sponsorship to the event. In return for sponsorship, our Board will receive ten conference slots for individuals in recovery and/or their family members from our three-county area to attend. The Ohio Department of Mental Health is offering travel stipends to cover hotel and meals. **IT WAS MOVED BY JACQUETTA STEPHEN TO PROVIDE \$1500 AS A SPONSOR BOARD TO THE OHIO ASSOCIATION OF COUNTY BEHAVIORAL HEALTH AUTHORITIES' 2018 RECOVERY CONFERENCE. MOTION WAS SECONDED BY JOHN CARR AND CARRIED UNANIMOUSLY.**

**b. PRESENTATION OF BILLS**

Bills for the Board system for May were presented totaling \$180,380.48. Ms. McKivitz reviewed the bills for May and noted any new or unusual charges this month. Ms. McKivitz commented there is no Then & Now Certificate for the month of May for invoices dated prior to purchase order dates. **IT WAS MOVED BY RICHARD SCHENK TO ACCEPT PAYMENT OF ALL MAY BILLS TOTALING \$180,380.48. MOTION WAS SECONDED BY TOM FOSTER AND CARRIED UNANIMOUSLY.** (copy attached)

**c. FINANCIAL REPORTS**

Ms. McKivitz presented the "Budget vs Actual Expenditures for Fiscal Year 2018", covering the Board expenses through April. The operating budget target is 83% and the expenses are under at 75.5%. (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 March for current month expenditures. In the

past several months we have discussed the billing situation, so far there is no change. Southeast is at 40.5% and the target is 75%. They did not submit claims this month as they are experiencing internal billing issues. Ms. McKivitz has been in contact with Southeast and Partner Solutions to discuss billing. Tri-County Help Center is at 39.5% and their target is 75%. They continue to work with their software provider to be able to bill claims. She is in contact with staff each week for updates. (copy attached)

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**d. STATE AUDIT - WAIVER OF PRESENTATION**

Ms. McKivitz presented an update on the Board’s calendar year 2017 audit. There were no findings, no instances of questioned costs and no management letter was issued. The State Audit office has asked if the Board would like to waive the post audit presentation based on the clean audit or have it presented. Following discussion, **IT WAS MOVED BY TOM FOSTER TO WAIVE THE POST AUDIT PRESENTATION FOR 2017. MOTION WAS SECONDED BY JACQUETTA STEPHEN AND CARRIED UNANIMOUSLY.**

**e. CONTRACT AMENDMENT - THE VILLAGE NETWORK**

Ms. Devney explained that since FY2016 The Village Network has held the contract for the Early Childhood Mental Health funding the MHR Board receives as part of a state award to the Stark County Board to provide early childhood intervention services in child care centers across the three county area. The contract amount of \$49,082 will fall short of the amount projected for the agency to finish the contract year even though TVN is producing the expected performance measures. Staff recommends increasing the FY 2018 contract with The Village Network for the ECMH services by \$5000 to cover services delivered until the end of the contract year. **IT WAS MOVED BY DEBRA YEATER TO AMEND THE FY2018 CONTRACT BETWEEN THE MHR BOARD AND THE VILLAGE NETWORK FROM \$49,082 TO \$54,082. MOTION WAS SECONDED BY RICHARD SCHENK AND CARRIED UNANIMOUSLY.**

**f. FY2019 PROVIDER CONTRACTS**

Ms. Devney explained that each year the MHR Board staff presents service and financial spending recommendations to the Board. These recommendations include both allocation amounts for provider contracts and other payments that may be made on behalf of residents of Belmont Harrison and Monroe Counties. Recommendations are based on known and/or anticipated funding from the Ohio Department of Mental Health and Addiction Services (which includes federal funding), resources available from the Belmont County levy, and resources from the Monroe County Commissioners.

To give providers some stability and some assurance of their FY 2019 funding, we are moving recommendations for these provider contracts and/or allocations forward. There will be recommendations next month for Southeast, Tri-County Help Center, and State Operated Services (Liberty Manor and Country Garden Manor).

	Medicaid Comparable Services	Non-Medicaid Comparable Services/Supports	Total Contract
Crossroads Counseling Services below)	\$288,279	\$ 248,144	(see
Crossroads (Drug Court) 577,199		40,776	\$

The Village Network	\$ 10,000	\$ 10,000
The Village Network	\$ 50,332	\$ 50,332
Student Services	\$ 134,414	\$ 134,414

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Forensic Center	\$ 6,392
Cluster (Belmont, Harrison, Monroe)	\$ 240,000
Out of Network Providers	\$ 65,000

IT WAS MOVED BY RICHARD SCHENK TO APPROVE CONTRACTS AND THE AMOUNTS TO THE FOLLOWING AGENCIES: CROSSROADS COUNSELING; CONTRACT AMOUNT INCLUDING BELMONT COUNTY DRUG COURT (\$577,199); THE VILLAGE NETWORK, CONTRACT AMOUNT (\$10,000) AND (\$50,332); AND, STUDENT SERVICES, CONTRACT AMOUNT (\$134,414). MOTION WAS SECONDED BY JAMES LEOS AND CARRIED UNANIMOUSLY.

