

**MARION/CRAWFORD BOARD OF ALCOHOL, DRUG
ADDICTION AND MENTAL HEALTH SERVICES
142 S. Prospect Street
Marion, Ohio 43302
BOARD MEETING
September 25th, 2014**

MEMBERS PRESENT: L. Beary D. Boyer M. Carle D. Chucci
P. Everly R. Gottfried A. Holler H. Laskaris
A. Reed C. Skinner

MEMBERS ABSENT: M. Gearheart E. Koehl L. Milliron J. Mizell
D. Stone

STAFF PRESENT: J. Demo-Hodgins S. Galdys A. Carey

The meeting was called to order and everyone was welcomed by Chairperson A. Reed at 6:00 p.m. He informed members that there was no Board Education scheduled for this meeting.

A. Reed began the formal board meeting by asking that members review the minutes. The June Board Minutes were reviewed by Board members and A. Reed asked if there were any errors or corrections that needed to be made. The members had no questions or corrections.

MOTION: D. Chucci moved to approve the June Board Minutes. A. Holler seconded and the motion was approved.

STANDING COMMITTEE REPORTS

FINANCE/AUDIT

J. Demo-Hodgins started by asking members to look at the June Finance reports noting that it is a completed report YTD positive by \$515,000. She then moved on to the Disbursement and Revenue report where she noted that our YTD receipts are \$1.5 million just below what had been budgeted (\$1,537,932). Some of this money comes from the Continuum of Care Grant and the Mental Health Community Behavioral Health Linkage Grant. For the Community Behavioral Health and AOD Addiction the YTD receipts equal \$739,976, which is below what was originally budgeted (\$811,752.90).

J. Demo-Hodgins then went on to discuss the local levy revenue. It was predicted to be \$1.6 million and the Board has received \$1.7 million. J. Demo-Hodgins then went on to the Board Operational Report; she stated that the report was not final and there is currently a balance of \$23,512 but that is expected to go down in the next report.

Moving on to the Utilization report for June, J. Demo-Hodgins noted that CCS typically bills monthly and the billings from July through April, are at 62% and MACC, which bills weekly, shows revenue from July through May at 86%. She stated that she along with S. Galdys had a quarterly meeting at CCS. They are projecting \$40,000 in unexpended funds for the year, but do have a few more billings for July. Any unexpended funds will go into our Reserve Fund. She also noted that we have not yet finished reconciliation with MACC, but that they have committed to having it done by October 15th. She stated that agencies have up to 90 days post year to continue to submit billings for the prior fiscal year.

Marion Crawford Prevention Programs has billed out for SFY2014 due to the fact that they operate on the school year calendar; they usually bill out by June 1st.

Inpatient Crisis has done well this year so far due to prospective Medicaid, which has allowed the hospital to pay the board back for clients who were approved for Medicaid. J. Demo-Hodgins stated that in the middle of next year the board will be taking a look at Crisis Bed Utilization.

Members moved on to the July reports, which were for SFY14. She noted we ended the month in positive territory with a balance of \$655,000. J. Demo-Hodgins then went on to discuss the Board Operational Reports and stated that we have a final report for FY 14 with a balance of \$20,852.45 which will roll into the reserve fund. She also noted that only 7% has been used so far in July on the Board Operational Budget for SFY15.

J. Demo-Hodgins went on to the Utilization Reports stating that for FY 14 CCS has billed July through May at 68%. She reported that MACC has billed July through June at 92% with a balance of \$105,000.

For the month of August, the FY 15 report shows a net of \$542,161, due to the fact that the Board received half of the real estate taxes for the year and some Levy funds. With only one month of services billed to date, only 6% has been expended. We received additional Continuum of Care funds in the month of August. We also received funds from the Federal Block Grant, treatment, OOD and more from Continuum of Care with \$641,869 in Levy Revenue.

For the Community Foundation Grant we anticipate billing out by November. J. Demo-Hodgins notes that MACC is primarily using these funds to provide Medicated Assisted Treatment for one month until people can get enrolled in Medicaid. J. Demo-Hodgins explained that this is a onetime grant and ends on 12/31/14.

J. Demo- Hodgins then went on to the FY 15 Board Operations, noting that office expenses are at 27% which is due to the fact that there were many onetime big ticket items paid. These items include our dues to OACBHA in the amount of \$10,873 which is a onetime payment. The Board also paid the State Auditor \$6,084 and a contribution as a sponsor to Saturday in the Park for \$500 was made. These are all under office expenses.

