

BOARD MEETING MINUTES  
Tuesday, June 21, 2016 - 6:00 p.m.

Roll Call Board Attendance

Roger Francis	- present	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	-
absent			
Thomas Zani	- present	Karen Zonker	- 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 that board meetings are recorded.

**OATH OF OFFICE -ROGER DEAL & MARGENE ANGELOZZI**

Board Member Thomas Zani administered the Oath of Office to new Board Members, Roger Deal and Margene Angelozzi. Mr. Deal is appointed by the Belmont County Commissioners. Ms. Angelozzi is appointed by the Harrison County Commissioners. Roger Deal and Margene Angelozzi were welcomed to the Board. The Board Members introduced themselves.

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

Board Members received copies of the May 17, 2016, minutes in the mail or by e-mail. IT WAS MOVED BY JOHN SHAVER TO APPROVE THE MAY 17, 2016 MEETING MINUTES. MOTION WAS SECONDED BY TOM ZANI AND CARRIED UNANIMOUSLY. (copy attached)

William E. Frank arrived at 6:10 p.m.

**FINANCE**

a. **PRESENTATION OF BILLS**

Bills for the Board system for the month of June were presented totaling \$144,474.35. Ms. McKivitz reviewed the bills for June and noted any new or unusual charges. Providers are being paid for April services. Ms. McKivitz commented there is no Then & Now Certificate for the month of June for invoices dated prior to purchase order dates. IT WAS MOVED BY JOHN SHAVER TO ACCEPT PAYMENT OF ALL JUNE BILLS TOTALING \$144,474.35. MOTION WAS SECONDED BY RANDY PROCTOR AND CARRIED UNANIMOUSLY. (copy attached)

b. FINANCIAL REPORTS

Ms. McKivitz presented the “Budget vs Actual Expenditures for Fiscal Year 2016”, covering the Board expenses through May 31, 2016. The budget target is 91.7% and the expenses are under budget at 74.1%. Ms. McKivitz explained that the Information Systems which is for our Heartland East Claims system, we have received the bill and will be paying that next month. (copy attached)

Ms. McKivitz then referred to the “Agency Expenditure Report” for In-County Agencies’ Non-Medicaid, Grants and Other Expenditures noting that the targets are based on actual provider billing through April for current month allocations. She noted that Tri-County Help Center has fully expended their allocation. She reported that as discussed the past several months the Jail Services Grant with Southeast, Inc. and Crossroads Counseling Services are not billing the full amount of the contract and several corrective measures have been discussed to improve billing. (copy attached)

c. COUNCIL OF GOVERNMENTS (COG) FY17 CONTRACT APPROVAL

Ms. Devney explained that the Eastern Alliance, a Council of Government formed by three boards (Jefferson, Muskingum Area, and Belmont, Harrison and Monroe), purchases staffing for Liberty Manor and County Garden Manor from the State of Ohio. These two licensed adult care facilities provide services to 32 individuals from the three board areas. Thus, the State of Ohio is a contract provider of this board necessitating a contract be in place. The service contract runs from July 1, 2016 to June 30, 2017 and there are no changes from the current contract to the one proposed. IT WAS MOVED BY ROGER FRANCIS TO APPROVE THE FY17 CONTRACT BETWEEN THE STATE OF OHIO, THE MENTAL HEALHT AND RECOVERY SERVICES BOARD SERVING BELMONT, HARRISON AND MONROE COUNTIES, THE JEFFERSON COUNTY PREVENTION AND RECOVERY BOARD, AND THE MUSKINGUM AREA BOARD OF MENTAL HEALTH AND RECOVERY SERVICES. THE PERIOD COVERED BY THE CONTRACT WILL BE JULY 1, 2016 TO JUNE 30, 2017 WITH THE EXECUTIVE DIRECTOR AUTHORIZED TO SIGN CONTRACT AS PRESENTED. MOTION WAS SECONDED BY JOHN SHAVER AND CARRIED UNANIMOUSLY.