IT WAS MOVED BY TOM FOSTER TO ALLOCATE \$240,000 FOR BOARD SHARE OF BELMONT, HARRISON, AND MONROE CLUSTER PAYMENTS; \$6,392 FOR FORENSIC SERVICES; AND, \$65,000 TO OUT OF NETWORK PROVIDERS FOR A RESIDENT OF BELMONT, HARRISON, OR MONROE COUNTIES. MOTION WAS SECONDED BY JACQUETTA STEPHEN AND CARRIED UNANIMOUSLY.

**g. UPDATE ON PROVIDER AUDITS**

Ms. McKivitz provided an update for the audits completed by Zeno, Pockl, Lily and Copeland, A.C. for Crossroads Counseling and Tri-County Help Center. The audits are usually presented to the Board in February or March for the previous fiscal year ending June 30<sup>th</sup>, but there have been some delays in receiving information from the agencies. Zeno, Pockl, Lily and Copeland, A.C. will be at the June Board Meeting to present the provider audits for Crossroads Counseling and Tri-County Help Center.

**MANAGEMENT (QUALITY) REPORTS**

**a. QUALITY MEASURES**

Mrs. Krusec explained that Board staff are committed to working with the contract providers to make quality a system-wide endeavor. In trying to meet that commitment, a Quality Management Workgroup was pulled together in July 2016. The intent of the Quality Management Workgroup is to define the vision, ongoing efforts, and expectations of the Board's collaboration with the community, and its provider organizations in its ongoing assessment. Focus was given to the importance of collaboration to ensure quality measurement and improvement initiatives for a local quality system of care (financial, consumer, learning & growth, and internal process). Another impetus for the effort was to assist our system (providers) in getting ready for the integration of behavioral healthcare Medicaid with primary care under the managed care plans. There are several behavioral health quality measures that the MCPs are measured against, and it is very likely that they will contract with agencies that have demonstrated success against some of those measures.

What is attached is our first effort at reporting the system results. The potential

exists for using aggregated data to make comparisons between providers, and some may not be comfortable reconciling their personal assessment of their effectiveness with objectively measured outcome data.

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Although these measures were selected and agreed to by the group, as you can see, some of the providers have found the process of data collection and reporting difficult. We see this as a process at identifying what are structural quality measures; process quality measures; and outcome quality measures. All of which can help the Board demonstrate quality as we are required to do and help the providers meet MCP quality expectations. (see attached 3<sup>rd</sup> Quarter Reporting.)

**b. HOSPITALIZATION UTILIZATION REPORT (March & April)**

Mrs. Krusec pointed out the two graphs for the Hospital Bed Days for March and April. She reminded members that ABH had taken 8 beds offline for 12 weeks, and on April 17, 2018 the renovations were completed and admissions no longer needed diverted. (copy attached)

**c. ACCESS REPORTS (April)**

Mrs. Krusec explained that she did not receive the reports from Crossroads Counseling and Southeast, Inc. She did note Tri-County submitted their report as required. Board Member Bill

Frank expressed the importance of contracted provider agencies submitting required reports on

Access monthly. Mrs. Krusec stated she would follow up with the directors' of each agency to ensure continuity moving forward.

**d. COMPENSATORY TIME REPORT**

Ms. Hanse presented compensatory time report. She explained that the report is for (2) two pay periods April 15, 2018 through May12, 2018. She noted that everyone's balance is at 0.

**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.

- Ms. Devney referred to the Adult Care Facility Closures—Two adult care facility homes housing Belmont, Monroe, and/or Harrison County residents are closing in Zanesville. The home operator has a third home in Guernsey County that is closing but no board residents have been housed in that home. Most of the individuals placed in these group homes were not placed by Southeast and were not receiving services from the agency.

Three individuals from New Day Village in Zanesville were placed in another ACF home and one is living independently in Martins Ferry although he is not verified as a Belmont County resident. There are five Belmont county residents living at New Garden Haven. Two are being considered for another ACF home, one may live independently, one is currently incarcerated at Muskingum County Jail and SE is trying to establish residency for the fifth. He arrived at the ACF facility as homeless from Trinity Hospital in Steubenville.

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On a separate but related note, board staff have heard that Southeast is closing its ACF home Four Oaks. It is a HUD funded facility that is also licensed as an adult care facility and receiving MHR Board community residence subsidy. Staff will keep the Board updated on what transpires at these ACF homes.

