

MENTAL HEALTH and RECOVERY BOARD
OF BELMONT, HARRISON, and MONROE COUNTIES
of APRIL 19,

2016

BOARD MEETING MINUTES
Tuesday, April 19, 2016 - 6:00 p.m.

Roll Call Board Attendance

Roger Francis	- absent	William E. Frank, Jr.	- present
Paula Ginther	- present	Jessica Hoff	- present
Robert Kester	- present	Marsha McCort	- present
Randy Proctor	- present	Deborah Ruffner	- present
John Shaver	- present	Bonnie Thomas	-
present			
Thomas Zani	- present	Karen Zonker	- present

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

Others Present: Wendy Ware, Director, Student Services

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 that board meetings are recorded.

The meeting agenda was reviewed by Board Members. **IT WAS MOVED BY JOHN SHAVER TO APPROVE THE MEETING AGENDA. MOTION WAS SECONDED BY PAULA GINTHER AND CARRIED UNANIMOUSLY.** (copy attached)

Board Members received copies of the March 15, 2016, minutes in the mail or by e-mail. **IT WAS MOVED BY PAULA GINTHER TO APPROVE THE MARCH 15, 2016 MEETING MINUTES. MOTION WAS SECONDED BY JOHN SHAVER AND CARRIED UNANIMOUSLY.** (copy attached)

FINANCE

a. PRESENTATION OF BILLS

Bills for the Board system for the month of April were presented totaling \$395,044.73. Ms. McKivitz reviewed the bills for April and noted any new or unusual charges. Providers are being paid for February services. Ms. McKivitz commented there is no Then & Now Certificate for the month of April for invoices dated prior to purchase order dates. **IT WAS MOVED BY MARSHA McCORT TO ACCEPT PAYMENT OF ALL APRIL BILLS TOTALING \$395,044.73. MOTION WAS SECONDED BY BONNIE THOMAS AND CARRIED UNANIMOUSLY.** (copy attached)

b. FINANCIAL REPORTS

Ms. McKivitz presented the "Budget vs Actual Expenditures for Fiscal Year 2016", covering expenses through March 31, 2016 for the Board. The budget target is 75% and the expenses are under budget at 66.4%. (copy attached)

Ms. McKivitz then referred to the “Agency Expenditure Report” for In-County Agencies’ Non-Medicaid Expenditures noting that the targets are based on actual provider billing through

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February. She explained that Tri-County Help Center expenditures are higher than anticipated. Staff met with Tri-County Help Center and are waiting for additional information. She also mentioned that Crossroads expenditures are lower than anticipated and they have requested information from them as well. She then reviewed the “Grants and Other” section for services provided with grant funds and other board supported services. Ms. McKivitz reported that the jail services grant is under its target. (copy attached)

c. JOINT BUDGET/FINANCE & PLANNING/PROGRAM COMMITTEE

i. **Revised FY2016 Board Operations Budget** - Ms. Devney updated the Board Members on the Joint Committee Meetings held on March 10th and March 31st. She explained that some unanticipated expenditures (furnace replacement, bringing wiring up to code) and the needed purchase of a new copier necessitates moving resources to cover these unanticipated expenditures. The Board has several line items in the FY 2016 Operating Budget that can to be adjusted to accommodate these expenditures. Board Members reviewed the revised budget. IT WAS MOVED BY JOHN SHAVER TO REVISE THE BOARD’S FY2016 OPERATING BUDGET TO ACCOMMODATE THE EMERGENCY PURCHASE OF A NEW FURNACE, UPDATING THE ELECTRICITY, AND TO ALLOW FOR THE PURCHASE OF A NEW COPIER. MOTION WAS SECONDED BY TOM ZANI AND CARRIED UNANIMOUSLY. (copies attached)

ii. **System Claims Adjudication/IT Recommendation** - Ms. Devney further reviewed and discussed staff’s recommendation to join Heartland East. The future of the statewide claims adjudication system (MACSIS) is uncertain and will not be upgraded to capture the information necessary to match board billings with the new codes, rates, and rendering providers required by Medicaid revisions. In addition, the Board does not have the capacity to analyze services across the entire system which should include services paid by Medicaid as well as the Board. When Medicaid moves to managed care and becomes further integrated into primary care, the ability to see who is receiving services, where, and how will be even more critical. Staff presented three options to the committee to position the Board for the information and billing needs in the future. The committee agreed to recommend to the Board to enter into an arrangement with Heartland. IT WAS MOVED BY JOHN SHAVER TO ENTER INTO AN ARRANGEMENT WITH HEARTLAND EAST BOARDS (MONTGOMERY, ASHTABULA, COLUMBIANA, JEFFERSON, MAHONING, ASHLAND, PORTAGE, STARK, WAYNE-HOLMES, AND TRUMBULL) TO

