



MENTAL HEALTH
AND RECOVERY
SERVICES BOARD
of Stark County

ENRICHING LIVES THROUGH WELLNESS AND RECOVERY

BOARD MEETING MINUTES -- THURSDAY, JANUARY 22, 2009

I CALL TO ORDER

Dan McMasters, Board Chair, called the January 22, 2009 Mental Health and Recovery Services Board of Stark County meeting to order at 4:08 PM.

A. Roll Call of Members

Members Present

Hortense B. Bobbitt
Elizabeth Bowen
Tom Douce
Tim Escola
Joan Gillespie
Julie Gonzalez
Joe Luckring
Dan McMasters
C. David Morgan
Kanu C. Patel
Eileen Schwartz
Leigh Shaheen
Carol Simpson
Sandy Stamates
Adriann Thornberry
Curt Werren

Members Absent

Liz Edmunds

Mr. McMasters recognized a quorum; allowing the Board to conduct business.

Staff Present

John R. Aller, Executive Director
Stephanie A. Fakelis, Director of Business Operations
Sue Hicks, Executive Assistant
Wendy Hunter-Vaughn, Manager of Programs / Evaluation
Debbie Johnson, Office Manager
Paula Mastroianni, Director of Community, Criminal Justice and Provider Relations
Jackie L. Pollard, Director of Clinical Services

Guests Present

Kelly Bennington, Phoenix Rising Behavioral Healthcare
Jim Billow, Quest Recovery & Prevention Services
Maryellen Cameron, ICAN Housing Solutions
Patti Fetzner, Community Services of Stark County
Dan Fuline, Community Services of Stark County
Lisa Garnes, Trillium Family Solutions
Jane James, NAMI Stark County
Bern Jesiolowski, Crisis Intervention and Recovery Center
Mike Johnson, Child & Adolescent Behavioral Health
Steve Laubacher, Trillium Family Solutions

Guests Present (continued)

Ed Lewis, Stark County Family Court / MHR SB AoD Committee Member
Carol Lichtenwalter, Stark County Family Council
Lynn Markley, Canton Friendship Center
Lori Oliver, Heartland Behavioral Healthcare
Melissa Pearce, Domestic Violence Project, Inc.
Jeff Poulos, Child & Adolescent Behavioral Health
Bryan Stuck, Make-A-Way, Inc.
Robin Tener, Northeast Behavioral Health
Steve Thomas, Coleman Behavioral Health
David Wills, Stark County TASC

B. Welcome and Introductions

Mr. McMasters welcomed guests in attendance and asked first time attendees to introduce themselves. Steve Laubacher, President of Trillium Family Solutions (replacing Eve Brown), introduced himself. Ed Lewis, community member of the MHR SB AoD Committee and employee of Stark County Family Court, introduced himself.

C. Adoption of Agenda

Upon motion by C. David Morgan, seconded by Julie Gonzalez, Board members adopted the agenda for the January 22, 2009 Board meeting.

Ayes: H. Bobbitt, E. Bowen, T. Douce, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamates, A. Thornberry; **Nays:** none; **Abstentions:** none. **Motion carried.**

II APPROVAL OF MINUTES

A. December 18, 2008 Board Meeting Minutes

Upon motion by Adriann Thornberry, seconded by Sandy Stamates, Board members approved the December 18, 2008 Board meeting minutes as printed.

Ayes: H. Bobbitt, E. Bowen, T. Douce, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamates, A. Thornberry; **Nays:** none; **Abstentions:** none. **Motion carried.**

III EXECUTIVE COMMITTEE

A. January 22, 2009 Executive Committee Meeting Report

Mr. McMasters reported the Executive Committee met at 3:00 PM prior to the Board meeting and reviewed the resolutions and reports being presented to the Board. Mr. McMasters reported the topics listed below were also discussed during the Executive Committee meeting:

- State budget cuts (will be discussed later in the meeting);
- Prioritization of projects and planning for the future;
- Child & Adolescent Behavioral Health fundraiser scheduled for January 31st;
- Management staff evaluation process; Mr. Aller to evaluate his three reports and the Executive Committee will be responsible for reviewing John Aller's performance.

