

Richland County Mental Health & Recovery Services Board

Meeting Minutes September 20, 2011

Present: Dick Walters, Cliff Schutjer, Gerald Bartman, Jeff O'Brien, Joann Hipsher, Bobbi Swank, Dr. Jay Haar, Melodye James, Andy Medwid and Brian Garverick

Excused: Marilyn Bowers, Laurence Rawls, Jan Winbigler, Dave Krenrick, Lanette Remaley and Kelsey Gledhill

Staff Present: Joe Trolian, Carolyn Muth, Sherry Branham and Nancy Kaufman

Visitors: WMFD and Veronica Groff

Jeff O'Brien called the meeting to order at 5:30 p.m. and led members and visitors in the Pledge of Allegiance.

Board Member roll call was recorded and a quorum established.

Jeff then welcomed the visitors.

***Approval of July 19, 2011 Meeting Minutes – Jeff O'Brien**

Joann Hipsher motioned to approve the July 19, 2011 minutes, and Gerald Bartman seconded. There were no questions, and the motion was approved unanimously.

***Motion to approve expenditures for last half of July, all of August, and first half of September – Jeff O'Brien**

Andy Medwid motioned to approve the expenditures for the last half of July, all of August, and the first half of September. Melodye James seconded. There were no questions, and the motion was approved unanimously.

Cash Position – Carolyn Muth

Carolyn noted there are two reports included because the Board did not meet in August. The cash position beginning balance as of June 30, 2011 was \$5,080,929.38. Total revenues for July were \$1,485,328.19. Expenditures for the same period were \$894,562.09, leaving an ending balance on July 31, 2011 of \$5,671,695.48. This is an increase in July of \$590,766.10. The next cash position statement shows total revenues for August were \$996,934.03. Expenditures for the same period were \$886,047.71, leaving an ending balance on August 31, 2011 of \$5,782,581.80 which is an increase of \$110,886.32. The first allocations for Fiscal Year 2012 were received in July and in August we received levy dollars.

Aod Committee report – Sherry Branham

Sherry reported this committee met three times, and planned several events. There was good turnout for these committee meetings. One event being planned is a Community Forum at Mansfield Senior High School on September 27th. Many community partners

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will be involved. This event is similar to the one held in Lexington concerning bath salts, however this forum has been expanded to include many drugs.

The complete calendar of events was included in your packet. There is one change, the Supervisory Ethics training has been rescheduled from September 22nd to November 16th. Joe attended many city or village council meetings where proclamations regarding recovery month were read. He noted he attended meetings in Plymouth, Lucas & Butler. In each of these communities, there was discussion regarding their banning of bath salts. The final event planned actually doesn't take place until October. It is the Fugitive Safe Surrender program. Sherry explained a little about the program.

Liaison's and President's reports – Jeff O'Brien

Dick Walters attended the NAMI board meeting. He learned they are looking for new office space. They recently received a significant grant of \$3500. He commented they could use our help with ideas for fund raisers. He asked them what CIT stands for and they informed him it is Crisis Intervention Training. Dick noted they do a great job of educating people in the community. They have an application for a new board member. Gerald Bartman attended the NAMI Support Group meeting on September 19, 2011. He reported there was good attendance, with Dr. Paul Robinson the featured speaker. Veronica Groff told about a client's contact with a CIT officer and that it was very helpful. CIT officers often go out into the community with case managers who are primarily women. Joe noted Richland County has the second most trained CIT officers per capita in the state of Ohio.

Dick reported Jan Winbigler also attended the NAMI board meeting.

It was announced that purchases from Kroger can result in a donation to NAMI if you are registered. There was some discussion about how to get word out to the public regarding this.

Joann Hipsher did not attend the CACY Board meeting, however, she was informed by others who did attend that CACY has had 17 applicants for the executive director position. They are trying to keep things going as well as they can until a new director is hired.

