

**Tri-County Board of Recovery & Mental Health Services  
Board of Directors' Meeting  
Minutes**

**March 17, 2010**

**BOARD MEMBERS PRESENT**

Dennis Butts  
Jewell Good  
Julie Harmon  
Marianne Helmlinger  
Jerry Herbe  
Kate Ketron  
George Lovett, Chairperson  
William Lutz  
Michael Martin  
Robert Menz  
Jason Wagner  
Roger Welklin  
Marcy Youtz

**BOARD MEMBERS EXCUSED**

Craig Dusek  
Nancy Sullivan

**GUESTS PRESENT**

Thom Grim, MCRC  
Lyn McArdle, DCRS  
Karen Dickey, Mental Health Coalition  
Joanne Mieding, Miami County NAMI  
Dr. Jim Moore, DCMHC  
Ken Ward, SCCC

**BOARD STAFF PRESENT**

Joyce Arnold  
Terri Becker  
Amanda Brown  
Norma Hatke  
Jerry Hill  
Jodi Long  
Mark McDaniel, Executive Director  
Steve McEldowney

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, March 17, 2010 for their Board of Directors' meeting. George Lovett called the meeting to order at 6:45 p.m.

Board staff member Amanda Brown took roll call. Thirteen Board members were present; three were absent. The Board staff and guests introduced themselves and identified the agency or group they represented. A sign-in sheet was available to them for attendance records.

**APPOINTMENT OF SECRETARY**

Marianne Helmlinger was appointed secretary to attest to the Board meeting minutes.

## APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING

The Board reviewed the agenda for the evening. Jerry Herbe made a motion to approve the agenda as presented. Seconded by Bill Lutz. Vote taken. Motion carried.

The Board reviewed the minutes of the February 17, 2010 Board of Directors' meeting. Kate Ketron made a motion to approve the minutes of the February 17, 2010 Board of Directors' meeting with corrections noted. Seconded by Julie Harmon. Vote taken. Motion carried.

## BOARD GOVERNANCE – Mark McDaniel

Mark McDaniel announced that both Julie Harmon and Bob Menz have completed their first terms on the Board of Directors and have been reappointed by their appointing authority. Goerge presented the Oath of Office to both Julie and Bob. Mark also noted that ODMH approved a leave of absence from the Board for Nancy Sullivan through June 2010 to accommodate her school class schedule.

Mark provided an annual review of the Tri-County Board Strategic Plan. He reviewed each priority and goal outlined in the plan and the status of implementation.

## OLD BUSINESS

### FINANCE COMMITTEE – Jerry Herbe

Jerry Herbe reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the minutes of the February 2010 Finance Committee meeting. Jerry made a motion to approve the minutes of the February 17, 2010 Finance Committee meeting as corrected. Seconded by Bill Lutz. Vote taken. Motion carried.

The Board reviewed the Financial Statements from February 2010. Jerry noted that there were no abnormalities to report. After further review, Jerry made a motion to approve the February 2010 Financial Statements as presented. Seconded by Jason Wagner. Vote taken. Motion carried.

The Board reviewed the Service Reports from January 2010. Jerry explained that the report reflects each agency's status concerning delivery of services reported through January 2010, 58% of the way through the fiscal year. Jerry noted that overall service delivery is at 60.8%, mental health services are at 55%, and AoD services are at 70.9%.

Jerry provided an update for the Building Committee on the ODMH Capital Grant MH-856 for Shelby County Counseling Center. Ken Ward, SCCC Director, reported that construction work has begun at the new site and the official target date for completion is December 2010. However, Ken anticipates the work to be complete by this fall. Jerry noted that

the committee also discussed the one-stop-shop location in Miami County and that the information will be discussed during Executive Session.

Jerry provided an update on the transition of services from Miami County Mental Health Center to Miami County Recovery Council and Darke County Mental Health Clinic. He noted that the transition team continues to meet to work through issues such as physician time, lease for space, and the crisis center. He reported that the AoD service transition will be complete by April 26 and mental health service transition is targeted to be complete by June 28, 2010. Jerry noted that both MCRC and DCMHC are dedicated to making the transition as smooth as possible for consumers, staff and community partners in Miami County. Jerry further explained that MCRC has submitted a budget for the transition that will allow them to add necessary staff and reconfigure programs as needed. Their estimated need to complete the transition is \$61,000. Jerry Herbe made a motion to approve additional transition funding not to exceed \$61,000 for Miami County Recovery Council. Seconded by Dennis Butts. Mark provided further explanation of the transition costs and noted other restructuring that MCRC is experiencing with several of its buildings and programs as well.