V FINANCE COMMITTEE

A. December 18, 2008 Finance Committee Meeting Report

Mr. Aller reported the Finance Committee met the same day as the Board meeting in December 2008 with a verbal report presented at the December 18, 2008 Board meeting. Upon motion by Hortense Bobbitt, seconded by Eileen Schwartz, the Board received the printed December 18, 2008 Finance Committee meeting report.

Ayes: H. Bobbitt, E. Bowen, T. Douce, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamates, A. Thornberry; **Nays:** none; **Abstentions:** none. **Motion carried.**

B. January 16, 2009 Finance Committee Meeting Report

Mr. Luckring reported the Finance Committee met on January 16, 2009. Mr. Luckring highlighted the following discussion topics:

- December 2008 Financial Statements were reviewed with financial commentary provided as warranted. Resolution 09-001 is presented for Board approval. Finance Committee members discussed the current cash balance and the carry-over of funds from SFY 2008. Accounts payable and reserve for encumbrances must be taken into consideration when looking at the cash balance line item. A cash balance policy is being worked on. There appears to be a trend for most provider billings to be under budget – finance department staff have been meeting with providers;
- December 2008 Monthly disbursements were reviewed. Disbursements were primarily payments to providers and Board operational expenses. Two items highlighted was an adjustment by Stark County Family Council splitting their audit expenses into two funds which resulted in a reduction in the amount previously charged to MHRSB fund #010. This leaves additional funds that will need to be paid to Family Council; a resolution will be prepared in order to clean this up. The second item of note was discussion regarding advances paid to providers;
- Quarterly review of Board operations;
- Quarterly review of provider billings;
- Provider Independent Audits;
- State budget cuts;
- Finance Department Strategic Plan;
- The next Finance Committee meeting is scheduled for February 19th at 7:30 AM.

Upon motion by Hortense Bobbitt, seconded by Eileen Schwartz, the Board does hereby receive the printed January 16, 2009 Finance Committee meeting report.

Ayes: H. Bobbitt, E. Bowen, T. Douce, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamates, A. Thornberry; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. Resolution 09-001 – December 2008 MHRSB Financial Statements

Upon motion by Sandy Stamates, seconded by Eileen Schwartz, the Board does hereby approve, upon recommendation of the Finance Committee and the Executive Committee, the Board’s financial statements [Balance Sheet, SFY 2009 Revenue & Expense (Budget vs. Actual), and SFY 2009 Financial Commentary] reflecting year-to-date financial transactions through December 31, 2008.

Ayes: H. Bobbitt, E. Bowen, T. Douce, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamates, A. Thornberry; **Nays:** none; **Abstentions:** none. **Motion carried.**

2. Resolution 09-002 – United Way SCI, STAR-SI Year-Two, and Shelter Grants Reallocations – SFY 2009

Mr. Luckring reported several SFY 2009 grant allocations need revised. Subsequent to the original allocations it has been determined that portions of those funding streams have to be utilized for purposes contrary to the original allocation. The total funding amounts have not changed; there is a net zero impact on the budget. Upon motion by Elizabeth Bowen, seconded by Sandy Stamates, the Board does hereby approve, upon recommendation of the Finance Committee, and the Executive Committee the following allocation changes in the amounts as stated:

Community Services.....	(\$ 200.00)	United Way SCI
Quest Recovery & Prevention Services.....	(\$ 200.00)	STAR-SI
Board Operations.....	\$ 72,966.00	SHELTER
Board Administration Grants.....	\$ 77,950.00	SHELTER
Budgeted Unallocated.....	(\$150,516.00)	SHELTER

The Board does further authorize the execution of the documents necessary to implement the intent and purpose of this Resolution.

