



Board Meeting Minutes
January 16, 2019

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 Amriott, 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, LISW-S, LICDC-CS; Scott Rasmus, PhD, LPCC-S, IMFT; Marion Rhodus, MPA, Martina Weber, LISW 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.

vi. News Release: Public Meetings Questions about Blood Borne Infectious 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.

vii. Senator Rob Portman Visit – January 4, 2019

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. Amriott 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 (b1). *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 (b2). *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-Gleeson 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