Executive Director's report – Joe Trolan

Joe reported the Community Plan was sent to all Board members by email. If you did not receive it, he will get a copy to you. This document is done every 2 years. There is not a lot of usable information in it, but we are required by law to do it. We will be submitting a new one by the beginning of FY2013 with a completely different format. They want to include information that can be used by the legislators during the next budget cycle. This time only the Board President had to sign off on it, however, the next time, the full Board will have to vote to approve it. During the next process, Joe would like to have a document he can tie into a strategic plan.

He encouraged all Board members to attend the Community Forum on the 27th.

Joe also gave kudos to The Center for good bed management at Heartland this past year.

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During the Executive Committee meeting last week, Joe suggested that rather than appoint a separate COQ review committee, the personnel committee could review the COQ documents. The Executive Committee concurred.

* **Finance Committee Report** – Joann Hipsher

Joann explained the requirements for executive session.

***Joann Hipsher** motioned for the Board to go into executive session to discuss the Executive Director's OPERS pick-up. **Dick Walters** seconded the motion.*

A roll call vote was taken with the results as follows: Gerald Bartman – yes, Brian Garverick – yes, Dr. Jay Haar – yes, Joann Hipsher – yes, Melodye James – yes, Andy Medwid – yes, Cliff Schutjer – yes, Bobbi Swank – yes, Dick Walters – yes, and Jeff O'Brian – yes. Joe Trolan and Carolyn Muth were invited to stay for the executive session and the rest of the Board staff and guests were dismissed.

***Cliff Schutjer** motioned to go back into regular session. A roll call vote was taken to return to regular session with the results as follows: Gerald Bartman – yes, Brian Garverick – yes, Dr. Jay Haar – yes, Joann Hipsher – yes, Melodye James – yes, Andy Medwid – yes, Cliff Schutjer – yes, Bobbi Swank – yes, Dick Walters – yes, Jeff O'Brien – yes.*

The Board then resumed regular session.

Joann went over the minutes from the Finance Committee meeting. She noted one provider is 100% over their yearly budgeted amount, but since they are Medicaid, we are required to pay. Gerald later had a question about paying an agency when they typically bill much higher than their budget. It was explained that as of August 1, we are no longer paying the Medicaid match. That is now paid by the state; however, we will continue to process the claims. Joe went on to explain some new limits to Medicaid that will be taking effect.

Two resolutions were then brought to the board.

***Gerald Bartman** motioned to approve a resolution for the Mental Health & Recovery Services Board of Richland County, Ohio to abolish the fringe benefit pick up of the statutorily required contribution to the Ohio Public Employees Retirement System for the Executive Director. **Andy Medwid** seconded the motion. The motioned was approved by a vote of 10 ayes and 0 nays.*

***Dick Walters** motioned to approve a resolution that Richland County Mental Health & Recovery Services Board will pick up the statutorily required contribution to the Ohio Public Retirement System for the Executive Director pursuant to Internal Revenue Code Section 414(h)(2). **Brian Garverick** seconded. The motion was approved by a vote of 10 ayes and 0 nays.*

Board & Provider Surveys – Joe Trolan

Joe explained there were two documents included in the packet. These are part of the COQ certification. Surveys were sent to both providers and board members to get input regarding strengths and weaknesses of the Board. The two residential facilities gave us excellent feedback. They are in a position to compare us with other boards they deal with,

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and both gave us glowing reports. We hope to get more feedback from other agencies when we do the next survey, probably in January.

The Board member survey is a good learning piece for us. Seven Board members responded, and we are hoping for better participation next time.

We will be going for our COQ recertification in June. It is a difficult process.

Old Business

None

New Business

None

Future Agenda Items

None

***Adjournment**

*Andy Medwid motioned to adjourn the meeting and **Brian Garverick** seconded. The meeting adjourned at 6:30 p.m.*

ATTESTED BY:

PRESIDING:

Jan Winbigler, Secretary

Jeff O'Brien