

MINUTES
MH&R BOARD OF ERIE & OTTAWA COUNTIES
— NOVEMBER 17, 2015 —

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

THE MHRB MEETING OF NOVEMBER 17TH, 2015, AT PORT CLINTON, OHIO, WAS CALLED TO ORDER AT 5:15 P.M. AND THE CHAIRMAN NOTED THE PRESENCE OF A QUORUM, JO-ANN SANDERS, CHAIR, PRESIDING.

Oath of Office, Read by; *Pastor Anthony Setley. Welcome to the Board!*

Dr. Sanders extended her apologies for missing the FCRS crisis walk through and was told it was very exciting and informative. The Chair noted it would be prudent to eliminate the side-bar talking during the meeting but would be willing to hear any information relevant to decision-making. Everyone was also asked to *talk louder* during the meeting when speaking in order to be picked up on the recorder.

Agenda and Secretary's Report (minutes of October 20, 2015) both approved as written.

EXECUTIVE DIRECTOR'S REPORT - *INCIDENTAL*:

- 1) Monitoring Report(s): No questions.
- 2) Monthly Update:
 - a) A forensic conference (sponsored by FCRS) was held at Kalahari this past week and was attended by Dr. Halliday and Beth Williams.
 - b) Dr. Halliday has been working with Debbie Kelley and Vickie Ruffing on the changes in State law to which we need to adhere for clients and the community.
 - Are those State regulations public records? Dr. Halliday stated yes they are. The Chair asked for the link or to send information to look at.
 - Does this affect board members or staff? Dr. Halliday stated that it affects our Community Plan.
 - Is this something that we need to approve? Dr. Halliday stated that the Board needed to be aware of this.
 - Mr. Gross noted that the ORC 340.03 Board of alcohol, drug addiction, and mental health services – powers and duties has changed. Also, ORC 340.04 Executive director of board – powers and duties has been revised. Both effective September 29, 2015. This is something we will want to look into and make sure we are in compliance.
 - c) Housing – the Erie County Recovery Home is having a grand opening this week. Volunteers of America are staffing the home and the residence (326 Decatur St.) was donated to VOA by Ruth Parker.
 - d) All board members have been invited to attend the 2015 Community Health Needs Assessment Stakeholder & Community Presentation on Wednesday, December 2, 2015 at Magruder Hospital.

3) Research and Feedback:

a) Needs assessment information: Discussion/Comments

Point of clarification; the needs assessment information sent to us was not what was asked for. The Board Chair is looking for specific details on When the needs assessment is done, Who does it, and Where is the information compiled from. This would be the information needed to establish budgetary issues. Most importantly KEEP IT SIMPLE and explain the process in narrative form.

In order for this Board to participate in the allocation of funds we need to know what the community needs are. We need to hear from our providers as well as other stakeholders.

Governance Policy II-B *Governing Board Membership and Duties*; states MHRB responsibilities include; Establish, to the extent resources are available, a continuum of care, Evaluate the need for facilities and community addiction and mental health services, assess community addiction and mental health need, establish mechanism for obtaining community input, entering into contracts, strategic planning, approval and monitoring of funding allocations and budgets...

Dr. Halliday noted that the Community Plan has been the staff's responsibility.

The Board wants to be helpful and productive.

Detoxing in jails is something this Board needs to address – is that not our job?

What does the Charter for County Boards specify?

Under the powers and duties of the Board (such as ourself) according to the ORC we are suppose to *conduct program audits* that review and evaluate the quality, effectiveness and efficiency of addiction and mental health services provided in its Community Mental Health Services Providers under the recommendations of the Department of Mental Health Services.

Ms. Ruffing noted that the information that the Board received on needs assessment was thought to be what you were looking for. The Board is receiving reports and outcomes on a continuous basis. It is much more complicated and complex than what the Board is aware of on a monthly basis. We have yearly community forums as well as meetings with numerous other entities. The board staff compiles all the information and makes recommendations for Board approval (budgetary/programs/community plan).

