



Butler County Mental Health & Addiction Recovery Services Board

Board Meeting Minutes Wednesday, September 22nd, 2021 Board Meeting

The Butler County Mental Health and Addiction Recovery Services Board held its Board meeting on Wednesday, September 22nd, 2021 at 6:00 p.m. at the Board office located at 5963 Boymel Drive in Fairfield, Ohio and 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; Tara D'Epifanio; Lonnie Tucker, CHE, CSW; Father Michael Pucke; Christine Hacker (via Webex), MSN; Mathew Himm; Kim McKinney, BSN, RN; Rev. Suzanne LeVesconte; Rev. Gary Smith; David Swigonski; Richard Bement; 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
Alyssa Louagie, NAMI
Rachel Costello, Sojourner
Jillane Holland, Transitional Living
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 Update

Dr. Rasmus gave a COVID update, including the most up-to-date epidemiology report. The ADAMHS (Alcohol Drug Addiction and Mental Health Services) Boards COVID survey was reviewed.

Mr. Bement motioned to support Dr. Rasmus' efforts to contact OACBHA and the State to petition for Hybrid Board (teleconference & live) meetings. Pastor Bailey seconded the motion. The vote carried the motion.

- B. Board Member Appreciation
Dr. Rasmus announced that it was board appreciation night. There was Fairfield Pizza, pasta, chips, cookies and beverages. He is grateful for the hard work and support received during COVID during this past year.
- C. Board Development Committee Update
There is an opening on the Board for a state appointment. An ad hoc committee meeting date is still needed. There are currently five candidates.
- D. Crisis Stabilization Unit Update
Dr. Rasmus has been following the process that was presented at the June board meeting. There are 8 focus groups: SUM (System Unification), judicial, hospital, clergy, NAMI/consumer, provider, law enforcement/fire department, and community. They have already had their first meetings and are halfway through their second meetings. Minutes will be available in the October Board meeting. Advisory committee members will be identified from each group. The goal is to have the proposal by January, the RFP (Request For Proposals) process done in March, and a provider identified and awarded in April. Target date will be to open at the end of 2023, early 2024.
- E. NAMI Walk
NAMI (National Association for the Mentally Ill) has their biggest fund raiser on Saturday, October 9th at 10:00 am, a 5K at the Fitton Center. There will also be a virtual option for those who are uncomfortable with being in person. Registrations are still needed and they appreciate the support. There is a monetary target of \$63,000. They are currently at 57% towards their goal.
- F. Provider Correspondence
Big Brothers Big Sisters recognized the BCMHARS Board as a "Friend of the Agency." Dr. Rasmus attended their annual celebration on August 14th to accept the award.

Dr. Rasmus provided summaries of the following articles G - H:

- G. *Juul is fighting to keep its e-cigarettes on the U.S. market.* (2021, July 6). The New York Times - Breaking News, US News, World News and Videos. <https://everymedia.org/juul-is-fighting-to-keep-its-e-cigarettes-on-the-u-s-market/>

- H. Callahan, D. G. (2021, August 29). Social services make pitch for rescue dollars. *Journal-News*, pp. A1, A9
- I. Miscellaneous
Due to a recent opinion from the Ohio Supreme Court, each item on the Consent Agenda will now be voted on separately.

3. Consent Agenda

3.01 Consent Agenda Items

- A. June Executive Committee Meeting Minutes
- B. June Board Meeting Minutes
- C. September ARS Meeting Minutes
- D. September MH Meeting Minutes
- F. Organizational Chart

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 September – ARS Committee Meeting Review – Mat Himm

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

4.02 September – MH Committee Meeting Review – Kim McKinney

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

5. New Business

5.01 Financial Report

The July Financial Report (8.33% through the fiscal year) shows that the Board has budgeted \$17,951,282 and has collected \$8,363 which is .05% of its revenue so far. Year To Date Administration costs are \$151,296 with a budget of \$1,753,108. The Board has currently paid 9% of its budget. Current cash balance is \$19,084,818.42.

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

5.02 Board Provider Budget Revision Schedule

Dr. Rasmus reminded the Board that they approved the Budget Revision Schedule policy in September of 2020. Agencies that have a Fee for Service contract and/or subsidy funded grant(s) may request modifications for the budget/subsidy funded services or grant(s) in the months of October, January, March and April of the fiscal year for which the budget has been approved.

5.03 **SJO Kids, Inc. dba New Path Child & Family Solutions FY22 Contract**

Dr. Rasmus requested the Board to endorse the provider FY22 Fee for Service Contract.

Dr. Hunter motioned to approve the Fee for Service Contract. Mr. Mays seconded the motion. The vote carried the motion.

5.04 **Contract Modifications and AIPS**

Access Counseling – Board facilitated budget revision request to increase Harm Reduction Program by \$75,000 from Interact for Health Grant, making the total program amount \$85,000, with program narrative.

A Board facilitated budget revision request to increase MHCP (Mental Health Court Program) by \$13,577, funded by ALI336614, making the total program amount \$18,750.

