

**MINUTES – November 19, 2019**

*The Mental Health & Recovery Board of Clark, Greene and Madison Counties (MHRB) met in regular session on Tuesday, November 19, 2019 at 5:30 p.m. at the Masonic Temple, 2655 W. National Road, Springfield, Ohio.*

**PRESENT:** *Kellie Phillips, Chairperson, Presiding; Captain Scott Anger, Dr. Huma Bashir, Todd Boone, Katherine (Kathy) Brinkman, James (Jim) Brown, Dr. Florence Coleman, Chad Dunsdon, William Louderback, Howard Maynard, Jr., Chief Brian Miller, Dr. Josephine (Jo) Wilson*

**ABSENT:** *Christina (Christy) Hoffman, Dr. Michael Sherr, Patrick Williams*

**Staff:** *Dr. Greta Mayer, CEO; Jac Carrier, Shannon Haggy, Mark Huff, Michelle Humphrey, Tracey Stute*

**GUESTS:** *Lynne Carroll – Greene County Family Member*

**OPENING REMARKS**

*Kellie Phillips, Chairperson, called the meeting to order and thanked everyone for coming. She then asked the membership and audience to introduce themselves.*

*Kellie introduced the Honorable Thomas Carey, Clark County Probate Judge, and asked him to read the oath of office and swear in newest appointee, Todd Boone. Judge Carey then explained that the probate court is very involved in the civil commitment process for individuals with mental illness. He is hoping to expand his current role to better serve individuals with mental illness and addiction, and those who are veterans, by developing specialty dockets. Judge Carey stated that he appreciates the good work of the Board and will be looking for support of this new initiative. Dr. Greta Mayer explained that Judge Carey has been willing to take on additional responsibilities to secure the first adult specialized docket in Clark County. He is pursuing certification by the Ohio Supreme Court, and this type of docket (the ability to serve all three populations) will be the first of its kind in Ohio. The Board will assist the criminal justice system in this process to: further define the eligible population; secure additional state/local funding and community resources; monitor for effectiveness; and promote inclusion of qualified treatment team members. Greta thanked Judge Carey for his effort as this strategy supports our Stepping Up initiative. Stepping Up aims to keep people with mental illness and addiction out of jail and from becoming more deeply involved in the criminal justice system.*

## **APPROVAL OF MINUTES**

*The Minutes for the October 21, 2019 Board meeting were reviewed. There were no comments.*

***IT was MOVED BY WILLIAM LOUDERBACK, SECONDED BY JAMES BROWN TO APPROVE THE MINUTES FOR THE OCTOBER 21, 2019 BOARD MEETING AS SUBMITTED.***

***MOTION CARRIED.***

## **REVIEW OF ACCOUNTS PAYABLE REGISTER**

*Kellie asked the Membership to review Attachment B, Accounts Payable Register and they did. There were no comments.*

## **CEO REPORT**

*Kellie called on Greta to give the CEO report. Greta started her report by welcoming new Board member Todd Boone to his first meeting. She explained that tonight's meeting would be brief because of the annual Recognizing Exceptional People Awards that would begin at 6:30p.m. Todd agreed that he would share more about himself at the January Board meeting. Greta then moved on to Attachment C – Crisis Funding and asked Tracey Stute to explain the recommendation to the membership. Tracey stated that the funds totaling \$26.5M have been made available through the Ohio Department of Mental Health & Addiction Services (OhioMHAS) for boards to address mental health and substance use crises. Planning is underway to improve the system of care through stabilization, withdrawal management, call center and other potential services. OhioMHAS has designated funds in certain categories of services, plus two new sources, crisis flex and infrastructure development.*

*MHRB has not yet received all new crisis funds, guidance, or evaluation requirements from OhioMHAS. However, staff recommend that the authority to spend available crisis funding per OhioMHAS guidance be approved in conjunction with the local planning process, because of the significant delay by the state authority during this fiscal year. The purpose of the flex funds is to help people achieve stability following a crisis, supplement funding for non-treatment needs not covered by third-party payers, and to coordinate effective crisis responses. An allocation in the amount of \$157,706 for SFY 2020 can be use in coordination with the mental health stabilization and substance use withdrawal management funds across the region.*