Dr. Halliday noted that the values, goals and objectives are determined by the Board and should be reflected in our Annual Calendar.

Needs assessment is another one of our responsibilities; ORC: establish a mechanism for obtaining advice and involvement of persons receiving addictions and mental health services. Getting input from persons receiving our services would be of great input for our needs assessment.

The next Community Plan to be brought to the board has not been decided yet because of the merger of the State departments. *It was asked by the Chair that Dr. Halliday find out when the next Community Plan will be available to the Board.*

Take note the Chair is satisfied that whatever is being done with the needs assessment is being appropriately done.

- b) Board meeting locations: Bayshore Counseling Services has agreed to host the January board meeting at their new facility at 1634 Sycamore Line, Sandusky.

UNFINISHED BUSINESS: *DEFERRED*

MOTIONS REQUIRING ACTION:

SUMMARY OF FINANCIAL TRANSACTION REPORT - reviewed by Beth Williams

RESOLUTION NO. 11-2016-01: 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; Ms. Galvin, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, abstain; Ms. Wilber, no; and Dr. Sanders, yes; resolution approved.

SEPARATE ITEMS FOR APPROVAL

Item #4 –Approval of **Finalized Dockets** from prior month. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, no; and Dr. Sanders, yes; item approved.

Item #5 –Approval of Annual **Awards Dinner** Actual Budget/Expenses. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Newton, no; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, no; and Dr. Sanders, yes; item approved.

NEW BUSINESS:

Mr. Gross asked to have the *Balance (year to date actual figures)* made available on the Actual Expenses monitoring report. Ms. Williams stated that would not be a problem and will implement the request.

EXECUTIVE SESSION:

- ✓ At 6:25 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...second by Keith Newton. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, yes; and Dr. Sanders, yes; motion approved unanimously.
- ✓ At 7:18 p.m. the Chair dismissed the executive session and returned to the regular board meeting.

CQI – CONTINUOUS QUALITY IMPROVEMENT:

MY OUTCOMES/AGENCY/SYSTEM PROGRESS REPORTS - RESCHEDULED FOR DECEMBER

CLINICAL TOPIC OF INTEREST: NONE

COMMENTARY: NONE

- ❖ *At this time The Board Chair noted she believes she has done as much as she can do for this board and would like the record to state effective tonight Dr. Sanders resigns from the mental health and recovery board and as chair. According to the Governance Document Betsy Wilber will take over as chair effective in December.*

EXECUTIVE SESSION:

- ✓ At 7:21 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...second by Mr. Gross. Roll call vote taken – Mr. Betton, yes; Ms. Carpenter, yes; Ms. Galvin, yes; Mr. Gross, yes; Mr. Guerra, yes; Ms. Kendrick, yes; Mr. Mraz, yes; Mr. Newton, yes; Pastor Setley, yes; Ms. Snyder, yes; Mr. Stahl, yes; Ms. Wilber, yes; and Dr. Sanders, yes; motion approved unanimously.
- ✓ At 7:30 p.m. the Chair dismissed the executive session and returned to the regular board meeting.

Mr. Stahl stated that Dr. Sanders did an awesome job as Chair.

RECORD OF MOTIONS/RESOLUTIONS:

- 1) Resolution 11-2015-01, roll call vote *approved*
- 2) Finalized dockets, roll call vote *approved*
- 3) Awards Dinner Actual Budget, roll call vote *approved*

RECORD OF FOLLOW-UP ACTION REQUEST:

- Specific details on When, Who, and Where needs assessment information is complied. Provide a simple narrative.
- When will the next Community Plan be brought to the Board?

LIST OF ATTACHMENTS: NONE

THE MHRB MEETING OF NOVEMBER 17TH, 2015, WAS ADJOURNED AT 7:33 P.M. WITHOUT OBJECTION BY JO-ANN SANDERS, CHAIR.

Respectfully submitted,
