



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

**Board Meeting  
March 16, 2016**

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The Butler County Mental and Addiction Recovery Services Board held its monthly Board meeting on Wednesday, March 16, 2016, at 6:00 PM at the Board offices located at 5963 Boymel Drive in Fairfield, Ohio.

**1. CALL TO ORDER**

Board President Vivian Crooks called the meeting to order.

**A. ROLL CALL**

Upon call of the roll the following Board members were present: Vivian Crooks, Barbara Desmond, Christine Hacker, Benjamin Heroux, Patricia Irwin, Wayne Mays, Dr. Cricket Meehan, Marianne Niese, Rev. Gary Smith, Debbie Stanton, David Swigonski, Lonnie Tucker, Patricia Deis-Gleeson, Dr. Theodore Hunter, Laura Amriott and Jennifer Carter

Board members not present were: Dr. Ken Willman.

Staff members present at the meeting were: Scott Rasmus, PhD, LPCC-S, IMFT; Scott Fourman, MS, LPCC-S, Marion Rhodus, MPA; Cassandra Kiesey, Esq.; Julie Payton, LISW-S, LICDC-CS, OCPSII; Ellen Harvey, MSW, LISW-S and Nikki Sandor.

**B. RECOGNITION OF GUESTS**

Guests present at the meeting were: Deanna Proctor, Chief Executive Officer for Access Counseling Services; Katherine A. Becker, Chief Executive Officer for Transitional Living, Inc.; Bill Staler, Chief Executive Officer for LifeSpan, Inc.; Lauren Marsh, Director of the Butler County Coalition; Eric Cummins, Chief Executive Officer for St. Joseph Orphanage; Sharon Bartels, Chief Administrative Officer for Transitional Living, Inc.; Nikki Boberg, Associate Director for Talbert House; Christa Carnahan, Residence Director for the YWCA of Hamilton; Tom Kelechi, Chief Executive Officer, Envision Partnerships; Dr. Quinton E. Moss, Modern Psychiatry and Wellness and Carrie Parsell, Clinical Director, St. Joseph's Orphanage.

**C. AGENDA REVIEW**

*-No changes.*

**D. PUBLIC COMMENTS: AGENDA**

*-No comments.*

## 2. BOARD COMMUNICATIONS/ANNOUNCEMENTS

Dr. Rasmus presented 4 correspondences to the Board. The first correspondence was from St. Aloysius, dated March 1, 2016, in regards to the closing all adult programming at Community Counseling & Crisis Center (CCCC) and the Forensic and Mental Health Services (FMHS) Agencies. Dr. Jenny O' Donnell is considering opening a non-profit forensic center in Butler County. A meeting with all of the providers will be scheduled by the Board the morning of March 22, 2016 to discuss the transition of these clients. The second correspondence was again from St. Aloysius, dated March 3, 2016, stating that Joan M. Tumblison, former Interim CEO, COO and Corporate Counsel of St. Aloysius Orphanage and Thomas P. Gathof, former CFO of St. Aloysius Orphanage will be leaving their positions at St. Aloysius Orphanage as of March 31, 2016. The third correspondence was from Ohio MHAS, dated March 3, 2016, stating that the Forensic Evaluation Service Center of St. Aloysius will be ceasing operations as of June 30, 2016. The fourth correspondence was from the Talbert House, dated March 4, 2016, thanking BCMHS Board for providing 100 stress balls to be given out to Madison Jr./Sr. High School in light of the recent shooting.

### Executive Director Report

Dr. Rasmus provided his Executive Director report to the Board. He thanked all Board members, staff and volunteers for the efforts put forth towards the Issue 5 MH Levy. The levy passed on Tuesday, March 15, 2016 with 71.74% of voters **FOR** the levy and 28.26% of voters **AGAINST**.

Dr. Rasmus discussed the changes in the Behavioral Health Redesign:

- EMM Code changes have been moved back to January 1, 2017
- First opportunity to transition to the new billing codes will be January 1, 2017
- Final opportunity to transition to the new billing codes will be July 1, 2017
- Date for Medicaid to activate Medicare exits moves to January 1, 2017
- Need to identify rendering provider when billing remains the same July 1, 2017
- 915 waiver spend down stays the same July 1, 2016
- NEW - Different rates for independently licensed and dependently licensed professionals with independently licensed professionals having a slightly higher rate

It was noted that ODMHAS Director, Tracy Plouck will be at the next board meeting on April 20, 2016 to present on what happened to the Ohio state line item 507 money, ending last fiscal year.