New contract amount not to exceed \$1,111,090, with program narrative.

Beckett Springs – Board facilitated budget revision request to increase COVID-RSP program by \$47,057 funding from RSP FEMA grant, making the total program amount \$47,057. The spending period of this grant ends 10/24/21.

New contract amount not to exceed \$851,987, with program narrative.

Big Brothers Big Sisters – Board facilitated budget revision request to increase Big Futures program by \$15,000, funded by federal System of Care, making the total program amount \$82,500.

New contract amount not to exceed \$273,746, with program narrative.

Community Behavioral Health – Board facilitated budget revision request to increase allocation and modify Gambling Treatment Services to move funds to invoicing to support grant billing (increase of \$33,652 to total \$66,249).

New contract amount not to exceed \$3,392,174, with program narrative.

Sojourner Recovery – Board facilitated budget revision request to increase TAP (Treatment Alternative Program) \$50,000, funded by state 336422 funding, making the total program amount \$100,000.

Board facilitated budget revision request to increase allocation and modify Gambling Treatment Services to move funds to invoicing to support grant billing (increase of \$15,000 to total \$31,055).

New contract amount not to exceed \$1,632,763, with program narrative.

Transitional Living – Board facilitated budget revision request to increase Mental Health Court program by \$13,578 funded by ALI336614, making the total program amount \$18,750.

New contract amount not to exceed \$2,004,446, with program narrative.

Mr. Tucker motioned to approve the Fee for Service Provider Contracts. Mr. Himm seconded the motion. The vote carried the motion.

5.05 **Job Descriptions and Salary Ranges**

The receptionist/accounts payable staff member left at the end of April. There have been two BelFlex temporary service employees, which have not worked out. It has been decided that the position will be broken out into two positions, the receptionist and fiscal specialist, with two different salary ranges.

Jim Evans, the HR (Human Resources) subcontractor, has done a point factor analysis and Marion Rhodus has confirmed that both roles are in the budget. Interviews have already been scheduled.

Mr. Tucker motioned to approve the job descriptions and salary ranges. Pastor Bailey seconded the motion. The vote carried the motion.

5.06 **Boiler, AC and Sewer Pipe Repair Quotes at Northfair Ave Board Facility**

The North Fair Avenue building is about 25 years old. The boiler and AC unit needs to be replaced. The BCMHARS Board staff has received multiple quotes. Still, the most pressing and priority issue is the sewer pipe leaving the facility which has compromised the use and function of the property. The residents are now dispersed into the Sojourner residential network with some out of county. The only people on site are the food services staff. They provide meals for all the Sojourner residential facilities. A Porta Potty had to be brought in since the property sewer pipe has been compromised. Dr. Rasmus asked the board for \$122,000 in Board support to address these issues, for a worst case scenario. Our Board insurance is involved with a \$2,500 deductible. All the bids are being vetted, warranties identified, and past relationships consulted with regarding the appropriateness of bids and products. The BCMHARS Board staff will come back to the Board in October with the final contractor choices if everything is finalized.

Mother Suzanne motioned to approve the Boiler, AC, and Sewer Pipe Replacement and Repair and Dr. Rasmus's spending authority request. Pastor Bailey seconded the motion. The vote carried the motion.

5.07 **RHRC – Access Amendment to 2021 Grant**

In May, the Board approved the Regional Harm Reduction Collaborative grant in the amount of \$40,000. The award supported the purchase, outfitting and start-up costs of a vehicle. There are not any vans available for the cost that was originally budgeted due to the current market impacted by the pandemic. In discussion with the harm reduction

team, it was best indicated to allow them to use the \$40,000 in grant funds solely for the purchase of the vehicle. In the future, the SOR 2.0 year two funding could potentially be utilized for retrofitting, outfitting and start-up costs. This was a change of the language for just the purchase of the van from what was provided to the Board in the May, 2021 meeting.

Mr. Silvani motioned to approve the Access Regional Harm Reduction Collaborate 2021 Grant Amendment for the harm reduction van. Mother Suzanne seconded the motion. The vote carried the motion.

5.08 **FY22 Updated Community Plan**

Each Board is required to submit to (ODMHAS) Ohio Department of Mental Health and Addiction Services a Community Plan every two years. It is aligned with the Board Strategic Plan and the Community Health Improvement Plan that is done in collaboration with the health districts in Butler County. The BCMHARS Board Community Plan was submitted in August, 2021 for FY21. This is the yearly update.

Silvani motioned to approve the Updated Community Plan. Mr. Swiganski seconded the motion. The vote carried the motion.

5.09 **Health Officer Approval**

Per ORC 5122.01 and 5122.10, the Board offered the Health Officer training in over the Summer, which outlines the duties of a health officer in the State of Ohio. The Board must approve the list of health officer candidates that have successfully completed the training in order to provide crisis “holds” in Butler County.

Mr. Himm motioned to approve the Health Officer Approval list. Mr. Mays seconded the motion. The vote carried the motion.

