



**Butler County  
Mental Health & Addiction  
Recovery Services Board**  
**Board Meeting Minutes**  
**February 17, 2016**

**1. CALL TO ORDER**

Board Vice President Barbara Desmond called the meeting to order.

**A. ROLL CALL**

Upon call of the roll the following Board members were present: Laura Amriott, Esq., Jennifer Carter, Patricia Deis-Gleeson, Christine Hacker, Benjamin Heroux, Dr. Theodore Hunter, Wayne Mays, Dr. Cricket Meehan, Patricia Irwin, Rev. Gary Smith, Deborah Stanton, David Swigonski, and Ken Willman.

Staff members present at the meeting were: Scott Ramus, PhD, LPCC-S, IMFT; Scott Fourman MS, LPCC-S, Marion Rhodus, MPA; Cassandra Kieseey, Esq.; Julie Payton, LISW-S, LICDC-CS, OCPH.

**B. RECOGNITION OF GUESTS**

Rhonda Freeze, Kathy Becker, Sheri Bartels, Tom Kelechi and Eric Cummings.

**C. AGENDA REVIEW**

No changes.

**D. PUBLIC COMMENTS ON THE AGENDA**

None.

**2. BOARD COMMUNICATIONS/ANNOUNCEMENTS**

**A. EXECUTIVE DIRECTOR REPORT**

Dr. Rasmus gave brief overview regarding current status of Continuity of Care legislation and upcoming timeline regarding the same (September 1<sup>st</sup>).

Reminded the Board of upcoming local and OACBHA events:

- Recovery Roundtable, Columbus
- 2016 Opiate Conference, Columbus
- ADAMH Peer and Family (Barbara Desmond presenting)

He informed the Board of a current effort underway to convene a West Chester/Liberty Township "Heroin Substance Abuse & Dual Disorder" May 2016 event . This event was held last year in West Chester, put together by Faith Alliance 3C. It was very successful.

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Gave the Board a status update of work and activities being done to get the word out about the upcoming Mental Health Renewal Levy:

- Early Voting has started
- Yard signs + larger sizes available for pick-up at the Board Office
- Secured 40+ 4' X 8' locations from previous levy sign sites & a local developer
- Social media PR spots are active and being monitored
- 30,000+ post cards recently sent out in 1<sup>st</sup> mailing
- Received Sheriff Jones' endorsement – will be included in 2<sup>nd</sup> mailing
- Reserving 300 signs for polling place placement
- Seeking volunteers on Election Day at polling places – contact Denise Boyd, BCMHARS Board Staff member

Dr. Rasmus advised the Board of positive, informational newspaper articles:

- Journal News 2/10/16: Former Bengal to Campaign for Butler County Levy
- Journal News by Denise Callahan: Butler County Mental Health Levy on March Ballot
- Journal News 2/09/16: Butler County Drug Drop Off Program Working

It was further reported that the Behavior Health/Medicaid redesign includes new rates, a multitude of coding revisions, a reduction in reimbursement for treatment and new formula used for payments. This will make it more difficult to attract physicians, especially since it has been 10-20 years since the last increase in Medicaid. Rates will be restructured in the future with Medicare being the primary payer and Medicaid being the payer of last resort – ultimately this transitional program redesign occurring 2016 – 2017 will be scraped and all will be under a managed care plan.

### **3. BOARD MINUTES**

#### **A. Executive Committee meeting Minutes for 1/20/2016**

Ms. Gleason Motioned and Mr. Swignoski seconded the approval of the above mentioned Minutes. The vote carried the Motion.

#### **B. Board Meeting Minutes for 1/20/2016**

Ms. Amiott Motioned and Ms. Stanton seconded the approval of the above mentioned minutes. The vote carried the Motion.

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**4. NEW BUSINESS**

**A. State Hospital Update - Information**

Bed count during month of February was one less than the county's 3 year average. The state hospital system is down to single digit bed availability on some days indicating the seriousness of statewide bed capacity.

**B. December 2015 Financial Report**

Mr. Rhodus reported that Board Administrative costs are slightly under budget. Cost associated with the county tax levy collections are listed on the bottom section of the last page. The overall year-to-date budget equals approximately 31%.

Mr. Swigosnski inquired about data on bottom of page 3 pertaining to 129% assessment from the Butler County Auditor.

Mr. Rhodus explained that amount is due to TIFFs that are in place with Liberty Center complex. The county made error with TIFF calculation and rate had to be revised effecting how much of the Board's levy funds are allocated to the county.

Dr. Willman Motioned and Ms. Hacker seconded the approval of the Financial Report. The vote carried the Motion.

**C. Annual Provide Financial Audit Update**

Mr. Rhodus provided update an of all the contract providers Annual CPA Audits. He explained four providers needed extensions and all four providers have complied. Still a two tier audit is necessary for Sojourner who doesn't have their appropriate A-133 audit. Sojourner has recognized this oversight and will comply in timely manner.

Dr. Willman Motioned and Ms. Hacker seconded the approval of the Financial Report. The vote carried the Motion.

**D. St. Aloysius Budget Revision**

Dr. Rasmus explained this agency manages the hotline call center, coordinates services for ex-offender programs, etc. They are requesting to revise budget/appropriations for additional Cincinnati Bell services, finalize FY15 ex-offender grant carryover funds and various FY16 grant revisions.

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Ms. Staton Motioned approval to reduce the St. Aloysius annual FY16 budget in the amount of \$34,113.28 and Dr. Hunter seconded the approval of the St. Aloysius budget. The vote carried the Motion.