Moving on to the August Utilization Report for FY 15, CCS has one billing for training, and MACC has one month of July services billed out at 5%. The Marion Crawford Prevention Programs have not submitted a billing yet for the month. For Mental Health residential the Board is paying for two people to reside in a group home. J. Demo-Hodgins asked members if there were any questions or comments on the August Finance Material, there were none.

MOTION: D. Boyer moved to approve the June, July and August Finance Reports. H. Laskaris seconded and the motion was approved.

J. Demo-Hodgins asked members to review the Voucher listings for June, July, August and September and asked if there were any questions or comments. P. Everly asked about the Fairfield County listing on the Vouchers. J. Demo-Hodgins explained that our Board partners with Fairfield County and Delaware/ Morrow Boards for PPS (Public Private Solutions); this provides IT services, Access programming and MACSIS billing. Fairfield County is the employer of record and the Delaware/Morrow County Board and our Board jointly contracts with them for the services noted.

J. Demo-Hodgins stated that she and A. Reed were making a presentation in October about GOSH systems, a new billing system that the Board is looking at, due to the fact that the state will most likely do away with MACSIS, our current billing system.

MOTION: D. Boyer moved to approve the June, July, August and September Voucher Listings. A. Holler seconded and the motion was approved.

J. Demo-Hodgins explained that Attachment 4, from MACC for SFY 15, shows unit costs and total amounts for MH and AOD. She stated that there was an error on the original attachment, putting the Medicaid unit cost in instead of the non Medicaid unit cost and it needed to be revised to show the actual unit costs. The final approval date will be October 1st.

MOTION: L. Beary moved to approve the FY15 POS Unit Costs for MACC as of 10/1/14. D. Chucci seconded and the motion was approved.

J. Demo Hodgins explained that the Marion Crawford Prevention Programs received Gambling Prevention dollars this year. The difference from what was originally budgeted and what they actually received was \$3000 so the Board needs to add \$3000 to the education component for Marion Crawford Prevention Programs. They are holding gambling specific workshops at all their freshman empowerment days and for JTI in both Marion and Crawford Counties. The \$3000 caused the education unit cost to stay the same but increased the total allocation from \$76,454 to \$79,000

MOTION: D. Boyer moved to approve an additional \$3,000 in Gambling Funds into the FY15 Crawford Marion Prevention Program Budget. M. Carle seconded and the motion was approved.

J. Demo-Hodgins stated that we were a recipient of the Department of Justice Assistance/ Bureau of Justice Grant for Drug Court in Marion. The Board will receive almost \$350,000 over the course of the next 3 years. The Board must approve the acceptance of the grant in order to receive funds.

MOTION: C. Skinner moved to approve acceptance of the U.S. DOJ grant for F.I.R.S.T. Adult Marion Drug Court Grant in the amount of \$348,836 for the period of 10/1/14/ H. Laskaris seconded and the motion was approved.

J. Demo-Hodgins explained that a policy needed to be created regarding advances to Federal Award Programs. The Board received a citation during our audit regarding the way the Board has dealt with delay in receiving federal funds; the Board has always used our cash flow to pay the bills and then pay the accounts back. We are not allowed to do this without a formal policy and a process. J. Miller developed a policy which is in the binder for members and will be a permanent part of this record. It states that the board will be advancing 25% of Federal Awards, put in an account which will use reserve levy dollars and if the federal funds are delayed, which happens, we would then use the separate account to pay for bills for that grant. When the grant funds come in we would then pay the other account back and remove our levy dollars and place them back into the reserve funds.

MOTION: D. Chucci moved to approve the Finance policy regarding Advances to Federal Award Programs. D. Boyer seconded and the motion was approved.

PLANNING COMMITTEE

The first item on the agenda, as explained by S. Galdys, is a request for funding from MACC in the amount of \$24,715 to be used for continuing services in the jail once their grant ends in October. The approval of this request would cover services provided from November 1st to June 30th. The additional funds will come from levy reserves. J. Demo Hodgins added that this will be a continuation of the services provided by the one-time grant we received from OMHAS which ends on 10/31/14. She further explained that the provider cannot bill Medicaid for those who are incarcerated and most of the people receiving services will be Medicaid eligible once their time in jail/prison is finished. J. Demo-Hodgins also added that creating a smooth path from jail to services for these people has been very beneficial.

MOTION: D. Chucci moved to approve funding for MACC in the amount of \$24,715 for continuing services at the Marion Multi-County Jail. D. Boyer seconded and the motion was approved.

The next item discussed by S. Galdys is a second request from MACC in the amount of \$2,610 for the purpose of sending two staff members to the Child Mental Health First Aid Training in Grand Rapids, Michigan. The funds would come from levy reserves. It was noted that one of the board members had recently attended the adult training led by these two staff members and noted they did an excellent job and the training was very beneficial.

