



Delaware-Morrow Mental Health & Recovery Services Board

Minutes of Board Meeting ~ June 8, 2017
Board Office ~ Delaware, Ohio

1. ROLL CALL: *Del Robeson, Board Chair*

The meeting came to order at 8:43 p.m. and Roll Call was taken.

Board Members Present

Linda Gordon Jane McCray Vanessa Marks Adelbert Robeson Kathleen Schnipke
Stephen Serio Carolyn Slone Lynn Stacy Cynthia Tizzano Marnie Whaley-Buckel

Board Members Excused: Melinda Burgeson, John Schiller

Board Members Absent: Jann Heffner

Staff Present: Steve Hedge Deanna Brant Amy Hill Paul Damron Dawn Kuhn Dorothy Spain

Guests Present

Tony Williams – Recovery & Prevention Resources of Delaware and Morrow Counties
Wendy Williams – Southeast
Sue Hanson - HelpLine
Rich Steele - Maryhaven
Don Chenoweth – Safe Harbor Peer Support Services
Julie Erwin Rinaldi - Syntero
Lorelei Heineman – Morrow County Hospital

2. INTRODUCTIONS AND PUBLIC COMMENTS: *Del Robeson, Board Chair*

- > Lorelei Heineman of Morrow County Hospital thanked the Board for the mental health crisis funding and partnership with Southeast. Morrow County Hospital is very involved with the mental health services.
- > Board Chairman, Adelbert Robeson welcomed Deanna Brant to her first official board meeting.

3. APPROVAL OF AGENDA: *Del Robeson, Board Chair*

MOTION Lynn Stacey moved that the Agenda for the June 8, 2017 Board Meeting be approved.
17.06.01 The motion was seconded by Steve Serio. Motion carried.

4. MINUTES OF THE PREVIOUS BOARD MEETING: *Kathleen Schnipke, Board Secretary*

Minutes of the May 11, 2017 Board meeting were included in the Board packet.

MOTION Kathleen Schnipke moved that the minutes of the May 11, 2017 Board Meeting be accepted as written. The
17.06.02 motion was seconded by Cynthia Tizzano. Motion carried.

5. MONTHLY REPORTS: *Dawn Kuhn, Finance Director*

Monthly Report for the month of May 2017 was included in the Board packet.

A. Receipts & Disbursements

We began the month of May with a balance of \$12,624,009.03. We received \$395,977.17 and disbursed \$476,519.06 during the month; giving us an ending balance of \$12,543,467.14.

B. Board Expense Report

In the Percent Budget column where we are over 100% (8.3%/month), we are over budget in that particular expense. The Board is currently at 7.76%. The Providers are at 3.16%. Total year-to-date expenses for the month of May are at 55.97%. During the month of May, 60% of funding went to Providers and 40% to Board administration and support services while May Fiscal Year to Date 77% of the funding went to providers and 23% to Board administration and support services.

C. Review of List of Bills

Total on the List of Bills for May was \$476,519.06. This is about 50% less than the amount paid last month making this a light month for invoice submission. The following items were addressed as out of the ordinary for the month: Payment to Auld Crafters and Associates for CIT Lapel Pins. The last time that we ordered these items was in 2015.

D. Provider Contract Services Report

The "Blue" report gives a snapshot of where each of the Providers are year-to-date in their contract by dollar and percentage (Non-Medicaid).

Since re-creating the report to generate from the RA Utility system, we added a column labeled overbilled. This column represents the amount of services that are overbilled in a particular procedure code and identifies the possibility of a 10% shift if there are funds remaining in the appropriate categories of their budget. As claims continue to be paid, this column will increase until all files have been submitted. Providers then have the opportunity to request a one-time budget shift to request payment for these services that have been unpaid since the provider has already been paid for the entire budgeted amount for that particular procedure code as long as there is funding left in other procedure codes for that particular category (MH Treatment, AOD Treatment, etc.).

In FY 2017 Year-to-Date percentages for each Provider are as follows: HelpLine is at 92% of their contract; RPR is at 60% of their contract; COMHC is at 61% of their contract; Del-Mor Dwellings is at 73% of their contract; Turning Point is at 100% of their contract; Southeast/COVA is at 45% of their contract; Maryhaven is at 67% of their contract; and Syntero is at 18% of their contract. Overall, all providers are at 57% of their contract.

Prepared a forecast based upon either 9 or 10 months of claim activity depending on the number of months thus far that the provider had submitted, and the projection is that overall providers will be drawn down 80-85% of their contracted amounts. If that is the case, that will mean that \$1,300,000 - \$1,700,000 of the budget will be unspent.