Ayes: H. Bobbitt, E. Bowen, T. Douce, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamates, A. Thornberry; **Nays:** none; **Abstentions:** none. **Motion carried.**

3 Resolution 09-003 -- Budget / Allocation Revisions – SFY 2009

Mr. Luckring reported Resolution 09-003 revised the Board budget and allocations as the actual award notices were different than the original budgeted (projected) amounts; and due to the fact that the grant funds designated to remain at the Board were not previously budgeted. Specifics are:

- ODMH Incredible Years grant notice of award was higher than projected. This affects Child & Adolescent Behavioral Health and Community Services;
- Funding to remain at the Board for the following funding streams: ODADAS STAR-SI Year-Three, ODMH Incredible Years, and Job and Family Services were not previously budgeted;
- Garrett Lee Smith grant (Teen Screen) award notice was for less than budgeted.

Upon motion by Tom Douce, seconded by Carol Simpson, the Board does hereby approve, upon recommendation of the Finance Committee, and the Executive Committee the revised SFY 2009 budget and allocations of the aforementioned funds for the support of alcohol and drug addiction and mental health services in Stark County as detailed below:

Child & Adolescent Behavioral Health	\$ 559	July 1, 2008 – June 30, 2009
Community Services	559	July 1, 2008 – June 30, 2009
Budgeted Unallocated	(6,000)	July 1, 2008 – June 30, 2009
Board Operations	9,235	July 1, 2008 – June 30, 2009
Total	\$ 4,353	

The Board does further authorize the execution of the documents necessary to implement the intent of this Resolution, including but not limited to allocation notices, contracts, appropriation, encumbrance, and disbursement of funds per each properly authorized invoice.

Ayes: H. Bobbitt, E. Bowen, T. Douce, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamates, A. Thornberry; **Nays:** none; **Abstentions:** none. **Motion carried.**

V EDUCATION AND TRAINING COMMITTEE

A. January 6, 2009 Education and Training Committee Meeting Report

Ms. Gillespie reported the Education and Training Committee met on January 6, 2009. Ms. Gillespie highlighted the following items of discussion:

- The Hospital Collaborative Committee is meeting twice a month reviewing cases; and working well together as a team;
- NAMI Stark County has started a group on Monday evenings at Aultman Hospital for psychiatric unit patients and their families. A group was also started at Mercy Medical Center;
- The Crisis Management Team will have their first meeting in the near future. This team will consist of individuals associated with cross systems of care that are authorized to make decisions. With the other collaboratives that have been put in place over the last year (i.e. Hospital Collaborative, Heartland Bed-Day Committee, etc.) it is expected that Crisis Management Team meetings will be minimal;
- The training calendar is available on the Board web site. Ms. Gillespie reported trainings are being well received; some trainings have had waiting lists for attendance. Lunch and Learn trainings have been offered without a fee and the Education and Training Committee recommends this continue. Provider agency directors will be informed of agency staff who are registered and do not attend;

- The Workforce Development Committee had their first meeting in January 2009. Discussion topics are provided within the printed January 6th Education and Training Committee meeting report. The Workforce Development Committee is scheduled to meet on February 5th at 3:30 PM; Board members and agency staff were invited.
- The Board's Annual Conference is scheduled for March 12 & 13, 2009 at First Christian Church, Edgewood Campus. "Collaboration" will be the overall theme throughout the Conference. Suggestions for speakers and/or session topics are welcome and may be submitted to Board staff;
- The Education and Training Committee members plan to work with the Stark County Medical Society and look into planning a physician's training in the Fall of 2009;
- The next Education and Training Committee is scheduled for February 5, 2009 at 4:30 PM.

Upon motion by Tom Douce, seconded by Sandy Stamates, the Board does hereby receive the January 6, 2009 Education and Training Committee meeting report.

Ayes: H. Bobbitt, E. Bowen, T. Douce, T. Escola, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamates, A. Thornberry, C. Werren;
Nays: none; **Abstentions:** none. **Motion carried.**

VI PROGRAM AND EVALUATION COMMITTEE

A. January 8, 2009 Program and Evaluation Committee Meeting Report

Rev. C. David Morgan reported the Program and Evaluation Committee met on January 8, 2009 and the printed report is presented. Rev. Morgan reported that charts presenting adolescent services were provided in December. Charts presenting adult mental health and AoD services were provided this month.