*Crisis infrastructure development funds may be used to develop, evaluate, and expand crisis services for people in a variety of settings. Following an OhioMHAS Crisis Academy, held in October, Boards were asked to develop a plan on how they would expend the crisis funds. The initiative will be evaluated by OhioMHAS to determine how this investment contributes to positive outcomes for people with mental health, substance use, or co-occurring conditions. Further state training was promised to guide local planning processes.*

*Tracey explained that the crisis infrastructure and stabilization funding has not yet been awarded. Greta provided background in past awards of crisis stabilization and withdrawal management dollars. The Board had worked with the local hospital systems and providers to develop designated withdrawal management and crisis stabilization beds. However, because there are no state*

*sustainable funding sources, including Medicaid billable services, outside of what has been provided to set a crisis center up, none of the Board's providers or hospital system were willing to take on that risk. Greta summarized that instructors from the Crisis Academy pointed out that there are three core areas of crisis services that every region and board area should have access to: 1) a call center; 2) mobile crisis team; and 3) a crisis center that serves people both with mental illness and addiction for youth and adults. Unfortunately, Ohio is not set up to adequately fund these types of services at this time. The Board continues to work with partners toward a plan to utilize the dollars to meet the local crisis needs of residents throughout the region.*

*Dr. Florence Coleman asked for a copy of the OhioMHAS Crisis Compendium, which Tracey said that she would provide electronically. Chief Brian Miller stated that he was curious about the way this funding was put together. He clarified that there are three pots of money; only one has been delivered and it appears that the motion is entertaining just a single pot of money. Mark Huff explained that the motion is asking to spend the crisis funds as the Board receive them, beyond the known amount indicated on the motion. At this time, the Board doesn't know what the amounts it will receive for the remaining two funding sources. If the Board approves the motion, there would be changes to the budget narrative for the Board to monitor. Greta stated that staff will highlight the progress of the project. Brian suggested amending the motion to better clarify the entire process and to spell out the separate funds. Captain Scott Anger suggested using the language, "as made available and until exhausted." Greta read the amended recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZES THE CEO TO SPEND THE OHIOMHAS CRISIS FUNDS FOR ALL THREE SERVICES [MENTAL HEALTH STABILIZATION/SUBSTANCE USE DISORDER, CRISIS FLEX, CRISIS INFRASTRUCTURE DEVELOPMENT] PROGRAMS AS MADE AVAILABLE AND UNTIL EXHAUSTED.**

**PAYMENTS FROM THE FUNDS ARE CONTINGENT UPON OHIOMHAS RECEIPT. THIS FUNDING IS NOT INCLUDED IN THE BOARD'S BASE ALLOCATION TO PROVIDERS.**

*Kellie stated that she would like another example of what the Board would be paying for with crisis flex. Greta stated that it could be used for a mobile crisis team. Dr. Jo Wilson stated that \$157,706 did not seem like a lot of money to address crisis needs. She said boards need to push the state government to fund new services adequately and for longer periods of time. Dr. Huma Bashir asked for further clarification on the crisis flex allocation fund as listed in the motion. Greta stated that the bolded funds were three funding streams of which the Board doesn't have all details. Brian asked if there was a performance deadline for the money and Greta stated that funds are to be spent by the end of this fiscal year.*

**IT was MOVED BY BRIAN MILLER, SECONDED BY HUMA BASHIR TO AUTHORIZE THE CEO TO SPEND THE OHIOMHAS CRISIS FUNDS FOR ALL THREE SERVICES [MENTAL HEALTH STABILIZATION/SUBSTANCE USE DISORDER, CRISIS FLEX, CRISIS INFRASTRUCTURE DEVELOPMENT] PROGRAMS AS MADE AVAILABLE AND UNTIL EXHAUSTED.**

**MOTION CARRIED.**

*Next, Greta moved on to Attachment D – National Alliance on Mental Illness of Clark, Greene & Madison Counties (NAMI) Consumer Holiday Party and Donations. She reminded the*

membership about the annual holiday party sponsored by NAMI and with support by the Board and through donations. Greta encouraged Board members to attend, if possible as it is a fun time.