Dr. Rasmus spoke with Wes Rutherford at a Hamilton Chamber meeting in regards to a medical marijuana update. Wes Rutherford explained that there is a state multi-disciplinary committee made up of legislators, providers, boards, research entities, etc. that is looking into medical marijuana issue right now. The committee is planning to complete their work over the next couple of months and provide some recommendations to the legislature.

Dr. Rasmus presented the following articles that Board members might find interesting:

He presented a Medical Daily article, "*The Most Addictive Drug: Substance Abuse Ranked By Chemical and Societal Effects*", from March 8, 2016.

He presented a Health Day article, *“Pot Smokers May Face 5 Times Greater Risk of Alcohol Abuse”*, from March 8, 2016.

He presented a Roll Call article, *“Amid Crisis, Senate Bill Seeks Boost Access to Mental Health Care”*, from March 9, 2016.

He presented a Good Magazine article, *“Researchers Prove That Depression Affects Your Body on a Cellular Level”*, from March 7, 2016.

He presented a Journal News article, *“Butler County Officials Call Mental Health Levy Passage ‘Imperative’ ”*, from March 10, 2016.

**3. BOARD MINUTES**

- A. Addiction Recovery Services Committee Minutes March 8, 2016
- B. Mental Health Program Committee Minutes March 9, 2016
- C. Executive Committee Meeting Minutes February 17, 2016
- D. Mental Health and Addiction Recovery Services Board Meeting Minutes February 17, 2016

**Ms. Stanton motioned to approve the four above mentioned Meeting Minutes. Ms. Amriott seconded the motion. The vote carried the motion.**

**4. ADDICTION RECOVERY SERVICES COMMITTEE**

Mr. Swigonski talked about the CEBP Proposal and that a contract has been drawn up and needs a motion to be approved for \$19,000.00. He also noted that the business plan is being sent out to community stakeholders to get feedback. Mr. Swigonski stated that Dr. Willman will be discussing with and taking the ROSC Analysis to stakeholders. Mr. Swigonski mentioned the upcoming OACHBA events and Dr. Rasmus noted that there a few slots available if any Board member are interested in attending.

**5. MENTAL HEALTH PROGRAM COMMITTEE**

Mr. Mays asked if there were any questions in regards to the referenced Mental Health Program Committee minutes from the March 9<sup>th</sup> meeting. No questions were asked.

**6. NEW BUSINESS**

**A. January 2016 Monthly Financial Reports**

Mr. Rhodus discussed the BCMhARS reporting for the month of January (year to date). He noted that we are 58% of the way through our fiscal year and that our year to date revenue is \$3,310,831.00 (27%). Year to date the Board Operating expenditures are at 58.2%. Year to date we have spent 44.7% of our contract expenditures.

**Ms. Hacker motioned to approve the January 2016 monthly financial reports. Ms. Desmond seconded the motion. The vote carried the motion.**

**B. Update of Sojourner Financial Audit**

Mr. Rhodus reported that Sojourner has complied with everything as requested.

### C. Subsidy Audit Report

Ms. Harvey explained that a provider must have an overall 80% approval score to pass the audit. If they are under 80% a plan of correction and a second audit are required. The following four agencies required a second audit:

- Butler Behavioral Health Services, Inc.
- Catholic Charities
- Community Behavioral Health, Inc.
- Talbert House/Union Day School

Ms. Harvey noted the following issues:

- Community Behavioral Health Services, Inc. had computer problems
- Catholic Charities did not have valid Individual Service Plans (ISPs)
- Talbert House had software issues

Paybacks resulted in a total of \$59,188.48 so far in FY2016

Ms. Harvey requested that the Board forgive the payback from Access Counseling Services being that this is their first audit.

Mr. Rhodus noted that Form 100, client application for Board Subsidy/Non-Medicaid funds, is only being audited to ensure it has been filled out completely at this time. In FY 2017, Form 100 will be audited to ensure it is filled out completely and accurately which requires a higher level of correctness.