WORK COLLABORATIVELY AND COOPERATIVELY IN THE USE AND ADMINISTRATION OF THE CLAIMS AND INFORMATION SYSTEM MANAGED BY HEARTLAND EAST ADMINISTRATIVE SERVICES CENTER, A DEPARTMENT OF THE STARK MHRS BOARD. MOTION WAS SECONDED BY PAULA GINTHER AND CARRIED UNANIMOUSLY. (copies attached)

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- iii. **FY2016 Board Operations Budget Increase** - Ms. Devney explained that with the Board’s approval to join Heartland East for core services and claims adjudication services to replace MACSIS requires an increase to the Board’s FY 2016 Operating Budget in the amount of \$42,500. This increase represents two months (May and June) billing for core services, the enterprise cost of MACSIS replacement software, and \$5,000 for set up and implementation. Board Members reviewed the revised (increased) FY 2016 Board budget. **IT WAS MOVED BY JOHN SHAVER TO INCREASE THE FY2016 BOARD OPERATING BUDGET BY \$42,500 THE AMOUNT NECESSARY TO COVER THE PURCHASE OF CORE SERVICES AND BILLING ENTERPRISE SOFTWARE FROM HEARTLAND EAST. MOTION WAS SECONDED BY MARSHA McCORT AND CARRIED UNANIMOUSLY.** (copies attached)

DIRECTOR’S REPORT

Ms. Devney asked if there were any questions from the written Director’s Report that covers many topics and may help prioritize the information that needs to be discussed at the Board meetings. There were no questions or comments.

a. MENTAL HEALTH MONTH

Ms. Devney reported to the Board that May is “Mental Health Month”. She explained that she sent a memo asking that the Board of Commissioners in all three counties issue a proclamation recognizing May as “Mental Health Month”. She will be meeting with commissioners in all three counties.

b. RECOMMENDATION - BOARD MEMBER/BELMONT COUNTY

Ms. Devney reported that she had the opportunity to meet with Mr. Roger Deal earlier this month. Mr. Deal serves as the Village Administrator for the Village of Barnesville. Previously he has served as mayor and village council president. He would be appointed by the Belmont County Commissioners. Mr. Deal would fill the member slot previously held by Dr. Mary Regina Jennette for a term beginning upon appointment and ending on June 30, 2019. If appointed, all of the Belmont County Commissioner appointees will have been made. **IT WAS MOVED BY WILLIAM E. FRANK, JR. TO RECOMMEND ROGER DEAL FOR MHR BOARD APPOINTMENT TO THE BELMONT COUNTY COMMISSIONERS. MOTION WAS SECONDED BY RANDY PROCTOR AND CARRIED UNANIMOUSLY.**

c. **OHIO'S 2016 RECOVERY CONFERENCE JUNE 1st or JUNE 2nd**

Ms. Devney reported that as Fonda Freeman mentioned earlier during our Board Training, OACBHA will be hosting Ohio's 2016 Recovery Conference for ADAMH Board Members serving in the client and family positions as well as other Board Members that openly identify as an individual in recovery from a mental illness and/or addiction, or as a family member of an individual with a mental illness and/or addiction. This day-long session will focus on empowering individuals in recovery and family members to be strong advocates in their role as ADAMH Board Members. This will also include education on the roles, rights, and responsibilities of ADAMH Boards; ADAMH Board Governance; ADAMH Board funding; first-hand experience from current ADAMH Board Members from throughout the state; and more. This conference is held on June 1st or June 2nd at the Hyatt Regency - Columbus, 350 N. High Street from 10:00 a.m. - 4:30 p.m. Anyone wishing to attend will need to register in advance.

OLD BUSINESS

Board Members questioned the status of the broken typewriter. Ms. Hanse mentioned that the gentleman has picked up the typewriter for repair.

NEW BUSINESS

Ms. Devney referred to the newspaper articles in the Board Packet that might be of interest to the Board. (copies attached)

Ms. Devney also referred to the News Releases in the Board Packet that were submitted to the local newspapers in regards to April is "Child Abuse and Neglect Prevention Month" and April is "Alcohol Awareness Month". (copies attached)

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 JOHN SHAVER AND CARRIED UNANIMOUSLY.**

Debbie Ruffner, Chairperson

Randy Proctor, Vice-Chairperson