- Ms. Devney stated the BH Redesign (Medicaid)—Integrating the behavioral healthcare benefit with physical healthcare under managed care companies is still scheduled for July 1, 2018. Although directors from ODM and from OhioMHAS indicate that they feel the move is on track, the Ohio Council representing providers believe that majority of their members are not prepared for the change and in a letter to members of the Joint Medicaid Oversight Committee, highlighted several concerns from Council’s members.

Some of the results from an Ohio Council survey to gather provider experiences in the implementation and readiness as they transitioned to managed care were:

- 56% of providers have less than 60 days of cash on hand.
- 59% of provider organizations reported using cash reserves since redesign started January 1<sup>st</sup>.
- 61% reported receiving less than 80% of budgeted Medicaid revenues since implementation on January 1<sup>st</sup>. Another 22% reported receiving 81% to 90% of budgeted revenues.
- Only 14% reported having started the claims testing process with MCPs.
- 17% have completed the MCP contracting and credentialing process with MCPs.

Ms. Devney noted that some of the results show agencies in same financial position as before BH Redesign.

Financial measures for area providers are: Southeast has 69 days of cash on hand; Crossroads has 80 days; Tri-County Help Center has 76. Our information indicates that Crossroads Counseling has successfully billed in both Medicaid and in SmartCare; Southeast has billed in Medicaid and in SmartCare but is requesting an extension of time to submit claims in SmartCare; and, Tri-County has submitted electronically to Medicaid but not to the Board through SmartCare. They also have asked for an extension on the time limit to submit claims.

- Ms. Devney updated the Board on the Jail Services - Monroe County - The Director’s at Crossroads and Southeast, Inc. are meeting with representatives from the Monroe County Jail to set up counseling services in the Monroe County Jail. Many of the jailed inmates are not from Monroe County, since Monroe County is “selling excess

beds to other counties. There has been some contact with a few of the Board's in the other counties who have inmates housed at the Monroe County Jail asking them if they would pay for their inmates to have services provided and they are not willing to cover the cost for the services. Board and agency staff are working on a plan for providing services in the jail and the MHR Board will be updated with further information.

**b. BOARD TRAINING - June**

Ms. Devney explained that looking over the items on the agenda for next month, with the provider audits and the remaining provider contract approval, there might not be enough time to have the Board Training that evening as well. She commented it would probably be best to have the Board Training in July.

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**c. Monroe County (July) - Harrison County (September) Board Meetings**

Ms. Devney explained that last year, we held a meeting in Harrison County and a meeting in Monroe County and the purpose of the meetings is that we do represent the three county area and it gives the surrounding communities in Monroe County and Harrison County the opportunity to attend a meeting in their local area. It was agreed by consensus that the Board pursue holding a meeting in Monroe and Harrison Counties.

**d. Ethics Training**

Ms. Devney reported that one of the standards (VIII-A.4) under our COQ certification requires ethics training for Board and staff. Below is the link for Board Members to participate in an on-line training. Please try to find the time to take the on-line course. There is a completion certificate that is produced as a result of this and a copy for Board records would be much appreciated. For anyone without a computer— you may use Board equipment if necessary. The Ohio Ethics Commission offers the course. Here is a link to the site <http://www.ethics.ohio.gov/education/elearning/ecourses.html>. She suggested if everyone could try to have this training completed prior to our June 19<sup>th</sup> Board Meeting.

**NEW BUSINESS**

**a. Nominating Committee - Slate of Officers**

Board Member William E. Frank, Jr. explained that the Personnel and Board Membership Committee met on Thursday, May 10, 2018. They have been able to contact two of the three prospective slate of officers for acceptance. He hopes to present the proposed slate of officers at the June Meeting.

Board Member Tom Foster requested the Board go in to Executive Session to discuss personnel matters. **IT WAS MOVED BY RICHARD SCHENK TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS. MOTION WAS SECONDED BY DEBRA YEATER AND CARRIED UNANIMOUSLY WITH THE FOLLOWING ROLL CALL VOTE. THE BOARD ENTERED THE EXECUTIVE SESSION AT 8:00 P.M.**

John Carr	- yes	Tom Foster	- yes
William E. Frank, Jr.	- yes	Jeanette Hissom	- yes

James Leos - yes Mary Potter - yes  
Richard Schenk - yes Jacquetta Stephen - yes  
Bonnie Thomas - yes Debra Yeater - yes

At 9:05 p.m. the Board invited the Executive Director to join them. The Board returned to open session at 9:10 p.m.

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**OLD 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 JEANETTE HISSOM AND CARRIED UNANIMOUSLY.**

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Mary Potter, Chair ProTem

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Board Member