Greta then moved on to Attachment E – Holiday Consumer Donation/Travel Reimbursement Forms. She referred to the attached Memo and stated that this was a way for members to contribute to purchase of consumers' presents. Greta explained that the members' service on the Board was enough and they were not obligated to contribute monetarily. She also reminded the membership to turn in their mileage forms and to contact Michelle Humphrey with any questions.

Greta reminded the membership that there were questions raised at the October meeting about the Vehicle Use Policy. One was about conceal and carry and Greta explained that staff are not to carry a weapon in their personal or Board-owned vehicle while on Board business. Scott had inquired about the language surrounding routine traffic stops and the guidance not to admit responsibility. Greta stated that Michelle received clarification from the county that staff would follow law enforcement direction and answer their questions about any incidents. Greta explained that staff are not to say that the Board is in some way responsible for such incidents. Scott accepted this clarification and that he wanted to be sure that staff would be able to give a witness statement, if prompted.

That concluded the CEO report.

### **COMBINED EXECUTIVE/FINANCE/BUILDINGS & GROUNDS COMMITTEES**

Kellie stated that the Combined Executive/Finance/Buildings & Grounds Committees met on October 31, 2019 at the Board Administrative office, 1055 E. High Street, Springfield. She said that Mark reviewed the FY2020 Five-Year Projections-Treatment, Prevention, and Supportive (TPS) services and standard view by provider agency. He also reviewed tables and graphs showing 3-year comparisons of funding activity.

Next, Kellie said that Donna Hart and Trent Haggy had reviewed the Facility and Capital Budget to Actual Reports through September.

Kellie then said that Mark presented the 2020 Capital Projects update and reported that, after looking at current buildings that are available, the best approach would be for Housing Solutions and Mental Health Services for Clark and Madison Counties to build new.

Next on the agenda was the Then and Now Authorization. Kellie explained that this would allow staff to process payments under \$3,000 dated prior to the encumbrance and without Board approval before end of calendar year.

Kellie said that, at the meeting, Greta presented a video on Robert's Rules of Order. Kellie stated that the Board seems to be doing everything correctly but that there will be a couple of changes and training coming at the Board retreat. Greta referred the membership to Attachment G-Motion & Voting Cheat Sheet, in the Board packet and stated that the changes will be surrounding this information. Kellie thanked staff for the cheat sheet.

*The next item was the December Appropriation Authorization. Kellie explained that this is routinely done to allow the CEO or designee to act on any budget amendments through the end of the calendar year.*

*Last, Kellie stated that the Committees went into Executive Session to consider the purchase and sale of property for public purposes and personnel matters.*

*Kellie read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES RATIFIES AND CONFIRMS THE ACTION TAKEN AT THE COMBINED EXECUTIVE/FINANCE/BUILDINGS & GROUNDS COMMITTEES MEETING ON OCTOBER 31, 2019. APPROVED MOTIONS ARE CONTAINED IN THE MEETING SUMMARY.**

**IT was MOVED BY KATHY BRINKMAN, SECONDED BY JO WILSON TO RATIFY AND CONFIRM THE ACTION TAKEN AT THE COMBINED EXECUTIVE/FINANCE/BUILDINGS & GROUNDS COMMITTEES MEETING ON OCTOBER 31, 2019.**

