The Butler County Mental Health and Addiction Recovery Services Board held its monthly Board meeting on Wednesday, January 16, 2019 at 6:00 PM at the Board office located at 5963 Boymel Drive in Fairfield, Ohio.

Board President Wayne Mays called the meeting to order.

Upon the call of the roll the following Board members were present: Laura Amiott, Richard Bement, Pat Deis-Gleeson, Rubina Dosani, Christine Hacker, Mat Himm, Wayne Mays, Kim McKinney, Dr. Cricket Meehan, Reverend Gary Smith, Debbie Stanton, Dave Swigonski and Lonnie Tucker.

Staff members present at the meeting were: Scott Fourman, LPCC-S; Cassie Kiesey, Esq.; Tiffany Lombardo, MA, LSW-S, LICDC-CS; Scott Rasmus, PhD, LPCC-S, IMFT; Marion Rhodus, MPA, Martina Weber, LSW and Dawn Michael.

**Recognition of Guest:**
- Deanna Proctor, Access Counseling
- Pauline Edwards, Access Counseling
- Kathy Becker, Access Counseling
- Vanesse Eley, Fairfield Township Police Department
- Wendy L. Waters-Connell, YWCA Hamilton
- Sharon Perry, Access Counseling
- Karen Swedersky, St. Aloysius
- Christa Carnahan, YWCA
- Alyssa Louagie, NAMI Butler County
- Sharon Bartels, Transitional Living
- Brandy Desenberg, St. Joseph Orphanage
- Maria Laib, Sojourner Recovery Services
- Kelly Kalb, Community Health Alliance
- Ryan Rice, St. Aloysius
- Honorable James Sherron, Middletown Municipal Court
- Honorable Dan Haughey, Area III Court
- Lori Higgins, Envision Partnership
- Carolyn Winslow, Big Brothers Big Sisters
- Brandy Slavens, Access Counseling

**Agenda Review**
- *No changes*

**Public Comments: Agenda**
- *No comments*
1. Presentation
   a. Mental Health Court Grant Update – The presentation included a combination of
      speakers: Kathy Becker with Access Counseling, Officer Vanesse Eley with Fairfield
      Township Police Department, Judge James Sherron and Judge Dan Haughey who
      provided the history of their accomplishments and involvement with the Mental Health
      Court Grant.

2. Board Communications & Announcements
   a. Executive Director Report
      i. Board Personnel Update
         Dr. Rasmus shared an update on the Board’s personnel indicating that the Board’s
         Nikki Sandor left the Board in December to pursue another position. He shared that
         the recruiting process for the Director of ADAS and Executive Assistant positions are
         under way. Tiffany Lombardo has been promoted from Director of ADAS to the
         Associate Executive Director of ADAS and Martina Weber started with the Board on
         January 7th and is the COAP Coordinator for the Board. Her position focuses on opioid
         related prevention.
      ii. ODMHAS Has New Director
          Dr. Rasmus shared that Director Clark left ODMHAS last summer and with her
          leaving, Dr. Hurst the medical director had filled in temporarily. The new
          Director for ODMHAS is Lori Cris and starts February 1st.
      iii. BH Redesign/Managed Care Carve in Update
          Dr. Rasmus indicated that at the BH Redesign meeting this morning highlighted
          that are providers are still facing a number of billing issues with the BH
          Redesign/Managed Care Carve In.
      iv. SOR Funding Update
          There is a meeting Friday regarding finalizing the SORS Funding application,
          since it is due January 25th. One of the projects that is slated to be funded by the
          SORS funds is a Syringe Exchange Blood Borne Pathogen project that spans
          Brown, Butler and Clermont counties. We are looking at identifying a project
          coordinator to expand and enhance these services. We have targeted about
          $475,000 over one year’s time in this multi-county program and some Butler
          county only programs.
      v. Board Needs Assessment & 3 Year Strategic Plan Update 2019-2021
          There has been a delay with payment and start up from Brown Consulting, Inc, our
          Strategic Plan consultant. They are actively working on our plan and it is scheduled
          to be completed no later than March.
          Disease Prevention Program (Fairfield, OH)
          The new location will be in Fairfield, which is the second site in Butler County.
          Middletown, OH was the first. There has only been 2 public meetings thus far
          with 3 people attending. Five total public meetings are scheduled.
Dr. Rasmus shared that the visit took place at the Butler County jail and had some very good discussions with a number of stakeholders including the sheriff’s staff, judges, a county commission, Hamilton mayor, the coroner, county health commissioner, Board staff and provider system. All of the providers that received 21st Century CURES funds were able to attend.

viii. **Dr. Beth Darnall Visit – February 4 & 5**
Dr. Darnall will be presenting a Behavioral Medicine workshop on February 5th at the Board office. She will be offering additional training on February 4th for physicians and hospital staff at Mercy Fairfield Hospital and Fort Hamilton Hospital. Dr. Rasmus is working with ODMHAS to get this training endorsed as an approved training for the Board members.

ix. **Legislative Day – Tuesday, January 29, 2019**
Dr. Rasmus briefly went over the agenda for the day.

x. **Board Retreat Update – Target April 30, 2019**
The Board Retreat is targeted for April 30th and will be in the afternoon with Dr. Ben Ogles from Brigham Young University facilitating. He will also be hosting a training in the morning for providers. Dr. Rasmus is working with ODMHAS to get this training endorsed as an approved training for the Board members.

xi. **Journal News ED Column**
Dr. Rasmus shared that the new editor of the Journal News is Kyle Nagel. It has been petitioned to him for us to have a monthly Behavioral Health column to talk about behavioral health issues and he seems to be very approachable and interested.

