

MINUTES
MH&R BOARD OF ERIE & OTTAWA COUNTIES
— FEBRUARY 21, 2017 —

PRESENT:	Betsy Wilber Gerhard Gross Charles Murray Tim Betton Kayleigh Snyder	Ron Guerra Jim Olson Craig Stahl Connie Cornett John Fletcher	Darwitt Garret Connie Kendrick Anthony Setley Keith Newton
BOARD STAFF:	Jody Demo-Hodgins Lisa Crescimano	Patty Notestine	LeighAnn Faulkner
EXCUSED:	Sam Artino	Bob Geib	
ABSENT:	<hr/>		

THE MHRB MEETING OF FEBRUARY 21, 2017, WAS CALLED TO ORDER AT 5:15 P.M. AND THE CHAIRMAN NOTED THE PRESENCE OF A QUORUM, BETSY WILBER, CHAIR, PRESIDING. THE MEETING WAS HELD AT FIRELANDS BEHAVIORAL HEALTH CENTER IN PORT CLINTON, OHIO.

SECRETARY’S REPORT (*Minutes of January 17, 2017 meeting*); approved as read.

AGENDA ITEM PROPOSALS: Ms. Demo-Hodgins introduced the *new* sign-in sheet and requested that Board Members sign at every board meeting. This will be part of the permanent record and will be attached to the minutes and will be available for our audits. A separate sign-in sheet will be available for guests.

Oath of Office: Connie Cornett, John Fletcher and Jim Olsen took the oath of office as Mental Health and Recovery Board Trustees appointed by the Ottawa County Commissioners. Welcome to the Board! They come to us with high recognition.

Interim Executive Directors Report: *Hand-out provided.*

Overview;

- 1) Ms. Demo-Hodgins to date has met with many of our providers and will complete meetings within the first two weeks of February.
- 2) Finances and finance reports are undergoing major modifications.
- 3) Budget packets for SFY18 will be going out to providers before the end of the month. The providers will be asked to get the information back to us before the end of March so we can review it in a timely manner. The process will be different for our providers from previous years with more focus on delivered services.
- 4) She has reviewed existing provider contracts and restructured the major provider contracts to make it less cumbersome and more easily understood. The same process will take place for more consumer-focused providers.
- 5) Our immediate goal is to restructure the budgeting process as well. Uniform Cost Reporting (UCR) will require those billing for traditional behavioral health services to budget based on this method. This will impact Firelands and Baysore. Our smaller client focused providers and sober living providers will be looking at how to construct a budget around a grant. Reducing some of their work, our staff time, and increasing our understanding on exactly how money is spent.

- 6) We anticipate that Director Tracy Plouck, Ohio Mental Health and Addiction Services (OMHAS), will be here when the Governor makes his April 4th State of the State Address in Sandusky. We will be working with OMHAS to schedule visits with the director. She will keep Board members informed.
- 7) A proposal has been submitted to OMHAS for the Federal 21st Century Cures Funds. The State designated Erie as a tier-two County and required us to submit a plan with a budget by February 3rd. Additional information forthcoming.

REPORT OF OFFICERS:

TREASURER'S REPORT (MOTIONS REQ. ACTION ETC), reviewed by Ms. Crescimano.

Item #1 –Approval of monthly Bills to Be Paid in February **Resolution No. 02-2017-01**, Whereas the attached **February Financial Transaction Report** has been reviewed for appropriateness, and compliance with Board Policies; therefore Ms. Wilber resolved that the Mental Health and Recovery Board of Erie and Ottawa Counties approve the business contained in the February Financial Transaction Report, Total Amount Approved \$755,193.97; seconded by Ms. Kendrick. Consent Vote taken; 13 yes, -0- no, 1 abstain, resolution carried.

Item #2 –Approval of **Amended Appropriations** moved by Mr. Newton, seconded by Pastor Setley. Consent Vote taken; 14 yes, motion carried unanimously.

Item #3 –Authorization for the Interim Executive Director to **send notice** from the MHR Board of the **Non-renewal** of existing contracts. *No motion needed.* Ms. Demo-Hodgins informed the Board the letters of non-renewal of contracts will be send out at the end of this month.

Item #4 –Authorization for Interim Executive Director to enter into a FY17 contract with the **Erie County Sheriff's Department** to **provide funding for bridge medications** to released inmates in need of psychotropic or alcohol/drug treatment prescriptions upon release until the individuals first service beyond incarceration in an amount **not to exceed \$14,000.00** beginning February 21, 2017, ending June 30, 2017 moved by Mr. Garrett, seconded by Mr. Guerra. Consent Vote taken; 14 yes, motion carried unanimously.