**MOTION CARRIED.**

*Greta stated that the Committees went into Executive Session to discuss the sale/repurposing/demotion of 2608 E. High Street, Springfield. Different avenues were explored for any incentive funds to demolish and build new, but those funds are no longer available according to the Land Bank in Clark County. Greta explained that there is the potential to look at remodeling 2608 and repurposing the currently vacant property. This property had been put on the market through a real estate agent, but it was not able to be sold. Greta summarized that converting the facility from office to residential use with state dollars, having McKinley contribute matching funds, and transferring ownership of the property from MHRB to McKinley Hall would be the best option. The facility would then be used for women's recovery housing. Mark stated that the Ohio Revised Code states that it is in the best interest of the system that providers are the owners of recovery housing. Greta stated that there are many application phases to secure state funding and staff believe that every stage of the process is possible within this fiscal year. Brian complimented the staff on their efforts. Jo asked about the 30-year forgivable mortgage. Mark explained that McKinley Hall will sign a contract that after 30 years, the mortgage will be forgiven. He further explained that it is a protection for the Board that if the property is given to the provider, they cannot use it for a different purpose or turn around and sell it. Kellie read the motion.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES (MHRB) AUTHORIZES THE CEO TO TRANSFER PROPERTY LOCATED AT 2608 EAST HIGH STREET, SPRINGFIELD TO MCKINLEY HALL WITH A 30-YEAR FORGIVABLE MORTGAGE FOR RECOVERY HOUSING OR OTHER APPROVED SERVICES TO FILL GAPS IN THE LOCAL CONTINUUM OF CARE. MHRB APPROVES MCKINLEY HALL'S CAPITAL APPLICATION AND PROPERTY TRANSFER, CONTINGENT ON FINAL APPLICATION APPROVAL BY OHIO MENTAL HEALTH AND ADDICTION SERVICES AND THE CONTROLLING BOARD FOR CAPITAL FUNDING. MHRB AUTHORIZES SIGNATURES BY BOARD CHAIRPERSON, CEO, AND/OR**

**DIRECTOR OF FINANCE FOR DOCUMENTS NEEDED TO REMOVE THE PROPERTY FROM A REAL ESTATE FIRM LISTING AND TO EXECUTE THE TRANSFER PROCESS.**

**FURTHERMORE, THE MHRB AUTHORIZES THE CEO AND DIRECTOR OF FINANCE TO EXECUTE A THREE-PARTY AGREEMENT AND ANY OTHER DOCUMENT NEEDED CONSISTENT WITH THE PROCESS BY OHIO MENTAL HEALTH AND ADDICTION SERVICES AND MCKINLEY HALL TO ENSURE AND MONITOR THE ONGOING USE FOR RECOVERY HOUSING LOCATED AT 2608 EAST HIGH STREET, SPRINGFIELD AS SET FORTH IN THE CAPITAL GRANT APPLICATION COMMENCING IN STATE FISCAL YEAR 2020.**

**IT was MOVED BY CHAD DUNSDON, SECONDED BY SCOTT ANGER TO AUTHORIZE THE CEO TO TRANSFER PROPERTY LOCATED AT 2608 EAST HIGH STREET, SPRINGFIELD TO MCKINLEY HALL WITH A 30-YEAR FORGIVABLE MORTGAGE FOR RECOVERY HOUSING OR OTHER APPROVED SERVICES TO FILL GAPS IN THE LOCAL CONTINUUM OF CARE.**

**MOTION CARRIED.**

*That concluded the combined committees report.*

**ADMINISTRATIVE**

*Kellie called on Mark Huff to review the MHRB financials. Mark referred back to the October meeting, stated that the refund was for reimbursement of the Elm Street property taxes. He then referred the membership to Attachment I in the agenda packet and asked if there were any questions about the financial narrative for reporting period October 31, 2019; there were none. Mark first reviewed the Statement of Cash Position and Fund Balances as of October 31, 2019. This report is strictly on a cash basis with total cash receipts of \$7,800,682, total disbursements of \$5,043,481, for excess cash receipts over disbursements of \$2,759,505. Ending fund balance as of October 31, 2019 was \$14,181,108.*