MOTION: L. Beary moved to approve funding for MACC to provide Child Mental Health First Aid Training in the amount of \$2,610. P. Everly seconded and the motion was approved.

The next item on the agenda led by S. Galdys was regarding a grant received from the Ohio Department of Mental Health and Addiction Services (ODMHAS) in the amount of \$17,312 for the purpose of covering group home expenses for a Marion County resident. Although this is a grant and not ADAMH funds, it still needs to be approved by the Board. The Board was eligible for this grant due to the consumers many hospitalizations in the last year; he is in the hospital again but will be released to the group home upon release from the hospital.

MOTION: L. Beary moved to approve additional funds to the boards Residential Line Item for a Royal Gables/ MH Residential for a Marion resident in the amount of \$17,312. A. Holler seconded and the motion was approved.

The fourth item on the agenda led by S. Galdys is regarding our contract with Opportunities for Ohioans with Disabilities (OOD) and the Recovery to Work Program. S. Galdys stated that we are subcontractors under the Delaware Morrow OOD contract and as part of the contract, all boards are required to pay a match and our portion for FY 15 is \$135,533. This program has helped many to find jobs and that B. Penrod who coordinates this program is doing an excellent job. S. Galdys added that she has been told that our program places more people in jobs than other Recovery to Work programs in the state.

MOTION: P. Everly moved to approve \$135,533 in matching funds for the Recovery to Work Program for FFY 15 (10/1/14-9/30/15). A. Holler seconded and the motion was approved.

The last item on the agenda is a request from Marion Common Pleas Court and Marion Probation Department in the amount of \$31,185 or \$51,975 (based on the boards ability to fund either 30% or 50% of the program) S. Galdys explained that this is a pilot program for the

purpose of providing Medication Assisted Treatment (Revia) to Marion County residents who are incarcerated at West Central Community Based Corrections Facility (CBCF) in Marysville. If approved, the funds will come from levy reserves. S. Galdys noted that there is an extremely high rate for individuals coming out of the CBCF that fail to follow up with treatment. This program will allow individuals to begin treatment prior to release and hopefully create better compliance. Maryhaven will be providing the treatment – with a traditional Intensive Outpatient Program (IOP); West Central already contracts with a doctor for medical services so he has agreed to give them an extra half day. Please see attachments for additional information regarding planning committee motions.

MOTION: A. Holler moved to approve funding in the amount of \$31,185 for a pilot project with Marion Court of Common Pleas and the Adult Probation Department for West Central Correctional Institute residents. M. Carle seconded and the motion was approved.

EXECUTIVE DIRECTORS REPORT:

The first item discussed by J. Demo-Hodgins was the strategic planning process in which several Board members participated. She stated that we hope to have a final summary by mid November of the work that started last October with key informant interviews and culminated in the process this summer.

The next item discussed was the completion of contracts between the Board and the Court, MACC and Case Western Reserve for the Bureau of Justice Assistance Drug Court Grant. The first meeting will be held in October. The grant starts 10/1/14 and ends 9/30/17

J. Demo-Hodgins reported that the Community Recovery Center and Marion Area Counseling Center submitted grants for sober living (recovery housing). The award notifications will be sent by 10/1/14. She also noted how great of an impact that recovery housing will have on the community, helping to ease addicts stress and provide a place for them to go until they are stable with jobs and housing.

J. Demo-Hodgins explained that we worked with community partners to hold training on self harm in August that was very well received. In addition, we worked with the court to put together training in October on collaboration between the courts, probation and treatment. In addition, I presented to the Marion Area Physicians in July. This was arranged by C. Skinner.

The next item was about succession planning. There will be discussions next month about the Board's direction in regards to J. Demo-Hodgins eventual retirement. Our options are to merge with another board or hire a new executive director. In reference to merger, the only board that has expressed an interest is the Richland County Mental Health and Recovery Board. Should the Board decide to hire a new executive director, one option for consideration is that of bringing on someone as an associate director by September of 2015.

The last item discussed was the ADAMH Board shirts and sweatshirts. The Board typically buys shirts or sweat shirts for new members. J. Demo- Hodgins explained if anyone is interested in getting a shirt or sweatshirt to email her and let her know.

OLD BUSINESS: None

NEW BUSINESS:

There being no further business, the Chairperson adjourned the meeting at 7:15 p.m. The next scheduled meeting will be held Thursday, October 23rd on the lower level of the Crawford County Court House in Bucyrus.

APPROVE:

ATTEST:

Annette Holler, Secretary

Alexander Reed, Chairperson