1. Behavioral Health Framework – Adult Services

Ms. Pollard thanked Heartland East Administrative Services for the data provided within the charts. Charts and information presented are as follows:

- Treatment services for adults listing the types of services and the number of agencies who providing the service;
- Mental health treatment services (by services) provided in SFY 2008 for adults; listing the number of people receiving services and costs;
- Mental health treatment services (by service and by agency) provided in SFY 2008 for adults; listing the number of people receiving services and costs;
- AoD treatment services (by level of care) provided in SFY 2008 for adults; listing the number of people receiving services and costs;
- AoD treatment services (by level of care and by agency) provided in SFY 2008 for adults; listing the number of people receiving services and costs;
- Definitions for services.

Ms. Pollard further reported that ODADAS levels of care may encompass more than one service. Ms. Pollard reported the number of clients presented on the charts are not unduplicated numbers (i.e., all clients are required to have an AoD assessment and then other services are typically provided as well). Clients receiving duplicated (same services) at various agencies will be looked into. Rev. Morgan commended Board staff for their efforts in putting together the service charts.

Rev. Morgan further reported the Program and Evaluation Committee is looking for tools to assist in evaluating and prioritizing service needs within the community. To assist with this project Board staff prepared a chart titled "Stark County Matrix of Services" and the service providers have been asked to classify services by the following classifications:

- Critical Services
- Vital Services
- Essential Services

Rev. Morgan further reported a client records policy will be developed. The former ADAS Board had a client records policy which is being looked at. The goal is for the policy to be appropriate, ensure confidentiality issues are protected, while addressing the storage of records, access to records, preservation of client records, and protecting the integrity of client records maintained by the Board. Upon motion by C. David Morgan, seconded by Adriann Thornberry, the Board does hereby receive the January 8, 2009 Program and Evaluation Committee meeting report.

Ayes: H. Bobbitt, E. Bowen, T. Douce, T. Escola, J. Gillespie, J. Gonzalez, J. Luckring, D. McMasters, C. D. Morgan, K. Patel, E. Schwartz, L. Shaheen, C. Simpson, S. Stamatates, A. Thornberry, C. Werren; **Nays:** none; **Abstentions:** none. **Motion carried.**

VII ALCOHOL AND DRUG COMMITTEE

No report.

VIII COMMUNITY AFFAIRS COMMITTEE

Mr. Werren reported several news releases have been distributed within the past month. Ms. Mastroianni reported the following:

- SHELTER and Pathways II grant press release information publicized by Canton Repository, Massillon Independent, Alliance Review, WKSU, and WHBC;
- A meeting was held with Canton Repository regarding the Pathways II grant for an in-depth article which is expected within the next few weeks;
- Dan McMaster is being honored with the *Innovative Leadership Award*, one of three annual Community Board member awards granted by the Ohio Association of County Behavioral Health Authorities (OACBHA) at their Board training on January 28th;
- Legislatures have been contacted regarding the state budget cuts and information was provided to community stakeholders, Board members, staff, and provider staff encouraging submission of letters regarding this issue. Meetings are being set up to meet with them individually on January 27th before the Board training session;
- Stigma reduction campaign is being worked on. A meeting is planned with Dr. Tamara Daily with Mt. Union College seeking research information and possible collaboration for this project.
- A group of Perry High School and Fairless High School students are meeting with Board staff regarding a senior class project they are working on. Part of their project is to plan an event. They have elected to host a spaghetti dinner on March 14th to benefit the MHRS Board. Details will be distributed when available;
- A local legislative conference is being planned for the end of March 2009.

Mr. Werren reported the Community Affairs Committee will be meeting on Monday, January 26th and invited anyone interested in learning more about the Board's role in the community.