Item #5 –Authorization for Interim Executive Director to enter into a FY17 contract with the **Ottawa County Sheriff's Department** to **provide funding for bridge medications** to released inmates in need of psychotropic or alcohol/drug treatment prescriptions upon release until the individuals first service beyond incarceration in an amount **not to exceed \$9,000.00** beginning February 21, 2017, ending June 30, 2017 moved by Mr. Garrett, seconded by Pastor Setley. Consent Vote taken; 14 yes, motion carried unanimously.

Item #6 –Authorization for Interim Executive Director to increase the **FY17 9-Month Purchase of Service Contract with Fireland's Counseling and Recovery Services** by **\$440,498.75** increasing the contracted amount from **\$1,297,645.00 to \$1,738,143.75**, increase the **FY17 9-Month WRAP Contract with Fireland's Counseling and Recovery Services** by **\$61,653.00** increasing the contracted amount from **\$224,847.00 to \$286,500.00** due to board staff mathematical error when calculating agency budgets moved by Mr. Newton, seconded by Mr. Betton Consent Vote taken; 13 yes, -0- no, 1 abstain, motion carried.

Item #7 –Authorization for Interim Executive Director to **approve \$1,500 to sponsor the 2017 Recovery Conference**. The funds will be remitted to OACBHA for sponsorship moved by Mr. Olsen, seconded by Ms. Kendrick. Consent Vote taken; 14 yes, motion carried unanimously.

January Revenue and Expense Reports – reviewed by Ms. Crescimano. We are still working on getting the right financial software to meet our needs.

REPORT OF COMMITTEES:

- Finance: Reports are moving along well. Looking forward to having actual cash flow statement available.
- Planning & Oversight: No additional information.
- Audit: The state audit has been contracted out, and should be taking place soon. The forensic audit is still reviewing information given to them. Noting that the old financial records are challenging.
- Nomination Committee: Three slots have been filled by the Ottawa County Commissioners. OhioMHAS has two open board member slots available. We have received additional applications, and will be reviewing those with the Interim Executive Director after March 1.

UNFINISHED BUSINESS:

- 1) Vice-Chair Nomination: No action taken.
- 2) Erie/Ottawa Jail Tours: The Erie County jail visit is still in the works, possibly next month. Mr. Olsen will contact Ottawa County for a jail tour. It was agreed to have that visit take place before a scheduled board meeting in Ottawa County if possible.

NEW BUSINESS:

Ms. Wilber informed the Board that Vickie Ruffing, Board Solicitor, has provided notice that she does not intend to enter a contract for Legal Services with the Mental Health and Recovery Board of Erie and Ottawa Counties for Fiscal Year 2018.

- Lots of good things going on in Ottawa County. Lighthouse Sober Living is close to full capacity, and have a great group of men there. Firelands came out and spoke to the Leadership Ottawa County group. Local AA group celebrating 50 years of daily meetings.

ANNOUNCEMENTS/GUESTS:

Guests in attendance introduced themselves.

EXECUTIVE SESSION:

At 6:20 p.m. Ms. Wilber moved to exit the open board meeting and enter executive session for personnel appointments and dismissals, and court action and conferencing with attorney, seconded by Pastor Setley. Roll call vote taken; Mr. Betton, yes; Ms. Cornett, yes; Mr. Fletcher, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, yes; Mr. Olsen, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, yes; motion approved unanimously.

At 6:40 p.m. Ms. Wilber moved to exit the executive session and enter back into the regular board meeting, seconded by Mr. Gross. Roll call vote taken; Mr. Betton, yes; Ms. Cornett, yes; Mr. Fletcher, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Murray, yes; Mr. Newton, yes; Mr. Olsen, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, yes; motion approved unanimously.

ACTION TAKEN:

Mr. Gross moved the Board terminate the Executive Director, Kirk Halliday, effective today for cause which we will advise him of in a letter to be sent, and an offer of hearing required be made to him. The date of that hearing has yet to be determined. We will confer with our legal counsel on accomplishing stated action, seconded by Mr. Murray. Consent Vote taken; 14 yes, motion carried unanimously.

LIST OF ATTACHMENTS:

- Interim Director's Report, 2/21/17
- Flyer; Open House at FCRS of Ottawa County March 1.

THE MHRB MEETING OF FEBRUARY 21, 2017, WAS ADJOURNED AT 6:45 P.M. WITHOUT OBJECTION BY BETSY WILBER, CHAIR.

Minutes taken by Patricia J. Notestine
Board Secretary