The Board reviewed a FY2010 Contract Revision for the transition of AoD services in Miami County. Jerry explained that as the transition of AoD services from Miami County Mental Health Center to Miami County Recovery Center is completed, the FY2010 Contract for MCMHC would need to be reduced and those funds added to the contract of MCRC. The amount that we need to transfer is \$62,500. After further review, Jerry made a motion to reduce the FY2010 contract with Miami County Mental Health Center for a revised contract amount of \$960,646 for non-Medicaid services and to increase the FY 2010 contract with Miami County Recovery Council for a revised total of \$665,657 for non-Medicaid services. Terri Becker further explained that since the transition has been sped up with AoD services, the funds that would provide services at MCMHC in FY10 would need to be reallocated to MCRC for services provided in the remainder of the fiscal year. Seconded by Kate Ketron. Vote taken. Motion carried.

The Board reviewed the Calendar Year 2010 Appropriations. Jerry noted that the sheet in the packet was labeled 2009, but should be corrected to read 2010. He further explained that the temporary appropriations were approved in November and are based on the calendar year and County's chart of accounts. Now that the year is closed out and we have cash balances, we can approve full year appropriations to file by March 31, 2010. Jerry made a motion to approve the full Calendar Year 2010 Appropriations as corrected. Seconded by Bill Lutz. Vote taken. Motion carried.

Jerry explained that the Finance Committee is exploring possible changes in payment methodologies for non-Medicaid funds for FY2011. These changes could potentially even out payments to agencies but still meet requirements of funding entities. We will discuss this further in future meetings.

Jerry provided an update on the FY2011 budget process. He reported that MCRC was notified that they were approved for Drug Court Expansion funds. Jerry also noted that the

Board has not received allocations from either State Department, though FY2011 Budget packets will go out to agencies soon. He noted that the Board would plan for flat funding and hope that allocations will allow us to maintain that level of funding. Budgets will be due from the agencies in late April so that contracts can be approved at the May Board meeting.

The next meeting of the Finance Committee will be held on Wednesday, April 21, 2010 at 5:45 p.m. at the Board office.

#### PLANNING COMMITTEE – Kate Ketron

Kate Ketron reported that the Planning Committee met on March 3, 2010 at 6:00 p.m. at the Board office.

Kate reported that the committee received several updates regarding Terry Swartz's retirement, the transition in services from MCMHC to MCRC and DCMHC, and plans to offer a one-stop-shop in Miami County.

Kate provided an update on State Hospital bed day usage and reported that usage of bed days is significantly higher than the purchased amount through January. Kate explained that State Hospital bed day usage has leveled off in the last few months, however if the Board had to reconcile with ODMH today there would be payback to ODMH. Mark explained the SCUD formula currently used by ODMH to reconcile bed day usage and noted that the Board will continue to have the +/- 250 bed day allowance in planning for FY2011.

Kate reported that the committee discussed the definition of recovery to be included in the Recovery Academy. The definition was distributed to Board members for their review. The definition of recovery is a lifelong process of ongoing transformation for a person with mental illness or substance dependence. Each individual's potential for recovery involves developing hope, re-building a sense of self, a partnership with their support team to guide them in how to achieve optimal life roles in meeting their basic needs including relationships, work, and education. After further review, Kate made a motion to approve the Recovery Academy definition of recovery as presented. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

Kate reported that the committee discussed creation of a Consumer Advocacy Advisory Council. Kate noted that the discussion included council membership, mission of the council, and primary goals. Board staff would begin putting together a proposal for the establishment of a Consumer Advocacy Advisory Council to present to the committee at a future meeting.

Kate made a motion to approve the minutes of the March 3, 2010 Planning Committee meeting with the corrected meeting date. Seconded by Julie Harmon. Vote taken. Motion carried.

The next meeting of the Planning Committee will be held on Wednesday, April 7, 2010 at 6:00 p.m. at the Board office.

EXECUTIVE SESSION – George Lovett

George Lovett announced that the Board would enter into executive session. Bill Lutz made a motion to enter into executive session with the Executive Director to discuss the purchase of property. Seconded by Marcy Youtz. A roll call vote was taken. The Board entered into executive session.

Following the executive session, Marcy Youtz made a motion to return to open session. Seconded by Jewell Good. Vote taken. Motion carried.

**STAFF REPORTS**

DIRECTOR’S REPORT – Mark McDaniel

Mark presented the Director’s Report to the Board and noted that there are several items coming up for the Board to act on this spring including the election of Board Officers for the next fiscal year, the FY2011 budget process, and the Executive Director’s performance review.

Mark noted that he would keep the Board informed as the transition of services in Miami County continues.

**NEW BUSINESS**

There being no new business, Bill Lutz made a motion to adjourn. Seconded by Julie Harmon. Vote taken. Motion carried. The Board meeting adjourned at 8:30 p.m. The next Board of Directors’ meeting will be held on Wednesday, April 21, 2010 at 6:45 p.m. at the Board office.

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George Lovett, Chairperson

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Marianne Helmlinger, Secretary

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Amanda Brown