**Ms. Amriott moved to approve the request to forgive Access Counseling Services' payback. Ms. Carter seconded the motion. The vote carried the motion.**

### D. FY 2017 Fee for Service Contract

Dr. Rasmus stated that the Board has worked very hard to integrate the old Butler County Mental Health Board and the old Addiction Recovery Services Board contract. He noted that a letter has gone out to all providers to make them aware of the substantial changes in the contract. Changes include, without limitation:

1. Definition of Board being a Payer of Last Resort and its implications for providers
2. General eligibility requirements for services including client residence and financial eligibility as well as provider responsibility requirements.
3. Impact of OAC 5122-28-03 and new continuum of care requirements.
4. Pharmacy Management section related to Alcohol & Other Drugs (AOD)
5. Behavioral Health Module Data requirements for AOD providers
6. The Board's New integrated Sliding Fee Scale
7. Notice of Merger, Consolidation, or Change in Organizational/Corporate Structure of Provider requirements
8. Quality Assurance and Utilization Review section update
9. Duty to Bill Section regarding provider's usual and customary rates
10. Board's payment schedule for both grants and fee for service claims including all invoices must be submitted through the Board's GOSH portal
11. Deadline and appropriateness of claims and invoices for submittal after the end of the Fiscal Year

12. Update of the audit protocol

Mr. Rhodus reported in a past Stakeholder’s Assistance Review for the BCMHB, he was told by our state auditor that our Board Assurances were weak in the area of correspondences to support the provider’s services. Providers will now receive in their contracts the Agreement and Assurance Statement required by the state of Ohio for receipt of Federal Funds. The providers will now be required to provide the same documentation that the Board is required to endorse by the Federal government.

**Mr. Tucker moved to approve the FY 2017 Fee for Service Contract. Ms. Deis-Gleeson seconded the motion. The vote carried the motion.**

**E. ADAS Adolescent Fund Reallocation**

Ms. Payton proposed a modification to the allocation/appropriation budget for the current fiscal year in Fund 0400, also known as the Alcohol, Drug Addiction Services Fund. The changes she is requesting approval for is as follows:

1. An increase by \$3,336 to the Opportunities for Ohioans with Disabilities (OOD). These funds were identified as unused state medication allocation.
2. Unused State 507 funds, in the amount of \$13,658.47, were unused and permitted to be carried over into SFY 2016. It had been estimated to be \$15,000.00.
  - a. These funds will in part be used for the SAFE program requiring \$10,432.68 for this year which is a program provided by Community Behavioral Health.
  - b. The balance of this funding will remain for the Opiate Task Force.
3. Sojourner Center does not have the demand for the original allocation to support adolescent services so \$45,000 will be reallocated in the following manner:
  - a. \$5,000.00 - Talbert House to go towards Adolescent Residential
  - b. \$20,000.00 - Big Brothers Big Sisters to provide an additional amount of matching funds for 20 mentor – adolescent matches.
  - c. \$20,000.00 - Envision Partnerships for Prevention services
4. An existing donation by the Hamilton Foundation of \$3,200.00 requires an appropriation to support heroin related issues specifically.
5. A minor adjustment to realign the State medication dollars of \$3,336.00 was reallocated to the OOD line item.

**Ms. Deis-Gleeson moved to approve the ADAS Adolescent Fund Reallocation. Mr. Tucker seconded the motion. The vote carried the motion.**

**F. CEBP Contract**

Dr. Rasmus noted that we have been working with Case Western Reserve University to look at how we can serve dual eligible clients with mental health and addiction issues. We elicited the consultation and support of Deb Meyers at the Center for Evidence Based Practices to assist us. The proposed contract of \$19,000.00 is to cover the cost of the services listed in Attachment A. An evaluation will be made after the first three steps of the proposal has been completed to determine if we would like to move forward after reviewing how these steps were addressed.

**Ms. Desmond moved to approve the CEBP Contract. Mr. Heroux seconded the motion. The vote carried the motion.**

**G. Couch Contract**

Dr. Rasmus created a contract with Couch Brothers Lawn Maintenance and Landscaping to maintain the property at North Fair Ave.

**Ms. Stanton moved to approve the Couch Contract. Mr. Swigonski seconded the motion. The vote carried the motion.**

**H. Subsidy Audit Protocol**

Dr. Rasmus explained that the Subsidy Audit Protocol has integrated the Mental Health and the Addiction Recovery Services processes. Moving forward, any further FY 2016 Audits will be skipped and the FY 2017 audits will begin in October/November of 2016 focusing on claims starting in July, 2016. Provider current number of claims being audited will be reduced by half. If the provider does not pass the first audit, a fiscal penalty will be levied on the provider, and a second audit will be required later in the fiscal year. Still, all providers including the ADAS providers will be audited but given a grace period for any financial penalties in FY2017. Training on these new processes will be provided later in the year.