IX EXECUTIVE DIRECTOR REPORT

Mr. Aller reported the following:

- The State budget cut information has been received. The budget reduction from ODADAS is minimal as approximately half of the allocation from ODADAS is federal funds. ODMH reformulated the budget cut announced in October and included it in the current cut. The total budget cut from ODMH is approximately \$1,077,000. The Board has already absorbed approximately \$175,000 from the October 2008 budget reduction; making the current ODMH budget reduction approximately \$900,000. The Board has identified some areas which are below budget where cost savings can be realized (i.e., out of county residential). Provider billings are being looked at and agencies are being asked to project billings through the end of the year. The goal is to not have billings under budget at the end of the year leaving unexpended state funds at the Board. Medicaid and non-Medicaid billings will be projected;

- The information obtained by classifying services as critical, essential, or vital will be very beneficial in looking at budget cuts and also helpful when levy revenue is received in 2010.
- Board operations expenses were reduced by approximately 12% with the merger of the former ADAS Board and MH Board. Board operations are under budget for the first six months of SFY 2009;
- There is discussion at the state level that the FMAP (Federal Medical Assistance Percentage) reimbursed to the Board for Medicaid eligible services billed may be increased retroactively to January 1, 2009. The impact on the system if this occurs could be significant;
- Out of county adolescent residential services costs are below budget. Mr. Aller commended Jackie Pollard, Gloria Sanders, Wendy Hunter-Vaughn, Stark County Family Council, and all agencies providing services to adolescents who have worked on this project;
- The above mentioned initiatives will help to reduce the amount of budget cuts needing to be passed along to contract providers;
- Executive Committee members and Mr. Aller will be meeting with OACBHA the week of January 26th and hope to have further clarification and information on the FMAP issue;
- Meetings will be scheduled with contract providers regarding budget cuts;
- The current state budget cuts apply to SFY 2009;
- A *Summit on Children* training event is scheduled for March 6th. This event is a collaborative between the juvenile court system, Stark County Department of Job & Family Services, and other community partners. Information on this event will be sent to MHRS Board members;
- A training entitled *Bridges Out of Poverty* will be held in April 2009. This event is an initiative sponsored by local foundations. The Board has been asked to be involved in the planning of this event;
- Mr. Aller met with Mike Miller, CEO and Superintendent of Stark MRDD. Discussion focused on the messaging with the upcoming MRDD levy and how the Board and MRDD can complement each other moving forward.

X CORRESPONDENCE / INFORMATION

A. OACBHA Fact Sheet: Sex Offender Program Certification

The current OACBHA (Ohio Association of County Behavioral Health Authorities) fact sheet entitled *Sex Offender Program Certification* was provided.

The following information was shared:

- Mr. McMasters reported several Board members will be visiting local legislative offices in Columbus and attending various workshops and trainings for Board members during the last week of January.
- The Child & Adolescent Behavioral Health (CABH) annual fundraiser event *Let Your Light Shine* is scheduled for January 31, 2009. The event will be held at Brookside Country Club with a cost of \$40. Event flyers were distributed.


XI PUBLIC COMMENT

- Melissa Pearce, Domestic Violence Project (DVP), announced DVP will be holding their annual fundraiser in March. In conjunction with First Friday in February, an arts contest will be held on February 6th at the Anderson Creative Studio (221 – 5th Street NW, Canton).
- Ms. Pollard reported that the TIPS training is scheduled for January 28th, 29th and 30th. January 28th will be an overview of the evidenced-based model and Wednesday afternoon and Thursday will provide in-depth information. The Friday training is specific to the agencies providing SHELTER grant services.

XII ADJOURNMENT

Mr. McMasters adjourned the January 22, 2009 MHRS Board meeting at 5:10 PM.

Respectfully submitted:



Debbie Johnson
Office Manager

APPROVAL DATE: February 26, 2009

ATTEST:



Elizabeth Bowen, Board Secretary
Mental Health and Recovery Services Board of Stark County



John R. Aller, Executive Director
Mental Health and Recovery Services Board of Stark County