



**Butler County
Mental Health & Addiction
Recovery Services Board**

**Board Meeting Minutes
Wednesday, January 20th, 2021
Board Meeting**

The Butler County Mental Health and Addiction Recovery Services Board held its Board meeting on Wednesday, January 20th, 2021 at 6:00 p.m. at the Board office located at 5963 Boymel Drive in Fairfield, Ohio via Webex.

1. Call to Order

1.01 Board President Patricia Deis-Gleeson, BSN called the meeting to order.

Upon the call of the roll the following Board members were present via Webex: Pastor Michael Bailey; President Patricia Deis-Gleeson, BSN; Dr. Theodore Hunter; Wayne Mays; Deborah Stanton; Lonnie Tucker, CH, CSW; Father Michael Pucke; Sandra Smith; Christine Hacker, MSN; Vice President Mathew Himm; Kim McKinney, BSN, RN; Rev. Suzanne LeVesconte; Rev. Gary Smith; David Swigonski; Richard Bement; Rev. Vanessa R. Cummings, CAPP; Kelsey Wargo, LPCC-S, CCTP-II; and John Silvani, RN, CARN, CAS, LCDC-II.

Recognition of Guests via Webex:

Deanna Proctor, Access Counseling
Brandy Slavens, Access Counseling
Carolyn Winslow, Big Brothers Big Sisters
Pam Mortenson, Catholic Charities
Erin Day, Community Behavioral Health
Lori Higgins, Envision
Joyce Kachelries, Lifespan
Jillane Holland, Sojourner
Julie Herrmann, St. Joseph Orphanage
Sheri Bartels, Transitional Living
Diane Ruther-Vierling, YWCA
Wendy Waters-Connell, YWCA

1.02 Public Comments on the Agenda
- No comments

2. Board Communication & Announcements

2.01 Executive Directors Report

- A. COVID Updates including provider status, vaccination status & PPE (Personal Protective Equipment) status. Dr. Rasmus gave a brief update concerning COVID-19, which included the epidemiological report, vaccine and PPE status.
- B. Finance/Budget Update (Federal-State-Local)
 - Federal – There were no cuts to the SAPT (Substance Abuse Prevention and Treatment) funds. SOR, COAP, COSSAP, OVC and HRSA grants have been a valued addition to Board funding this fiscal year.
 - State – Dr. Rasmus indicated there is a 2.5 billion dollar deficit that needs to be remedied by June.
 - Local – The commissioners are awarding raises. The county initially thought it would initially take a 20 million dollar cut and ended up taking 5 million. The county general revenue fund accounts for approximately \$110,000 in BCMHARSB funding. It was speculated that the Board would endure a 4.4% cut last year in this budget line item but unexpectedly received the full amount.
 - Levy – The Levy received \$40,000 more dollars in 2020 with its collections versus 2019.
- C. Board Surveys Status (Self-Assessment & Additional Board Survey including Survey Monkey status)

The Survey Monkey Self-Assessment has been updated. The purchase order has been created, the check has been sent and are now waiting on Survey Monkey to become available.
- D. Scorecard Updates

Due to the pandemic and restructuring of the data collection methods, there has been a delay. The Board’s internal and external scorecards will not be done this year. It will be continued in FY2022.
- E. Strategic Plan Updates

The Strategic Plan two-year anniversary will be in March. Dr. Rasmus provided an update at the end of State FY20. Typically, in the second year Dr. Rasmus gives updates by objectives at monthly Board meetings. Due to COVID, a total update will be now given at the March Board meeting to coincide with the plans 2nd anniversary.

Dr. Rasmus provided summaries of the following articles F – K:

- F. Training Opportunity: Resilience: Biology of Stress & Science of Hope <http://events.r20.constantcontact.com/register/event?oeidk=a07ehguubnbca677ace&llr=cfsdkygab>
- G. Callahan, D. G. (2021, January 5). *Butler County commissioners award nearly \$350K in raises*. journal-news. <https://www.journal-news.com/news/butler-county-commissioners-award-nearly-350k-in-raises/TY45SWHLONGQTGBOCOZUWKIRVA/>
- H. Hotz, R. L. (2020, December 21). *Feeling depressed? Bacteria in your gut may be to blame*. WSJ. <https://www.wsj.com/amp/articles/depression-bacteria-in-your-gut-may-have-caused-itor-made-you-healthier-11608565953>
- I. Dastagir, A. E. (2021, January 15). *Am I OK? How to do a mental health check*. USA TODAY. <https://www.usatoday.com/story/life/health-wellness/2021/01/15/mental-health-check-what-ask-and-how-know-if-you-need-help/4134270001/>
- J. Rutledge, M. (2021, January 14). *Hamilton studio for artists with disabilities gets new focus with local operator*. journal-news. https://www.journal-news.com/news/hamilton-studio-for-artists-with-disabilities-gets-new-focus-with-local-operator/PFUHJENTGFAM5ESQEBFHVK7ZBQ/?utm_source=Iterable&utm_medium=email&utm_campaign=campaign_1901449
- K. Pitman, M. D. (2021, January 14). *How to sign up for the COVID-19 vaccine in Butler County*. journal-news. https://www.journal-news.com/news/how-to-sign-up-for-the-covid-19-vaccine-in-butler-county/2WSYM235IJC7CBN3FJUXEB26A/?utm_source=Iterable&utm_medium=email&utm_campaign=campaign_1903177
- L. Judge Roger's Retirement
Judge Rogers is retiring on Feb. 9th. The BCMHARSB will be recognizing him at the February or March board meeting.
- M. C3: ACES Web Seminar of ACES on Friday, March 5th (all day)
C3 (Caring Community Collaborative) is having an ACES web seminar on Friday, March 5th. There are three keynote speakers. This will serve as annual training for board members.
- N. Miscellaneous
There have been a protest occurring at the syringe exchange van site in Middletown. The Fairfield site has been shut down due to safety and confidentiality reasons. There will be a meeting to discuss a new approach to syringe exchange/blood borne pathogen prevention in the Middletown and Fairfield locations.

3. Consent Agenda

3.01 Consent Agenda Items

- A. December Executive Committee Meeting
- B. December Board Meeting Minutes
- C. January MH Committee Meeting Minutes
- D. January ARS Committee Meeting Minutes

Mr. Himm motioned to approve the consent agenda. Mr. Silvani seconded the motion. The vote carried the motion.

4. Review of Committee Meeting

4.01 January – MH Committee Meeting Review – Christine Hacker

Ms. Hacker gave a brief update on the MH Committee meeting activities this month.

4.02 January – ARS Committee Meeting Review – Mat Himm

Mr. Himm gave a brief update on the ARS Committee meeting activities this month.

5. New Business

5.01 Financial Report

The Board October Financial Report (33% through the FY21) shows that the Board has budgeted \$16,050,875 and has collected 39.87% of its revenues so far. Year To Date Administration costs are running at 32% with a budget of \$1,729,145. The Board has currently paid 25% to the provider for completed service commitments that are reflected in their billings and budgets with a current cash balance of \$18,704,101.

Rev. Smith motioned to approve the Financial Report. Mr. Swigonski seconded the motion. The vote carried the motion.

5.02 Contract Modifications

Access Counseling – Board facilitated provider budget increase in the amount of \$315,703 for the Regional Harm Reduction collaboration, which is a part of the SOR (State Opiate Response) grant. An increase in the amount of \$178,056 for HOUSE (Housing Opportunities Using Supporting Engagement), which is a part of the SOR grant. An increase in the amount of \$90,000 for harm reduction, which is a part of the Interact for Health grant. Contract not to exceed \$1,583,432, with program narrative update.

Community Behavioral Health– Board facilitated provider budget increase in the amount of \$357,000 for the Comprehensive Jail Services & Reentry, which is a part of the SOR grant. Contract not to exceed \$4,114,271, with program narrative update.

DeCoach Team, LLC – Board requested budget increase in the amount of \$52,591 for the Extended Care & Rehabilitation Center SUD (Substance Use Disorders) Treatment, which is a part of the SOR grant. Contract not to exceed \$117,591, with program narrative update.

Envision Partnerships (Alcoholism Council of BC OH Inc. dba Envision Partnerships) – Board requested budget increase in the amount of \$70,000 for Stigma Reduction & Prevention Campaign, which is a part of the SOR grant. Contract not to exceed \$864,574, with program narrative update.

Sojourner Recovery Services – Board requested budget increase in the amount of \$230,365 for Recovery Housing, which is a part of the SOR grant. Contract not to exceed \$1,637,400, with program narrative update.

Transitional Living (TLC) – Board requested budget increase in the amount of \$7,000 for the Board to share in cost of the facility’s boiler. Contract not to exceed \$1,904,043 with program narrative update.