MOTION
17.06.03

Adelbert Robeson moved that the Board receive the Monthly Financial Report for the month of May 2017, as presented. The motion was seconded by Marnie Whaley-Buckel. Motion carried.

6. OLD BUSINESS:

A. Committee Reports

1. *Executive Committee: Adelbert Robeson, Chair*

Board Chairman, Adelbert Robeson noted that DMMHRSB now us two Executive Directors; Steve Hedge and Deanna Brant. A resolution regarding the hiring of Deanna Brant was read into the minutes as follows:

RESOLUTION REGARDING THE HIRING OF DEANNA BRANT AS EXECUTIVE DIRECTOR AND THE CONTINUATION OF EMPLOYMENT OF STEVE HEDGE

WHEREAS, by Resolution adopted on September 8, 2016, the Board renewed the employment contract of Executive Director, Steve Hedge, for an additional term of one year ending on September 29, 2017, with knowledge that the executive director intended to retire prior to the end of his employment contract and,

WHEREAS, following the extension of the executive director's contract, the Board sought candidates to fill the executive director's position following his retirement and,

WHEREAS, by Resolution adopted May 11, 2017, the Board elected to offer an employment contract to Deanna Brant for the position of executive director, effective on June 1, 2017, being prior to Steve Hedge's anticipated retirement date and,

WHEREAS, on June 1, 2017, Mrs. Brant accepted the Board's offer and agreed to an employment contract, a copy of which is available upon request ~~attached hereto~~ and,

WHEREAS, the Board has determined that it is in the best interest of the Board, its consumers and affiliated service providers to employ both Steve Hedge and Deanna Brant and to allocate to each, distinct roles and responsibilities until Mr. Hedge's retirement from the Board.

NOW THEREFORE, THE BOARD RESOLVES AS FOLLOWS:

- a) Steve Hedge shall retain all legal power and authority as the Board's executive director under Chapter 340 of the Ohio Revised Code, Board policies and procedures and his employment agreement until his retirement.
- b) Until Steve Hedge's retirement on or about August 31, 2017, Deanna Brant shall perform the duties and exercise the responsibilities allocated to her in her employment contract, namely; i) to work closely with Mr. Hedge to become orientated to the position of executive director, its duties and responsibilities, ii) to work closely with Board staff performing such duties as delegated by Mr. Hedge, iii) to engage in outreach to Board affiliated providers, community partners and local agencies and, iv) to perform such other duties and tasks as assigned by Mr. Hedge and the Board.
- c) Upon the retirement of Steve Hedge, Deanna Brant shall assume the full duties and responsibilities as executive director as set forth in her employment agreement.

Board member, Linda Gordon asked about Ms. Brant's Employment Contract. Board Chair, Adelbert Robeson stated that it is available for viewing and asked that the resolution be noted as such.

MOTION
17.06.04

Marnie Whaley-Buckel moved that the Board accept the Resolution regarding the hiring of Deanna Brant as Executive Director. The motion was seconded by Carolyn Slone. Motion carried.

2. *Joint MH/AoD Planning and Finance Committee: Kathleen Schnipke, Chair*

Minutes from the May 11, 2017 Joint Planning/Finance Committee meeting were included in the Board Packet.

Adelbert Robeson requested that his name be added to the list of committee members present during the May 11, 2017 meeting.

Acceptance of the written minutes from the May 11, 2017 Joint Planning/Finance Committee meeting was requested as amended with the aforementioned.

MOTION
17.06.05

Steve Serio moved that the Board accept the amended minutes from the May 11, 2017 Joint Planning/Finance Committee. The motion was seconded by Vanessa Marks. Motion carried.

The Mental Health/AoD Planning and Finance Committees met jointly prior to the June Board meeting. The meeting involved the full membership of the Board so there was no further discussion on items from that meeting. The following items were discussed:

- FY2018 agreements with: NAMI of Delaware & Morrow Counties; Olentangy Schools/Syntero – Joint Proposal; SourcePoint/Syntero – Joint Proposal; United Way/Syntero - Joint Proposal; West Central CBCF Medication/Health Testing; Nationwide Children’s Hospital – Youth Crisis Stabilization Unit; DACC/Maryhaven Behavioral Health Professional; Grady Hospital/Delaware Sheriff Transport & Security Agreement; Delaware County Substance Abuse Liaison; Delaware and Morrow County Jails – Behavioral Health Professionals; and Public Private Solution (PPS) FY2018 Agreement.
- FY2018 Provider Contracts and Allocations for: Maryhaven; Southeast; RPR; and Syntero.
- Medicaid BH Re-design and FY2018 Provider Contracts.
- FY2018 Board Budget
- Updates were given for the Strong Families, Safe Communities Grant and the Behavioral Health Re-entry Grant.