**Ms. Stanton moved to approve the Couch Contract. Mr. Swigonski seconded the motion. The vote carried the motion.**

**I. State Hospital Report Board Evaluation**

Mr. Fourman updated the board on the State Hospital Report indicating that we are scheduled for 6 civil beds a day and 12 forensic beds a day this fiscal year. On average in the month of February we had 6 civil beds and 11 forensic beds a day. Year to date we are 5.7 civil beds and up to 14.5 forensic beds. The 3 year average has increased from 10,372 to 12,407.

**J. Board Evaluation**

Dr. Willman combined the two existing board evaluations to come up with a new integrated evaluation. The Executive Committee recommended bringing to the board for approval. The notion is to complete this on a monthly basis. Dr. Willman will then review all surveys, organize the data, provide a monthly report of the findings and bring them to the Board to discuss at the following meeting.

**Mr. Heroux moved to approve the new integrated Board Evaluation. Ms. Stanton seconded the motion. The vote carried the motion.**

**K. Safe Family Group Program**

Ms. Payton noted that the Butler County Opiate Task Force has recommended family support groups for individuals who have family members struggling with addiction or in recovery (primarily opiate addiction). She proposed that \$10,192.00 be allocated to Community Behavioral Health to provide two weekly support groups. Ms. Payton indicated that there was \$13,658.47 of Hot Spot money that went unused and it is being proposed that the \$10,192.00 come from these funds. The rest of the unused funds will be given to the Opiate Task Force.

**Mr. Tucker moved to approve the Safe Family Group Program. Rev. Smith seconded the motion. The vote carried the motion.**

**L. Travel Expense Reimbursement Form**

The auditor’s office found inconsistencies with the Travel Expense Reimbursement Forms. The documents were sent to Jim Evans and Associates, HR Contractor, to integrate the two existing documents and to correct all inconsistencies.

**Ms. Hacker moved to approve the Safe Family Group Program. Ms. Stanton seconded the motion. The vote carried the motion.**

**M. Board Smoking Policy**

Butler County Commissioners have imposed a smoking policy for all health insurance carriers. The policy states that if you are a non-smoker you will receive a discount in your monthly premium. In order to police this policy, the County created another policy allowing them to do random nicotine tests. The BCMhARS Board hired Jim Evans and Associates, HR Contractor, to develop a Board Smoking Policy to be in line with the county’s policy.

**Ms. Carter moved to approve the Board Smoking Policy. Dr. Hunter seconded the motion. The vote carried the motion.**

**N. Voucher Approval & Payments Made by Direct Deduction**

**Voucher Approval:**

9/3/15, 12/2/15, 12/9/15, 12/13/15, 12/20/15, 12/28/15, 12/29/15, 1/1/16, 1/11/16, 1/12/16, 1/16/16, 1/21/16, 1/22/16, 1/23/16, 1/25/16, 1/26/16, 1/27/16, 1/28/16, 1/29/16, 1/31/16, 2/1/16, 2/2/16, 2/3/16, 2/4/16, 2/5/16, 2/8/16, 2/9/16, 2/10/16, 2/11/16, 2/12/16, 2/13/16, 2/15/16, 2/16/16, 2/17/16, 2/18/16, 2/21/16, 2/22/16, 2/23/16, 2/24/16, 2/25/16, 2/26/16, and 2/29/16

**Payments made by Butler County by Direct Deduction for MH & ADAS Funds:**

10/7/15, 10/14/15, 10/15/15, 10/20/15, 10/22/15, 10/23/15, 10/26/15, 10/27/15, 10/28/15, 11/2/15, 11/3/15, 11/4/15

**8. GUEST & BOARD MEMBER COMMENTS**

Ms. Becker thanked Dr. Rasmus for his presentation at the Attorney General’s Office and thanked Mr. Fourman for introducing her, years ago, to law enforcement which has encouraged her work today.

Mr. Kelechi from Envision Partnerships noted that Lori Higgins and Christine Evely were picked to present at a Gambling Conference.

Ms. Amiott welcomed Nikki Sandor to the Board.

Ms. Desmond thanked all Board members and staff for their efforts with the passing of the Levy.

**9. ADJOURNMENT**

Respectfully submitted,

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**Vivian Crooks,  
Board President**