Ms. Hacker motioned to approve the Transitional Living Contract Modification and Program Narrative. Ms. Stanton seconded the motion. Mr. Mays abstained. The vote carried the motion.

Pastor Bailey motioned to approve the Contract Modifications and Program Narratives. Rev. Cummings seconded the motion for all other provider contract modifications. The vote carried the motion.

5.03 **FY20 Provider Audit Recap**

Per the BCMHARS Board and Ohio Revised Code, there is a required final annual audit of the providers. All providers met the requirements except Beckett Springs. Beckett Springs received an exemption/waiver from the Ohio Mental Health and Addiction Services Department.

Rev. Smith motioned to approve the FY20 Provider Audit Recap. Ms. Stanton seconded the motion. The vote carried the motion.

5.04 **Salary Increases – Cost of Living and Incentives – Federal Grant Salary Impact**

The Board staff are routinely evaluated for salary increases in June. Due to COVID-19 and the 2020 levy, it was recommended by the Board to delay these increases for six months. Dr. Rasmus requested that the Board endorse a 2% salary, cost of living and 2% incentive which matches the county request for increase. This will not be retroactive.

Rev. Cummings motioned to approve the salary increases and cost of living incentives. Ms. Stanton seconded the motion. The vote carried the motion.

5.05 Position Descriptions

The Director of Special Projects job description currently does not have a salary range. Dr. Rasmus requested that the Board endorse the salary range in the amount of \$54,560.35 to \$73,656.47.

Due to the recent grants, the job descriptions of Associate Director of Addiction Services, and Director of Special Projects have been updated and expanded. Included but not listed here is the Director of Alcohol and Drug Addiction Services (ADAS) position whose job description was not updated. Dr. Rasmus requested that the Board endorse addiction salary increases for these positions with the Executive Director staying with the Board endorsed salary ranges. The offset of these salary increases are absorbed by the new and federal grants.

Ms. Hacker motioned to approve the salary range of the Director of Special Projects. Ms. Stanton seconded the motion. The vote carried the motion.

Mr. Mays motioned to approve the position descriptions. Rev. Smith seconded the motion. The vote carried the motion.

5.06 Board Self-Evaluation Update

The Board self-assessment was recently reviewed and updated. It will be uploaded in Survey Monkey and sent out to the Board members to fill out and provide comments.

5.07 Talawanda School District HRSA Contract

The Talawanda school district is the fiscal agent for the Coalition for a Healthy Community in the Oxford area, which is the project for the rural communities grant for the Oxford area. The coalition will be taking on the prevention work. It is in the amount of \$72,250 from February 1 through August 31, 2021

Ms. McKinney motioned to approve the Talawanda School District HRSA Contract. Mr. Tucker seconded the motion. The vote carried the motion.

5.08 Miami University Agreement

The OVC (Office of Victims of Crime) is from February 1st to September 30th, 2021 in the amount of \$10,000. The COSSAP (Comprehensive Opiate Stimulant Substance Abuse Program) is from February 1st to September 30th, 2021 in the amount of \$20,000. Both agreements are in partnership with Miami University as the evaluator on the federal

grants. The agreements are a continuation of the same tracking data, outcomes and evaluating projects to assist in applying for future funds, support sustainability of projects and demonstrating effectiveness of services for future sustainability.

Mr. Mays motioned to approve the COSSAP Miami University Agreement. Ms. Hacker seconded the motion. The vote carried the motion.

Mr. Tucker motioned to approve the OVC Miami University Agreement. Mr. Swigonski seconded the motion. The vote carried the motion.

5.13 State Hospital Report

Mr. Fourman reviewed the December State Hospital Report. There have been 4 civil beds and 12 forensic beds budgeted. For the month of December there were 22 forensic beds and 1 civil bed used. Year to date, the average is 1 civil bed and 16.2 forensic beds.

5.14 Vouchers and Payments Made by Direct Deduction

Mr. Rhodus discussed the current voucher approvals and direct deductions.

Mr. Tucker motioned to approve the Vouchers and Payments Made by Direct Deduction. Mr. Mays seconded the motion. The vote carried the motion.

6. Guest and Board Comments

6.01 Guest/Board Comments

7. Adjournment

The next board meeting will be on Wednesday, February 17th at 6:00 p.m. via Webex unless Dr. Rasmus indicates the need to change this date and time.