Approval of the following motions from the June 8, 2017 Joint Planning/Finance Committee meeting was requested:

- The Joint Planning & Finance Committee recommends that the full Board approve the NAMI of Delaware & Morrow Counties proposal and to provide additional funding for a part-time director for a total FY 2018 contract amount of **\$69,000**.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 agreement with the Olentangy School District for two school-based behavioral health professionals based on a 50% board/50% Olentangy cost sharing basis. The DMMHRS Board would contract with Syntero to provide these two professionals at a rate of \$77,000 per position for a total cost of **\$154,000** for FY 2018. The DMMHRS Board’s share would be \$77,000 and the Olentangy School District will reimburse DMMHR SB its share of \$77,000.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 agreement with SourcePoint for one behavioral health professional for in-home behavioral health services based on a 50% Board/50% SourcePoint cost sharing basis. The DMMHRS Board would contract with Syntero to provide this one professional at the rate of \$77,000 per position for a total cost of **\$77,000** for FY2018. The DMMHRS Board’s share would be \$38,500 and SourcePoint will reimburse DMMHR SB its share of \$38,500.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 agreement with United Way of Delaware County for a part-time behavioral health professional to provide behavioral health early interventions, linkages and supports for middle-school aged youth and families based on a 50% Board/50% United Way cost sharing basis. The DMMHRS Board would contract with Syntero to provide this part-time professional for an 11-month period at the rate of \$35,714 for a total cost of **\$35,714**. This is an 11-month period because the center will not open until the end of July 2017. It is a pilot program for FY2018. The DMMHRS Board’s share would be \$17,857 and the United Way of Delaware County will reimburse DMMHR SB its share of \$17,857.

- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into FY2018 renewal agreement with West Central Correctional Facility to continue the medication program for Delaware and Morrow County inmates with addiction and/or mental illness and authorize up to **\$30,000** for these medications and lab tests.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 renewal agreement with Nationwide Children's Hospital to provide Delaware and Morrow County youth access into the youth crisis stabilization unit at a rate which needs to be negotiated up to a maximum of **\$102,000**.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 renewal agreement with the Delaware Area Career Center (DACC) for the joint funding of the two in-school Maryhaven behavioral health professionals at the DACC. Funding for this agreement is included in the FY 2018 Maryhaven contract. The Board's share is **\$64,000** and the DACC's share is \$64,000.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 renewal agreement with Grady Memorial Hospital and Delaware County Sheriff's Office in the amount of up to **\$20,000** to pay for the security and/or transport of persons in a psychiatric emergency to an inpatient psychiatric hospital.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 renewal agreement with the Delaware County Sheriff's Office and local schools for the substance abuse liaison position and for the Board to contribute **\$20,000** toward this position.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 renewal agreement with the Delaware County Sheriff's Office and the Morrow County Sheriff's Office for the Maryhaven professionals utilizing the same cost sharing arrangements of 80% Board / 20% Sheriff (each). Funding for this agreement is included in the FY2018 Maryhaven contract. The Board's share is **\$61,600** and the Delaware County Sheriff's Office share is \$15,400. The Board's share is \$61,600 and the Morrow County Sheriff's Office share is \$15,400.
- The Joint Planning & Finance Committee recommends that the full Board support and authorize the Executive Director to enter into a FY2018 renewal agreement with Fairfield MH&RS Board, Crawford-Marion ADAMHS Board, and Athens-Hocking-Vinton ADAMH Boards for continuing the GOSH and IT systems services provided by Public-Private Solutions (PPS) in the amount of **\$59,122**
- The Joint Planning & Finance Committee recommends that the full Board accept the FY2018 provider application from Maryhaven and enter into a 12-month contract for the period of July 1, 2017 through June 30, 2018 in the total amount of **\$1,891,933**.
- The Joint Planning & Finance Committee recommends that the full Board accept the FY2018 provider application from Southeast, Inc. and enter into a 12-month contract for the period of July 1, 2017 through June 30, 2018 in the total amount of **\$2,114,287**.
- The Joint Planning & Finance Committee recommends that the full Board accept the FY2018 provider application from Recovery & Prevention Resources (RPR) and enter into a 12-month contract for the period of July 1, 2017 through June 30, 2018 in the total amount of **\$872,839**. It is understood that the recovery housing subsidy grant of \$8,940 will continue for the period of July 1, 2017 through September 30, 2017.