**E. Agreement for Legal Service Contract with County Prosecutor and Commissioners**

Dr. Rasmus advised Board this contract is a continuation of services but includes revisions to include the Board's name change, adds a 27<sup>th</sup> pay in 2016, adds an additional salary cost (5% or \$5,000) newly identified by the prosecutor's office, which equals a total increase of 11%.

Mr. Heroux, Mr. Swigonski, and Dr. Willman inquired about some of the fees and other expenses listed in the contract.

Mr. Rhodus and Dr. Rasmus explained those costs due to some mileage reimbursement pertaining to continuing education credits and employee benefits.

Mr. Swigonski Motioned and Dr. Willman seconded the approval of the contract with the county Prosecutor and Commissioner's. The vote carried the Motion.

**F. Board Budget Revision Limit Policy**

Dr. Rasmus said in the past, the Board would only permit Budget revisions during the first six months of the year (BCADAS) and in September/October & April (BCMHB) but due to the uncertainty with the Medicaid/Behavioral Health Redesign the Board supported the suspension of that policy for FY 2017 only.

There was ongoing discussion regarding the pros and cons of making this adjustment. Ms. Irwin commented she understood the circumstance but strongly recommends that if this is approved, to suspend the rule for one year then reinstate the previous timeline.

Ms. Amriott Motioned to approve temporary suspension of the Board's budget Revision Policy for FY2017 only and Ms. Carter seconded. The vote carried the Motion.

**G. Belflex Temporary Services Contract**

Dr. Rasmus stated this employee service contract is needed to provide temporary staff to cover clerical and support staff duties including preparing and taking care of Board business. This support staff person would primarily be taking over Ms. Reckner's previous duties. The contract is for maximum of 520 hours. If the Board approves this contract, the staff will begin interviewing tomorrow for the position.

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Several Board members sought clarification of hours compared to number of work days, fees assessed if the Board hires a successful candidate.

Mr. Rhodus and Dr. Rasmus advised they will be interviewing only qualified candidates (degreed and with experience). It was noted that the first eight days equal a “free trial period” from the temporary service but there is a hiring fee the Board would have to pay if it hires a temporary worker prior to the completion of the 520 hours timeframe.

Ms. Gleeson Motioned and Ms. Hacker seconded the approval of a temporary staffing agreement with Belfex. The vote carried the Motion.

**H. King Consultation Services Contract**

Dr. Rasmus reported this contract is for services of Kim Grimes, CPA who has comprehensive knowledge of budgets pertaining to specialized programs and grants.

Mr. Rhodus further explained she has a very good working knowledge of new auditing guidelines at both Federal and State levels. This contract will provide 3<sup>rd</sup> party accounting input and information to promote performance based budgeting for a variety of key Board programs.

Mr. Heroux asked if this contract was related to the previous legislation pertaining to suspension of the Board’s budget revision policy.

Dr. Rasmus responded that it is not specifically related to that Motion but due to the complex nature of Medicaid and proposed changes, that potential exists.

Ms. Amiott Motioned and Ms. Irwin seconded the approval of a contract with King Consultation Services. The vote carried the Motion.

**I. Hickman and Lowder Company Contract Extension**

Dr. Rasmus requested that the Board increase this contract from the previous Board meeting that will support the continued integration of previous BCMHB and BCADAS contracts into one Board contract as well as provide some additional consultation dollars (if needed) in FY2016.

He further reported he extended the previous contracting amount from \$5,200 to \$10,000 to prevent any contracting changes in the future.

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Ms. Amiott commented on the expertise of attorney Frank Hickman in supporting the BCMHB in contract revisions in the past.

Ms. Amiott Motioned and Ms. Gleeson seconded the approval of a contract with Hickman and Lowder Company. The vote carried the Motion.

**J. Use of Resolutions Facility for ADAS-Information**

Ms. Payton reported this site remains a work-in-progress as a possible alternate location to provide additional drug treatment services at an economical cost.

**K. Board Self-Evaluation Process**

Dr. Rasmus said due to new Culture of Quality (COQ) standards developed by our Board Association, the Board is required to conduct a self-evaluation on a regular basis. The BCADAS Board conducted those monthly in the past but the Mental Health Board did it annually.

The Board conducted a lengthy review of past and present practices, talked about options to distribute the evaluations, the frequency, logistics, etc. Overall, the Board members recommended combining the ADAS and Mental Health Board previous evaluations.

It was decided this process needed additional consideration before establishing a standardized evaluation process and timeline.

Dr. Willman will take the above discussion to the Executive Committee and return next month with a draft procedure/form for the Board to consider.

**L. Voucher Approval and Payments Made by Direct Deduction**

Approval of payments made by Butler County Mental Health and Addictions Recovery Services Board for January 2016 were presented.

Mr. Heroux Motioned and Ms. Hacker seconded the approval to approve all vouchers and payments by direct deduction by Butler County for January 2016. The vote carried the Motion.

**5. GUEST AND BOARD COMMENTS**

Board Vice, President Barbara Desmond extended her compliments to the Board for coming together and recognized the representatives of county agencies for sending various people to Butler County Mental Health and Addiction Services Board Meetings. She encouraged

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Board members to seek out Facebook likes in support of the mental health levy as well as encouraged the planting of yard signs in the community, keep levy flyers/fact sheets in ones car to handout, and to wear levy promotional stickers. Finally, she reminded everyone about the Levy results “watch party” that will be at the Board office on 3/15 starting at 8:00 p.m.

**6. ADJOURNMENT**

Ms. Hacker Motioned and Rev. Smith seconded. The vote carried the Motion. Meeting adjourned at 7:25 p.m.