

MINUTES
MENTAL HEALTH & RECOVERY BOARD OF ERIE AND OTTAWA
— FEBRUARY 16, 2016 —

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

THE MHRB MEETING OF FEBRUARY 16, 2016, WAS CALLED TO ORDER AT 5:15 P.M. AND THE CHAIRMAN NOTED THE PRESENCE OF A QUORUM, JO-ANN SANDERS, CHAIR, PRESIDING.

Agenda Item Proposals, Approval of Agenda and Secretary's Report (Minutes of 01/19/16 Meeting) were approved as written without objection.

EXECUTIVE DIRECTOR'S REPORT:

1) Monitoring report(s): Call for Questions:

Why do we break out the certain expenditures on the prerogatives report (pg. 5) separate from the other budget reports?

- It was noted that this is something that has been done for a very long time and has been continued.
- Dr. Halliday noted that a certain amount of money had to be available for basic pursuits and that is what this is.
- I have never been asked as a board member what my prerogatives are.
- It seems more confusing than helpful.
- *For clarification*, the prerogatives report is not needed if the information is also contained in the other budget reports to the Board.
- Dr. Halliday to confer with Beth Williams on this issue and report back to the Board with rational on whether or not it is needed.

When does the Board get to talk about board prerogatives? Dr. Halliday will report back to Board.

2) Research and Feedback:

BOARD IN-SERVICE TRAINING;

- Dr. Halliday suggested a double seminar (afternoon and evening) on March 31 to review the "Recovery Phone App". This is a new development that will make it possible for clients to use their cell phone to receive advice from experienced peer specialists.
- The training held last year was very good especially with having new board members. I would prefer that type of training again (Cheri Walter, OACBHA).
- Would also like to see information provided on various governance models available to us for review in addition to above stated request.

The board would like to have additional dates presented on training before making a decision – Dr. Halliday to look into suggestions provided and supply additional dates for selection.

FINANCE REPORTING SYSTEM; Dr. Halliday noted that we do not need any special software in order to do the financial reporting that the Board members previously reviewed and liked. But noted that it would need to interface with what the Erie County Auditor has to be sure it would be compatible. He asked that the Board let him know what format they want to use.

3) Other:

- Dr. Halliday provided (*hand-out*) conclusion of his analysis on the Conestoga Program completed and finished as of January 31. Ms. Gunderson forwarded her final reports to the board members. It was found that property values declined in Port Clinton about 29% however, the west end that had some services, declined only about 19%. The original Conestoga area in that same time period actually increased property values 9%. The model provided is currently continuing and working in Sandusky. We have hard data that is useful.

What is the evidence that this had anything to do with the increase in home values? Dr. Halliday noted the combination of addiction and mental health services contributed to this increase. Conestoga provided resources to these communities.

Additional discussion/comments ensued:

The presentation was that this program changed the property values – again where is the evidence of this? This doesn't sound reasonable.

Dr. Halliday suggested we hire a professional evaluator to study the data from the Conestoga program. Is that something the Board would consider?

The money spent already on CKG Consultants – that was her job to have gathered the information and provide evidence. The reports were faulty and something acquired off the internet.

I believe we paid for a flawed report.

Dr. Halliday noted that Ms. Gunderson does not want to work for this board again.

- Donna Kelley, Bayshore Counseling Services, shared the good news that they have received a grant "The Whole Child Matters Early Childhood Mental Health Initiative" for \$265,000 for a two year period. Ms. Kelley explained the program involves early/pre-school children mental health and home visits. They are already in two schools and are very excited about this program.

UNFINISHED BUSINESS:

Mr. Betton reported from the Finance Committee that this is a long process and could take some time to resolve what exactly the Board is looking for in terms of financial reporting. It was concluded that the Finance Committee meet every month until issues are resolved. Once that happens quarterly meetings should suffice.

Dr. Sanders noted that this is a long term issue that needs to be resolved. Information between the Board, Dr. Halliday, staff and Ms. Williams does not seem to be getting communicated properly.

Dr. Halliday was asked to coordinate with Beth Williams and devise a date for the next finance meeting to be scheduled before the March board meeting. Dr. Sanders noted the movement toward making the financial statements more readable is commendable. There is good work going on.

MOTIONS REQUIRING ACTION:
FEBRUARY FINANCIALS:

If any board member has any questions on financials prior to the board meeting they are free to call the board office and speak with Beth Williams or email her at *bethbw@mhrbeo.com*.

RESOLUTION NO. 02-2016-01: Whereas the attached **February 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 Sandi Carpenter. Roll call vote taken; Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Gerber, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, no; Mr. Newton, no; Pastor Setley, yes; Mr. Stahl, abstain; Mr. VanEerten, yes; Ms. Wilber, no; and Dr. Sanders, yes; resolution approved.

SEPARATE ITEMS FOR APPROVAL

Item #3 –Approval of **Finalized Dockets** with check numbers from prior month (January 2016) moved by Dr. Sanders, second by Mr. Newton. Roll call vote taken; Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Gerber, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, abstain; Mr. VanEerten, yes; Ms. Wilber, no; and Dr. Sanders, yes; *approved*.

Item #4 (required by law) –Authorization for the Executive Director to **send notice** from the MH&R Board of the **Non-renewal of existing contracts** moved by Dr. Sanders, second by Mr. Gross. Roll call vote taken; Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Gerber, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, yes; Mr. VanEerten, yes; Ms. Wilber, yes; and Dr. Sanders, yes; *approved unanimously*.