- The Joint Planning & Finance Committee recommends that the full Board accept the FY2018 provider application from Syntero and enter into a 12-month contract for the period of July 1, 2017 through June 30, 2018 in the total amount of \$1,314,738. The DMMHRS Board's FY2018 funding level is \$1,181,381.
- The Joint Planning & Finance Committee recommends that the full Board approve the proposed FY2018 Board budget (revenue and expenses), as presented.

Acceptance of the verbal report from the June 8, 2017 Joint Planning/Finance Committee meeting was requested.

MOTION 17.06.06 Steve Serio moved that the Board accept the verbal minutes from the June 8, 2017 Joint Planning/Finance Committee meeting as given. The motion was seconded by Marnie Whaley-Buckel. Motion carried.

MOTION 17.06.07 Kathleen Schnipke moved that the Board accept the motions as recommended by the Joint Planning/Finance Committee meeting on June 8, 2017. The motion was seconded by Marnie Whaley-Buckel. Motion carried.

B. Staff Reports:

Care Management Director's Report: Paul Damron

- Dawn has projected we will be within the projected budget for the Specialized Services Fund.
- Twin Valley Behavioral Health Admissions (state hospital) are very low this month
- The Board doesn't pay for the use of state hospital beds for Civil and Forensic status clients
 - Due to the increase in the use of state hospital beds by Forensic status clients the availability of state hospital beds for Civil status clients has been dramatically reduced.

Associate Director's Report: Amy Hill

- Amy did not have a report for this month

Finance Director's Report: Dawn Kuhn

- Dawn reported the CY 2016 state audit report is not yet finalized and she will share the final Audit Report at the September 2017 board meeting.

Administrative Assistant's Report: Dorothy Spain

- Dorothy Spain presented the newly designed DMMHR SB website which included the HelpLine video produced by ABC6 Columbus television station.

Executive Director's Report: Deanna Brant & Steve Hedge

- Deanna noted that she began her employment of June 1, 2017
- This summer, a survey will be sent to the board members asking what you want to know about during board meetings. Survey will also ask board members preference of date/time/place of board meetings.
- Deanna and Steve attend the Unity House event on May 31, 2017
 - Senator Rob Portman was in attendance as well
 - Unity House is a three-agency collaboration for re-entry of women
 - Some of the women shared their stories
 - The women were given positive reinforcement by community members.

- Steve gave a review of the year noting the following:
 - Closing of Central Ohio Mental Health Center
 - Sixty-four percent passage of the DMMHR SB Levy
 - Added two new providers this year: Southeast and Syntero
 - Board has a great network of providers and has expanded services
 - Staff changes included the death of long time employee, Missy Salyer, retirement of Shirley Robinson and the addition of new Executive Director, Deanna Brant.
- Steve thanked the Board for their leadership, noted they have been good stewards of public money, and have been strong partners and he encouraged the Board to continue to look at new services
- Steve presented the Board Chair with an honorary gavel to commemorate his service to the board during the past year.
- With the permission of the Board, Steve presented a plaque renaming the board room to the Melissa "Missy" Salyer Board Room, in memoriam of employee, Missy Salyer.
- Steve Hedge noted that he spoke with Board Chairman, Del Robeson in regards to his retirement date and with that, presented his official notice of retirement effective Aug. 31, 2017.
- Steve then gave history of his years in the Behavioral Health/Addiction Services field which spanned nearly forty years.
- "Most important thing isn't what you did yesterday, but what you will do tomorrow."

7. NEW BUSINESS: *Membership*

Election of FY2018 Officers

Nominating Committee member, Carolyn Slone, presented the Recommended FY2018 Slate of Officers which included:

Adelbert Robeson, Chair Marnie Whaley-Buckel, Vice-chair Kathleen Schnipke, Secretary

MOTION Vanessa Marks moved that the Board accept the FY2018 Slate of Officers as presented. The motion was
17.06.08 seconded by Lynn Stacy. Motion carried.

MOTION With no further discussion, Cynthia Tizzano moved that the Board accept and elect the FY2018 Officers as
17.06.09 presented. The motion was seconded by Lynn Stacy. Motion carried.

8. ADJOURNMENT: *Del Robeson, Board Chair*

MOTION Del Robeson moved to adjourn the June 8, 2017 Board meeting at approximately 9:50 P.M. The motion was
17.06.10 seconded by Steve Serio. Motion carried.

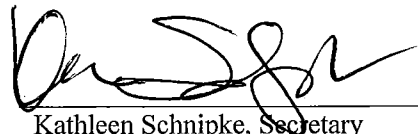
Respectfully submitted,



Dorothy Spain
Administrative Assistant



Adelbert Robeson, Chair



Kathleen Schnipke, Secretary

NEXT BOARD MEETING: September 14, 2017 ~ 7:30 P.M.