d. CROSSROADS COUNSELING SERVICES - CONTRACT REVISION

Ms. McKivitz explained when provider allocations were being prepared and recommended to the Board, the Court of Common Pleas had not selected an agency for its Drug Court Program. For many years, Crossroads held the contract with the court and thus was the recipient of the State Adult Drug Court Grant with the funds passed through the Board. Since the Court elected to put out a Request For Proposal this year for the service, the Board could not allocate this money until the Court made its decision. The staff was advised that Crossroads has been selected as the provider. Ms. McKivitz reported that the original contract has already been approved and we are amending the contract to include the award amount. IT WAS MOVED BY PAULA GINTHER TO AMEND ATTACHMENT 3 OF THE FY17 CONTRACT BETWEEN THE MENTAL HEALTH AND RECOVERY BOARD AND CROSSROADS COUNSLEING SERVICES, INC. TO INCLUDE \$40,776 FROM THE ADULT DRUG COURT GRANT TO THE BOARD. TOTAL CONTRACT FOR THE PROVIDER WILL

BE \$565, 734.00. MOTION WAS SECONDED BY WILLIAM E. FRANK, JR. AND CARREID UNANIMOUSLY.

#### MANAGEMENT (QUALITY) REPORTS

- a. **HOSPITAL UTILIZATION REPORT** Mrs. Krusec pointed out the two graphs for the Hospital Bed Days, the bottom graph shows a comparison of FY2016 (blue) and FY2015 (red). The graph shows that in FY2016 the trend in comparison to FY2015 had been going up, due in part to less bed days being assigned to the Board. She commented that as you can see for the month of May the average bed days were at 4.90, this is below our target of 5.86. This is also lower in comparison to FY2015. (copy attached)
- b. **ACCESS REPORTS** Mrs. Krusec explained that the Access Reports will be presented to the Board on a Quarterly basis beginning with the year end reporting next month.

#### 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. Ms. Devney updated that the Medical Marijuana Legislation has passed. This particular piece of legislation was originated by the legislature and did not come from a ballot issue. It will be a couple of years before it is implemented. She reported there are lots of restrictions. Ms. Devney also mentioned that the Federal changes in the overtime compensation will not affect the MHR Board Staff employees, although the contracted agencies will have some issues with this change.

- a. **COMMUNITY PLAN** - Ms. Devney explained that one of the duties of an ADAMHS Board is to "annually develop and submit" to the Ohio Department of Mental Health and Addiction Services a plan listing community needs and the priorities for facilities and addiction and mental health services during the period covered by the plan. The Board's state and federal funding is contingent on having an approved plan by OhioMHAS.

Although a Community Plan has been required for many years, and approval has not been too difficult to accomplish, recent changes made to ORC 340.08 may make this more difficult. Now the department must disapprove the board's proposed plan if the proposed budget would not make available in the board's service district the essential elements of the continuum of care required, including specific required services for opioid addiction.

Since 23 out of 52 board reported not having all the required opioid services in place, the legislature moved the date from September 15, 2016 to July 1, 2017. This will provide additional time to get required services in place before a board is potentially defunded for failure to have required elements of the legislated continuum of care in place.

The Community Plan prepared for Board approval at the June meeting addresses all the requirements of the plan directions and identifies three required services not yet in place. Those are ambulatory detox, recovery housing and peer mentoring. Recovery housing and ambulatory

detox are in the planning stages and the state is awaiting guidance from OhioMHAS on the definition of peer mentoring. IT WAS MOVED BY MARSHA McCORT TO APPROVE SUBMISSION OF THE SFY2017 COMMUNITY PLAN. MOTION WAS SECONDED BY PAULA GINTHER AND CARRIED UNANIMOUSLY.