xii. **Article: Dr. Oz: The best thing you can do for your mental health in 2019 is free**
*No comments*

xiii. **Oui Yogurt & Positive Affirmations**
*No comments*

3. **Consent Agenda**
   a. November Board meeting minutes
   b. November Executive Committee meeting minutes
   c. January ARS meeting minutes
   d. January MH meeting minutes

   *Ms. Dies-Gleeson motioned to approve the items in the consent agenda. Ms. McKinney seconded the motion. The vote carried the motion.*

4. **Review of Committee Meetings**
   a. **MH Committee**
      Ms. Hacker gave a brief update to the MH Committee meeting minutes
   b. **ARS Committee**
      Mr. Himm gave a brief update to the ARS Committee meeting minutes

5. **New Business**
   a. **October Financial Report**
      Mr. Rhodus provided an overview of the October financial reports. As of October the Board was 33% of the way through the fiscal year with 25% of revenues collected, 31% of administrative costs spent and 25% of expenses paid to providers.
Ms. Hacker motioned to approve the October Financial Reports. Mr. Swigonski seconded the motion. The vote carried the motion.

b. Provider Budget Modifications
Access Counseling – Board supported an increase of $25,000 and this agency was in compliance with the Board’s scorecard.
Butler Behavioral Health – Agency requested a reduction in funding of $40,480 for an FTE decrease for the mobile crisis unit and this agency was in compliance with the Board’s scorecard.
Envision Partnerships - Board supported an increase by $65,000 and this agency was in compliance with the Board’s scorecard.
St. Joseph Orphanage - Agency requested reclassifying budget categories moving $60,000 from social/recreation to counseling/therapy and this agency was not in compliance with the Board’s scorecard.
Transitional Living – Board supported an increase of $65,000 and this agency was not in compliance with the Board’s scorecard.

Ms. Dies-Gleeson motioned to approve the Access Counseling, BBH, Envision Partnerships, St. Joseph Orphanage and TLC budget modifications. Dr. Meehan and Mr. Mays recused themselves from the vote. Mr. Tucker seconded the motion. The vote carried the motion.

c. Provider’s 2018 Audits
Mr. Rhodus reported that all the providers that submitted audits so far for last fiscal year were considered clean audits. Dr. Rasmus shared that 5 agencies have asked for a 30-day extension and if an audit is not submitted by that time, then the Board funding of these agencies could be discontinued until the audits are submitted.

Ms. Stanton motioned to approve the Provider’s 2018 audits. Ms. Hacker seconded the motion. The voted carried the motion.

d. COAP Grant 2019 Calendar Year
Mr. Rhodus shared that the COAP Grant would be included next year in the yearly budget approval, but due to county timeline it had to be submitted separately. Ms. Lombardo shared that she is working with Ms. Creech with respect to direct and indirect administrative costs.

Mr. Himm motioned to approve the COAP Grant for 2019. Dr. Meehan recused herself from the vote. Mr. Tucker seconded the motion. The voted carried the motion.

e. Update COAP Project Coordinator Job Description
Mr. Rasmus shared that the update to the Board’s organizational chart is for the COAP Project Coordinator. This position will now report to the Associate Executive Director of Addiction Services.

Ms. Amiott motioned to approve the updated COAP Project Coordinator job description. Dr. Meehan recused herself from the vote. Ms. Stanton seconded the motion. The voted carried the motion.

f. New Executive Assistant’s Position Description
Dr. Rasmus indicated that this original position was Special Projects Coordinator/Executive Assistant. It has been restructured to be solely an Executive Assistant’s position with some of the additional duties being reassigned to other staff.

*Mr. Himm motioned to approve the new Executive Assistant’s position description*. Ms. Hacker seconded the motion. The voted carried the motion.

g. New Executive Assistant’s Position Salary Range  
The salary range for this new position is $43,000 - $58,000, roughly $10,000 less than the position prior of Special Projects Coordinator/Executive Assistant. This has been salary point factored comparatively by Jim with Evans & Associates and the new salary range was set.

*Ms. Amiott motioned to approve the new Executive Assistant’s position salary range*. Ms. Stanton seconded the motion. The voted carried the motion.

h. New Distracted Driver Personnel Policy  
Dr. Rasmus shared that Evans & Associates is our subcontracted HR organization and a new Ohio law is in place, which has required a new personnel policy in our personnel manual for distracted drivers be implemented.

*Ms. Dies-Gleses motioned to approve the new Distracted Driver Personnel Policy*. Ms. Stanton seconded the motion. The voted carried the motion

i. Board Self-Evaluation Review  
Dr. Meehan reviewed the November Board meeting evaluations for Board information & discussion.

j. State Hospital Report for November and December  
Mr. Fourman reviewed the November and December State hospital report.

k. North Fair Avenue Property – Sojourner Residential Facility Sprinkler System/Water Damage Repair  
Dr. Rasmus indicated that the sprinkler system failure happened on November 11th at the Board’s AOD facility housing Sojourner client’s and staff at North Fair Avenue, Hamilton, OH. Ms. Creech put together a description of the damages and quotes to submit to the Board’s insurance company.

*Mr. Bement motioned to approve the repair to Sojourner Residential Facility located at North Fair Avenue*. Mr. Swigonski seconded the motion. The vote carried the motion.

l. Vouchers and Payments Made by Direct Deduction  
Listed were all the voucher approvals and direct deductions for the months of December and January.

*Mr. Tucker motioned to approve the December and January vouchers and payments made by direct deduction*. Ms. Stanton seconded the motion. The vote carried the motion.

6. Guest/Board Comments
No comments

7. Adjournment