*Last, Mark reviewed the Statement of Revenues and Expenditures for State Fiscal Year 2020 activity from July 1, 2019 through October 31, 2019. The General Fund had an ending cash balance of \$1,765,683; Special Revenue had a balance of \$1,337,171; and fiduciary had a balance of \$40,392.*

*Kellie then reviewed Attachment J – Request for Authorization of Board Officers to Act on behalf of the Board. Kellie explained that this is done every year to give the officers authority to act on behalf of the full Board during the month of December through January 21, 2020. Kellie read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES AUTHORIZES THE STATE FISCAL YEAR 2020 BOARD OFFICERS TO ACT ON BEHALF OF THE FULL BOARD FROM DECEMBER 1, 2019 THROUGH THE JANUARY 21, 2020 BOARD MEETING. THIS ACTION WILL ENSURE CONTINUED OPERATION OF THE SYSTEM.**

**IT was MOVED BY BRIAN MILLER, SECONDED BY HOWARD MAYNARD, JR. TO AUTHORIZE THE STATE FISCAL YEAR 2020 BOARD OFFICERS TO ACT ON**

**BEHALF OF THE FULL BOARD FROM DECEMBER 1, 2019 THROUGH THE JANUARY 21, 2020 BOARD MEETING.**

**MOTION CARRIED.**

*Next on the agenda was Attachment K – Proposed Contract Templates. Kellie explained that this was the second reading and asked if there were any questions or comments. There were none. Kellie read the recommendation.*

**THE MENTAL HEALTH & RECOVERY BOARD OF CLARK, GREENE AND MADISON COUNTIES APPROVES THE BELOW CONTRACT TEMPLATES EFFECTIVE IMMEDIATELY:**

- 1. Memorandum of Understanding**
- 2. Non-Behavioral Health Service/Activity/Funding Agreement**
- 3. Recovery Housing Contract**

**IT was MOVED BY HOWARD MAYNARD, JR., SECONDED BY JO WILSON TO APPROVE THE PROPOSED CONTRACT TEMPLATES EFFECTIVE IMMEDIATELY.**

**MOTION CARRIED.**

*That concluded the Administrative Report.*

**MISCELLANEOUS**

*Kellie directed the membership to Attachment L – Upcoming Events Calendar. Greta noted that the December Board meeting was cancelled.*

*Last, Greta gave a Family Member Update. She stated that Lynne Carroll, who attended the October Board meeting to discuss her frustration with how her daughter was treated by law enforcement and had not received services in Greene County, was at this meeting. Greta stated that staff have been working on many levels to address Lynne's concerns and will continue to support those efforts. Lynne did share that her daughter is now getting connected to treatment.*

**AUDIENCE PARTICIPATION**

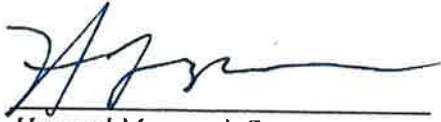
*Lynne also shared her concern that her daughter was supposed to have an assessment done while in jail, as ordered by the judge. She was incarcerated for three weeks and the assessment was never done. She explained that her daughter has had a lot of trauma so when she was approached by a male and asked if she wanted an assessment, she refused.*

**BOARD MEMBER COMMENTS**

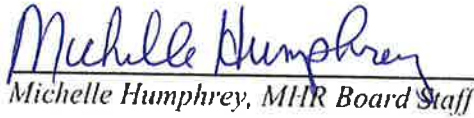
*None.*

**ADJOURNMENT**

*A motion was made by Chad Dunsdon and the Board meeting was adjourned by chair, Kellie Phillips.*

A handwritten signature in blue ink, appearing to read 'Howard Maynard', written over a horizontal line.

*Howard Maynard, Secretary*

A handwritten signature in blue ink, appearing to read 'Michelle Humphrey', written over a horizontal line.

*Michelle Humphrey, MHR Board Staff*