5.10 **FCFC Support Grant Project**

Butler County Family and Children First will provide a stipend to Butler County Mental Health & Addiction Recovery Services Board for participation in the Caring Communities Workgroup at a rate of \$100 per meeting, with a maximum stipend amount of \$500. The document outlined the Board’s role in its involvement with this workgroup. Funding is contingent upon the Communities of Support grant.

Mr. Tucker motioned to approve the FCFC Support Grant Project. Mr. Silvani seconded the motion. The vote carried the motion.

5.11 **BJA Federal Grants Update**

The OVC and COSSAP subaward amendments for Miami University are to allocate year two of the OVC (\$10,000) and COSSAP (\$20,000) awards that the Board approved from FY21.

Additionally, an award for The Butler County Health District Agreement (BCHD) in the amount of \$100,000 is from October 1st, 2021 to September 30th, 2022 was needed. This agreement and funding supports a full time epidemiologist position who will create, maintain and manage a countywide data dashboard.

Ms. McKinney motioned to approve the COSSAP Agreement. Dr. Hunter seconded the motion. The vote carried the motion.

Mr. Tucker motioned to approve the Amendment MU OVC. Mr. Mays seconded the motion. The vote carried the motion.

Mr. Silvani motioned to approve the Amendment BCGHD COSSAP. Ms. McKinney seconded the motion. The vote carried the motion.

5.12 **Jan Pro Contract**

The FY22 Jan Pro Cleaning Contract from July 1st, 2021 to June 30th, 2022 for a monthly fee of \$1,774,43 totaling \$21,293.16 was presented for approval.

Mr. Silvani motioned to approve the Jan Pro Contract. Mother Suzanne seconded the motion. The vote carried the motion.

5.13 **OACBHA Week of Appreciation Mini-Grant Agreement**

OACBHA (Ohio Association of County Behavioral Health Authorities Board Association) is offering funding in the amount of \$1,500 in the form of mini-grants to local Boards to support and show appreciation to those who work directly with individuals struggling to overcome substance abuse disorders, particularly first responders and anyone who may experience burnout or secondary trauma as a result of their work with individuals with addiction. The BCMHARS Board supported the Hamilton Joes baseball team events for Board advertising especially in support of first responders and is also giving care packages of board games to the most active local fire departments.

Mr. Himm motioned to approve the OACBHA Week of Appreciation Mini-Grant Agreement. Mr. Silvani seconded the motion. The vote carried the motion.

5.14 **OOD Agreement and MOU**

The Opportunities for Ohioans with Disabilities Agreement and MOU is from October 1, 2021 until September 30, 2022. The BCMHARSB will share efforts to improve rehabilitation opportunities for individuals with a mental health diagnosis for the purpose of achieving employment, rehabilitation services and independence. The total amount will not exceed \$73,517.59.

Mr. Bement motioned to approve the OOD Agreement and MOU. Ms. McKinney seconded the motion. The vote carried the motion.

5.15 **YWCA Capital MOU Goodman Place Expansion**

The BCMHARSB has previously endorsed the YWCA with a capital MOU in March. A project number has now been added that needs the BCMHARSB endorsement and signoffs. The Board provides oversight for state funds (\$500,000) and the use of appropriate use of this facility. The YWCA provides the matching funds in support of this MOU. The Board provided no capital funds for this expansion.

Mr. Bement motioned to approve the Amended YWCA Capital MOU Goodman Place Expansion. Mr. Mays seconded the motion. The vote carried the motion.

5.16 **Board Self-Evaluation Review**

David Swigonski reviewed the June Survey Monkey Board Self-Assessment results. 10 out of the 17 board members answered the Survey Monkey. The BCMHARS new Vista worker, Troy Harper, created an excel spreadsheet to do running averages for each of the items/questions on the survey as well as indicating differences in current survey scores from cumulative totals for each of the questions in the survey.

5.17 **State Hospital Report**

Mr. Fourman reviewed the July and August State Hospital Report. There have been 4 civil beds and 12 forensic beds budgeted. For the month of July, there were 21 forensic beds and 2 civil beds used. For the month of August, there were 16 forensic beds and 3 civil beds used. Year to date, the average is 2.5 civil beds and 18.5 forensic beds.

5.18 **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. Silvani seconded the motion. The vote carried the motion.

8. Guest and Board Comments

8.01 **Guest/Board Comments**

The Board member retreat will potentially be the first or second week of November. A subcommittee (Dr. Hunter, Kim McKinney, Wayne Mays and Pat Deis-Gleeson) will convene to create the agenda which will include an ethics training portion and board discussion.

A survey will be sent via Survey Monkey to the Board members to see what they would like to see on the agenda, which will include the mission and vision statements, any thoughts and ideas.

Pastor Bailey would like it recognized that in the affirmative action section of SJO Kids, Inc.'s contract, a question was not answered.

9. Adjournment

The next board meeting will be on Wednesday, October 20th at 6:00 p.m.