

**MINUTES**  
**MH&R BOARD OF ERIE & OTTAWA COUNTIES**  
— **DECEMBER 8, 2015** —

PRESENT:	Jo-Ann Sanders Tim Betton Betsy Wilber Gerhard Gross Ron Mraz	Keith Newton Anthony Setley Craig Stahl Ron Guerra Charles Murray	Darwitt Garret Sandi Carpenter Chris Galvin Connie Kendrick
OFFICE STAFF:	Kirk Halliday	Beth Williams	Patty Koelsch
EXCUSED:	Keyleigh Snyder		
ABSENT:	Jim VanEerten		

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THE MHRB MEETING OF DECEMBER 8<sup>TH</sup>, 2015, WAS CALLED TO ORDER AT 5:15 P.M. AND THE CHAIRMAN NOTED THE PRESENCE OF A QUORUM, JO-ANN SANDERS, CHAIR, PRESIDING.

Jo-Ann Sanders acknowledged that she will fulfill her term as Board Chair through June 30, 2016 and appreciates the support she has received from her colleagues.

- ✓ Craig Stahl moved that we accept Dr. Sanders continuation as Board Chair and we look forward to working with her for the next six months, second by Betsy Wilber, approved unanimously by consent vote.

Agenda was approved as amended, *removal of Vice-Chair nominations*. Secretary's Report (*minutes of November 17, 2015*) was approved as written without objection.

EXECUTIVE DIRECTOR'S REPORT - *INCIDENTAL*:

- Monitoring reports – Dr. Halliday read aloud; Report on Executive Limitations Policy No. I-H: Communication & Counsel to the Board. The purpose of this policy is to bring the Boards attention to specific items and policies which need to be brought up, discussed, and reinforced in a timely and organized manner.
- Financials reviewed by Beth Williams;
  - 1) Board Prerogatives
  - 2) FY16 Revenue Budget with Actuals
  - 3) Actual Expenses for FY2016
  - 4) Agency Payments (POS/GRANTS) Detail

Once again a plethora of discussion took place concerning the financial documents and how they are being reported and presented to this Board. It was agreed by all to pursue these issues in the context of the scheduled January Finance Committee meeting.

- Monthly Update: Dr. Halliday stated as part of the State Fiscal Year 2014-15 Biennial Budget Bill (HB59), changes were made to several sections of O.R.C. 340 regarding the local continuum of care, service array and wait list reporting requirements. Many of these changes become effective 9/15/16, and will impact the State Department, Boards, Provider Agencies, and Clients.

Changes were made to O.R.C. 340.033 requiring specific services for opioid and co-occurring drug addiction available in each board service district to include: ambulatory detoxification, non-intensive and intensive outpatient services, medication-assisted treatment, peer monitoring, recovery housing, twelve-step approaches, residential treatment, and sub-acute detoxification. It was noted that we implement all of these requirements now with the exception of ambulatory detoxification.

- A copy of this report will be e-mailed to all Board members for review.

- Research and Feedback:
  - a) The Administration is looking to add more Medicaid services by changing coverage and definitions. It would also design a new health care delivery payment system based on episodes, using care management principals.
  - b) The Guidelines for the FY2016 Community Plan (*of which we are nearly halfway through*) will be released sometime in January, with a due date in March. Whatever is available in January will be presented to the Board.

UNFINISHED BUSINESS:

The issue of raises for the staff was brought up. Ms. Ruffing noted that we are reviewing the CY budget tonight and no changes have been built in for raises. So this would not be appropriate to bring up at this time. Ms. Ruffing pointed out under the system of governance we have you approve a line item for salary and the ED then allocates the line item among his staff. There are no anticipated raises.

It was noted that the audit issue was previously tabled and should be brought back up.

Comments:

- We were just audited by the State with no material findings.
- The report I read said there were major problems.
- Our reports don't make a lot of sense and our budgets have never balanced one month to the next nothing matches.
- Our budgets are balanced every month.
- There appears to be dollars available for an independent audit.
- I cannot make the numbers match no matter what I do.
- I believe there is a communication problem here.
- Maybe we should go to other boards and see how they report their budget.
- Part of the confusion is our audits are done on a calendar year and the budget which the Board is presented with every month is on a fiscal year.
- We have this same discussion every month.
- This is not a personal attack on anyone.
- There's nothing wrong being audited it's not an accusation.

Dr. Halliday noted that these issues were addressed specifically in his evaluation comments.

According to our Board Solicitor, it is within the pleasure of the Board to have the books audited. Ms. Ruffing also noted the State auditors, whose job it is to audit, have just done that and she was told by the person in charge of the audit that it was a clean audit. She urged any Board member with additional questions to give them a call before spending additional money on another audit that is in her opinion unnecessary but is certainly within your prerogative to do.