- b. **CAPITAL PLAN** - Ms. Devney reported that The Ohio Department of Mental Health and Addiction Services solicited needs in September of 2015 from ADAMH Boards and providers for capital projects to be included in the FY 2017-2018 Capital Budget. This Board submitted two capital projects. One for permanent supported housing and the second for recovery housing. All community capital projects required a 50% local match. The Board's capital request for permanent supported housing was \$500,000 (the limit for requests) with a local match of \$700,000. The request for recovery housing was \$130,000 with a local match of \$130,000.

The state's capital budget has been signed by Governor Kasich and OhioMHAS is taking the next steps in the capital planning process by asking all boards to review its original capital project submission and provide further information or update its top capital request. In its guidance memo, OhioMHAS also identified \$2.5 million of the \$12 million approved as held aside for recovery housing. The remaining amount will be available for investments in permanent supportive housing, consumer-operated peer centers, treatment space and other local priorities.

Board staff reviewed the original request made during the planning cycle and would recommend that the Board only go forward with the recovery housing request. The rationale with this recommendation is threefold. First, there is not the expertise within the Board staff to pull together the resources necessary for a permanent supportive housing project and although the \$700,000 match would not come entirely from Board coffers, there is not sufficient time nor expertise to bring other funders to the table. Secondly, there is some question whether such housing stock is necessary in the area. Finally, recovery housing is a required support under the revisions to the continuum of care and must be in place within the Board area by July, 2017. After discussion, IT WAS MOVED BY MARSHA McCORT TO APPROVE THE SUBMISSION OF A CAPITAL PLAN PROJECT FOR RECOVERY HOUSING FOR A TOTAL PROJECT COST OF \$260,000 WITH THE MHR BOARD SHARE OF \$130,000 SECURED BY A LIEN AGAINST THE PROPERTY. RECOVERY HOUSING WOULD NOT BE OWNED NOR OPERATED BY THE BOARD. MOTION WAS SECONDED BY ROGER FRANCIS AND CARRIED UNANIMOUSLY.

- c. **HEARTLAND EAST IMPLEMENTATION** - Ms. McKivitz reported that this Board was able to join Heartland East this fiscal year under the current cost structure and also made the Board staff privy to all the information and decision making with the MACSIS replacement selection and contracting process. Staff participated in our first steering committee meeting and Heartland East staff met with Board staff and contract agency staff to begin the process of transferring management of data in MACSIS to them. She and Ms. Devney will be attending a meeting

tomorrow, 06/22/16 to meet with the vendor of the claims program. Full implementation of the MACSIS replacement will likely occur between April and June of 2017. Ms. McKivitz reported that no specific date has been specified for the sunset date of MACSIS, but the census feels that it will be discontinued soon.

- d. **CULTURE OF QUALITY** - Ms. Devney reported that the Board has been awarded a 3 year certification in the Culture of Quality - Peer Certification thanks to the hard work of the staff and support from the Board and providers. Enclosed in the Board Packet is an overview of recommendations for improvement. Ms. Devney commented that already some of the recommendations mentioned in the overview have since been completed.

#### OLD BUSINESS

Board Member Roger Francis wanted to “thank” Board Member and Staff for all the prayers and cards of well wishes that were sent to him while he was absent from the Board.

#### NEW BUSINESS

- a. **ELECTION OF OFFICERS** - Chairperson Debbie Ruffner informed the existing slate of officers had been nominated at the May meeting:

Debbie Ruffner - Chairperson  
Randy Proctor - Vice-Chairperson  
Marsha McCort - Secretary/Treasurer

IT WAS MOVED BY ROGER FRANCIS TO ACCEPT THE SLATE OF OFFICERS AS PRESENTED.  
MOTION WAS SECONDED BY PAULA GINTER AND CARRIED UNANIMOUSLY.

#### PUBLIC COMMENT

There was none.

As there was nothing further to come before the Board, IT WAS MOVED BY ROGER FRANCIS TO ADJOURN THE MEETING. MOTION WAS SECONDED BY JOHN SHAVER AND CARRIED UNANIMOUSLY.

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Debbie Ruffner, Chairperson

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Randy Proctor, Vice-Chairperson