

DELAWARE-MORROW MENTAL HEALTH & RECOVERY SERVICES BOARD

Minutes of Board Meeting

October 13, 2016

**Board Office
Delaware, Ohio**

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

Board Members Present:

Linda Gordon

Lynn Stacy

Vanessa Marks

Adelbert Robeson

Kathleen Schnipke

Stephen Serio

Carolyn Slone

Cynthia Tizzano

Marnie Whaley-Buckel

John Schiller

Board Members Excused:

Brian Smith

Melinda Buregeson

Jane McCray

Staff Present:

Paul Damron

Steve Hedge

Amy Hill

Shirley Robinson

Guests Present:

Cindy Ison, Southeast/COVA

Dawn Kuhn, Southeast/COVA

Sue Scott, Group of Delaware

Rich Steele, Maryhaven

Sandy Stephenson, Southeast

Tony Williams, Recovery & Prevention Resources

2.) INTRODUCTIONS & PUBLIC COMMENTS: *Del Robeson*

Tony Williams reported that RPR has been busy with getting the Levy yard signs delivered.

3.) APPROVAL OF AGENDA: *Del Robeson*

There were no additions or corrections made to the Agenda for the October 13, 2016, Board meeting. Approval was requested.

**MOTION
16.10.01**

Lynn Stacy moved that the Agenda for the October 13, 2016, Board Meeting be approved as presented. Seconded by Steve Serio. Motion carried.

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

Minutes of the September, Board meeting were included in the Board packet. There were no additions or corrections made to these minutes. Acceptance was requested.

**MOTION
16.10.02**

Steve Serio moved that the minutes of the September 8, 2016, Board Meeting be accepted as presented. Seconded by Cynthia Tizzano. Motion carried.

Acceptance of the written minutes from the September 8, 2016, MH/AOD Planning Committee was requested.

MOTION
16.10.04

Carolyn Slone moved that the Board accept the written minutes from the September 8, 2016, MH/AOD Planning Committee meeting. Seconded by Lynn Stacy. Motion carried.

Finance Committee: *Marnie Whaley-Buckel, Chair (Finance Comm for the September 8, 2016 meeting)*

Minutes from the September 8, 2016, Finance Committee meeting were included in the Board packet. The verbal report was given and Board action was previously taken on the required items at the September Board meeting.

Acceptance of the written minutes from the June 9, 2016, Joint Planning/Finance Committee meeting was requested.

MOTION
16.10.05

Marnie Whaley-Buckel moved that the Board accept the minutes from the September 8, 2016, Finance Committee meeting as written. Seconded by Steve Serio. Motion carried.

Joint Planning/Finance Committee: *Kathleen Schnipke, Finance Committee Chair*

The Joint Planning/Finance Committee met prior to the October Board meeting. The following items were discussed:

The resolution for authority to spend up to \$900.00 for food and refreshments at the Board's Annual Meeting taking place at the Glenross Golf and County Club on November 10, 2016. Any food related expense \$500 or more must be supported with a motion from the Board.

The resolution for approval to transfer \$20,000 from Object Code 71952501-5800 (Transfers) to object Code 71952501-5000 (Salaries) for the Board's CY 2016 Appropriations. This transfer does not increase the total CY 2016 Delaware County Appropriation.

The resolution to accept the Special non-Medicaid Review of FY 2016 - 2017 payments made to Central Ohio Mental Health Center conducted by Board staff on September 30, 2016. This focus review concentrated on the billings that were paid by this Board and Board staff verified that each billing was backed by a progress note.

Due to an unexpected medical emergency of the administrative assistant, Steve requested that the Board authorize him to contract for a temporary replacement and/or add additional hours for the office manager to fulfill the duties of the administrative assistant during the period October 15, 2016 through December 31, 2016, if needed.

The following motions resulted from the October Joint Planning/ Finance Committee Meeting:

- The Joint Planning/Finance Committee recommends that the Board approve up to \$900 for the 2015 DMMHRS Board annual meeting meal and refreshment expenses.
- The Joint Planning/Finance Committee recommends that the Board approve the transfer of \$20,000 from Object Code 71952501-5800 (Transfers) to Object Code 71952501-5000 (Salaries) for the Board's CY 2016 appropriations.
- The Joint Planning/Finance Committee recommends that the Board accept the special review conducted by Board staff on Non-Medicaid claims and payments made to Central Ohio Mental Health Center.
- The Joint Planning/Finance Committee recommends that the Board adopt the resolution

Associate Director's Report: Amy Hill, Associate Director

Amy reported that the October 11th program, "Depression and Anxiety in Children & Teens: What Every Parent Should Know" sponsored by NAMI Delaware & Morrow Counties was well attended. She indicated that the presentation was very informative and highly rated.

8.) NEW BUSINESS: Membership

No new Business was discussed.

9.) EXECUTIVE SESSION: Del Robeson

Executive Director's Contract Discussion: Del Robeson

MOTION 16.10.08 Marnie Whaley-Buckel moved that the Board adjourn into Executive Session at 8:30 P.M. to discuss a personnel matter related to the Executive Director's contract. Seconded By Steve Serio. Motion carried with the following roll call vote:

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

MOTION 16.10.09 Steve Serio moved that the Board reconvene from Executive Session at 8:49 P.M. Seconded by Marnie Whaley-Buckel. Motion carried with the following roll call vote:

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

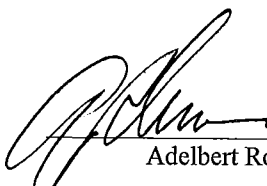
As a result of the executive session, approval of the following motion was requested:

10.) ADJOURNMENT: Steve Serio

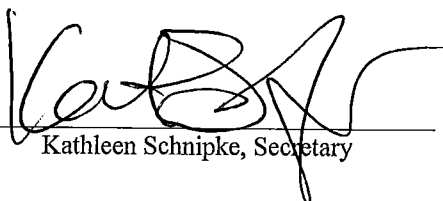
MOTION 16.10.10 Steve Serio moved that the October 13, 2016, Board meeting be adjourned at 8:50 P.M. Seconded by Marnie Whaley-Buckel. Motion carried.

Respectfully Submitted,

Shirley Robinson
Finance Director



Adelbert Robeson, Chair



Kathleen Schnipke, Secretary