After a round-robin discussion involving all board members with numerous suggestions being made the Chair presented we table this discussion for now until Mr. Stahl and Ms. Wilber meet with Ms. Williams to identify some other boards to sample financial reports.

Dr. Halliday expressed that before going any further with changes a vote should be taken to see if the majority of members want to make any additional modifications to the present financial reporting.

*The Board Chair asked the Board members if they want to see the format of board reports changed to raise your hand, and if they are in favor that indicates dissatisfaction with the way Board reports are being presented not necessary with whether they match but with the way there are being presented.*

*Seven members agreed changes need to be made to the finance reports and 5 members voted they are satisfied with the way the reports are being presented. Therefore the majority rules that changes to the reports need to be made.*

*The Board Chair gave the assignment to the two noted board members to work with Beth Williams on the presentation of financials to this Board – moving forward.*

MOTIONS REQUIRING ACTION:

DECEMBER FINANCIALS REVIEWED BY BETH WILLIAMS

RESOLUTION No. 12-2015-01: WHEREAS: The attached *Financial Transaction Report* has been reviewed for appropriateness and compliance with Board Policies; therefore Betsy Wilber resolved the Mental Health and Recovery Board of Erie and Ottawa Counties approve the business contained in the Consent Agenda, second by Tim Betton. Roll call vote taken: Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, abstain; Ms. Wilber, no; and Dr. Sanders, yes; resolution approved.

SEPARATE ITEMS FOR APPROVAL REVIEWED BY BETH WILLIAMS

Item #4 –Approval of **Finalized Dockets** from prior month moved by Jo-Ann Sanders, second by Tim Betton. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, abstain; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, yes; Ms. Wilber, no; and Dr. Sanders, yes; item approved.

Item #5 –Approval of **MH&R Board CY2016 Estimated Revenue and Expenditure Budgets** moved by Jo-Ann Sanders, second by Sandi Carpenter. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, abstain; Ms. Wilber, no; and Dr. Sanders, yes; item approved.

Item #6 –**Approval of Family & Children First of Ottawa County CY2016 Estimated Revenue and Expenditure Budgets** moved by Jo-Ann Sanders, second by Keith Newton. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, yes; Ms. Wilber, yes; and Dr. Sanders, yes; item approved unanimously.

NEW BUSINESS/BOARD CONCERNS/COMMENTS FROM CHAIR:

Comments from the Chair were waived due to the time limitations.

A reminder to all members that the January board meeting will be held at Bayshore Counseling Services.

CQI – CONTINUOUS QUALITY IMPROVEMENT PLANNING:

MYOUTCOMES, AGENCY/SYSTEM PROGRESS REPORTS – FY16, 1<sup>ST</sup> QUARTER

A PowerPoint presentation was given by Beth Williams on the Erie Ottawa behavioral health system which included drug alcohol treatment services, inpatient and detox services, vocational services, prevention services, support services, and residential services.

Karen Russell, Firelands Counseling and Recovery Services, and Barb Kroll, Bayshore Counseling Services reinforced their enthusiasm for the MyOutcomes client-driven reports. The use of MyOutcomes, an evidence-based therapeutic measurement system, has improved services within our continuum of care.

COMMENTARY: Sandusky Artisans Recovery Community Center will be open Christmas Eve, Christmas Day, New Year's Eve and New Year's Day. Santa will also be coming again for the children. The Artisans will also be hosting a NAMI connections group starting January 8.

The Board is very appreciative of all the great work being done by all of our agencies and for the Mental Health Board and its staff.

EXECUTIVE SESSION:

- ✓ At 7:15 p.m. Jo-Ann Sanders moved to exit the regular board meeting and enter into executive session for the purpose of a) Personnel: Appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employee or official, or the investigation of charges or complaints against a public employee or official, Vickie Ruffing was asked to remain...second by Keith Newton. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, yes; Ms. Wilber, yes; and Dr. Sanders, yes; motion approved.
  
- ✓ At 8:30 p.m. the Chair dismissed the executive session and returned to the regular board meeting.
  
- ✓ Betsy Wilber moved to abolish the use of the Caver Governance in favor of Roberts Rules of Order starting January 1, 2016, second by Gerhard Gross. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Mr. Garrett, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, no; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, yes; Ms. Wilber, yes; and Dr. Sanders, yes, motion approved.

RECORD OF MOTIONS/RESOLUTIONS:

- 1) Resolution 12-2016-01, roll call vote approved.
- 2) Additional items for consent (4, 5, and 6) roll call vote all approved

RECORD OF FOLLOW-UP ACTION REQUEST: None

LIST OF ATTACHMENTS: OACBHA Behavioral Health Redesign - Update

THE MHRB MEETING OF DECEMBER 8<sup>TH</sup>, 2015, WAS ADJOURNED AT 8:40 P.M. WITHOUT OBJECTION BY JO-ANN SANDERS, CHAIR.

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Approved