Item #5 –Authorization for the Executive Director to **accept The Whole Child Matters Early Childhood Mental Health Initiative Grant funds** for FY16 and FY17 (12/1/15 through 6/30/17) in an amount **not to exceed \$265,387** moved by Dr. Sanders, second by Ms. Kendrick. Roll call vote taken; Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Gerber, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, yes; Mr. VanEerten, yes; Ms. Wilber, yes; and Dr. Sanders, yes; *approved unanimously*.

Item #6 –Authorization for the Executive Director to **increase the FY16 Purchase of Service Contract with Bayshore Counseling Services** from \$874,390 to \$980,139 at an amount **not to exceed \$105,749**. This is first year funding for The Whole Child Matters Early Childhood Mental Health Initiative Grant moved by Dr. Sanders, second by Ms. Galvin. . Roll call vote taken; Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Gerber, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Murray, yes; Mr. Newton, yes; Pastor Setley, yes; Mr. Stahl, yes; Mr. VanEerten, yes; Ms. Wilber, yes; and Dr. Sanders, yes; *approved unanimously*.

Item #7 –Authorization for the Executive Director to **extend the contract of CKG Consulting, LLC**, Cindy Gunderson Sole Proprietor to **January 31, 2016** moved by Jo-Ann Sanders, second by Mr. Mraz.

Discussion/Comments:

- Dr. Halliday noted that we need to pay this because the work has already been done.
- The contract states the ending date of December 31, 2015
- How much has she been paid already - \$22,000
- For the month of January an invoice has been submitted for \$14,040
- She left money on the table and did not submit payment for the original amount
- Certain requirements of the contract were not delivered, believed to be in breach of contract

- Ms. Ruffing noted that the Board would need to go into executive session to discuss these issues further

Mr. Newton moved to table Item #7 until next month, second by Ms. Wilber. Consent vote approved.

Dr. Sanders requested additional information be brought to this board next month concerning contact in question.

- a) A copy of the complete signed CKG Consulting, LLC contract be sent to all board members.
- b) The total dollar amount that has been paid to date.
- c) Where exactly in the contact does it state extension of contract for an additional month?
- d) The Solicitor to provide what has been delivered.
- e) The information received from Ms. Gunderson *relates to 2014 not 2015*, which the contact was approved for.

Mr. VanEarten noted that we have approved payment for this in Resolution 02-2016-01, account number 74601-532240 for \$14,040, and added if not in contract how can we authorize that payment?

*Dr. Sanders moved to **amend Resolution Number 02-2016-01** to remove from approved expenditure #74601-53224, PO number 56112, CKG Consulting in the amount of \$14,040.00, second by Mr. Murray. Roll call vote taken 15 in approval, no dissents, no abstentions, motion approved unanimously.*

NEW BUSINESS/BOARD CONCERNS/COMMENTS FROM CHAIR:

- Mr. Betton recommended that we include the Health Department as one of the places to hold a board meeting – so noted. Dr. Halliday to make that decision.
- Dr. Sanders noted that a sub-committee to explore other governance polices was discussed at the Special Board meeting in December. It was asked by the Chair if such a committee still be appointed or to wait until after the training which we are to discuss various governing documents believed to occur next month.
 - It was decided to wait on forming a sub-committee until the Board received additional information on other forms of governance. Dr. Halliday noted that Liz Hendrick would be someone that could provide that information.
- Nomination of 2nd Vice-Chair
 - ❖ Dr. Sanders nominated Jim VanEerten, second by Ms. Galvin, nomination accepted.
 - ❖ Mr. Betton nominated Charles Murray, second by Mr. Guerra, nomination accepted.
 - ❖ Result of Election for 2nd Vice Chair position; Mr. VanEerten collected the majority vote and accepted the position as 2nd Vice Chair – certified by Vickie Ruffing
- Would like to see that all Board members receive the 2015 Community Health Assessment data presented by Community Partners at the Sandusky State Theatre.

CQI – CONTINUOUS QUALITY IMPROVEMENT PLANNING

- a) 2nd Quarter FY16 Agency Reports – no questions.
- b) ROSC Stakeholder Assessment/Results – final “Report to the Community” summarizing the results and areas of consensus were disseminated at the February meeting.

CLINICAL TOPIC OF INTEREST: *deferred*

COMMENTARY:

- Sandusky Artisans Recovery Community Center announcement of Health Fair and Recovery Meditation – flyers provided.

RECORD OF MOTIONS/RESOLUTIONS:

- Resolution 02-2016-01, roll call vote – approved as ***amended***.
- Additional items for approval (3, 4, 5, 6 and 7) roll call vote taken.

RECORD OF FOLLOW-UP ACTION REQUEST:

- ✓ Clarification on *prerogatives report; Dr. Halliday*
- ✓ *Board prerogatives (see minutes pg. 1)*
- ✓ Additional dates available for board training
- ✓ *Set-up a date for the next finance meeting to be scheduled before the March board meeting*
- ✓ *Copies of the 2015 Community Health Assessment data provided to all board members*
- ✓ *Additional information provided on the CKG Contract (see minutes pg. 4), Board Solicitor to provide what has been delivered.*

LIST OF ATTACHMENTS:

- City of Port Clinton Real Estate Trends 2008 to 2014
- (WHAM) Whole Health Action Management Kick-off Event Health Fair, March 15, 2016
- Sandusky Artisans Recovery Meditation

THE MHRB MEETING OF FEBRUARY 16, 2016, WAS ADJOURNED AT 7:15 P.M. WITHOUT OBJECTION BY, JO-ANN SANDERS, CHAIR.

Signature