

**WOOD COUNTY ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES
BOARD**

FINANCE AND ADMINISTRATION MEETING MINUTES

MAY 17, 2017

COMMITTEE/BOARD MEMBERS PRESENT:

Stan Korducki	Beverley Hirzel
Randy Rothenbuhler	John Alexander
Doug Cubberley	

ABSENT: Jennifer Cummings (E)

GUESTS PRESENT: John Betts, Courtney Shaffer, John Fortner, Jessica Schmitt, Adam Nutt, Kyle Clark, Lynda Sheets and Ayern Williams.

ADAMHS BOARD STAFF PRESENT: Tom Clemons, Lorrie Lewandowski, Julie Launstein, Chris Streidl, Pam Shumaker and Britni Fackler

1. CALL TO ORDER

Stan Korducki called the meeting to order at 12:02 p.m.

2. The order of the agenda items was changed to allow sufficient time for discussion of most important items.

3. OLD BUSINESS

Website proposal discussion (Development, Hosting, Maintenance and Management)- This was discussed at the Program Committee. Britni Fackler got some costs for ongoing maintenance from both Martini Creative and In Transit Studios. Martini Creative quoted us for 3-4 hours of work for \$150-200 a month but could take more time which would cost more. Hosting is \$36 a month. They will customize our site to fit our needs by using WordPress. In Transit Studios monthly security fee is \$59/mo and basic hosting is \$20 but can be combined for \$75/mo. The maintenance covers quick changes (less than 1/2hr per month) but they are happy to assist with other changes for an hourly rate of (\$55/hr). Program Committee recommended Martini Creative. Bev Hirzel suggested that we check in to WCnet. Britni Fackler will reach out to WCnet.

Great Office Solutions Helper (GOSH) Implementation Update- Thanks to Cheryl Critton, Pam Shumaker, and Julie Launstein for successfully submitting data files in GOSH. We are in the process of doing business rules with Board Staff and Kevin Taylor. The business rules are used for automatic adjudication of claims.

FY 2018 Draft Board Budget- Director Clemons walked the committee through some highlights. The total budget increase is \$100,483. The bulk of this is \$53,827 for payouts for Board staff who can officially retire. Please see attached items in Director Memo dated May 10, 2017. The Committee agreed to approve the Office Equipment line item, however the office equipment costs (furniture) is to be allocated but not appropriated until later in the year upon Clemons recommendation and Board approval. Clemons thinks the expenses are appropriate. The Board Budget approval is subject to Board Policy 3. In keeping with that policy, the Finance Committee forwards the proposed FY18 Board Budget to the

Executive Committee. John Alexander moved to bring the budget to the Executive Committee and Stan Korducki seconded. The motion passed.

FY18 Agency Allocations – Clemons stated that there have been some changes with the agency proposals. Harbor and CRC are going to be submitting revised information. Clemons is going to meet with the following agencies next week: Harbor, Cocoon, Zepf, and A Renewed Mind. The CFO of Harbor informed Board staff that they will be doing a major rewrite and submission of their financial budget. It was suggested that Clemons put together how the diverse agencies work together to assist criminal justice in a visual format. No action at this time on the agencies proposed FY18 programs and budgets. It was mentioned budgeting for FY18 has been very difficult, due to the ever changing landscape of Behavioral Health Re-design. When it comes to fee for service, we may have to ask for new dollars to support some existing services.

We have had a meeting with one managed care company and will meet with others to plan for coordination of services in preparation of the move to Medicaid Managed Care in January, 2018. There isn't supposed to be any major changes for the first year and a half in rates or service provisions due to Managed Care.

The next levy is a year and a half from now. Chris Steidl is applying for a Boundary Spanner grant.

4. NEW BUSINESS

March Schedule of Bills and Financials- This month's financial report is fairly routine, with no surprises. There is nothing significant to point out. Julie Launstein spent a lot of time budgeting and forecasting for FY18 and beyond. We are on target to be under budget with expenditures for FY17. We have seen all the revenue we will see for this fiscal year. A member asked if line item 110 security system has been completed. We will follow up on recommendations from the Sheriff's office, but some recommendations are very costly. Motion to approve John Alexander and Bev Hirzel. Financial report and schedule of bills.

Outcomes and System of Care Quarterly Report- Income verification that we do require has not been completed by a few agencies. They have to submit plan of correction for the problematic claims and findings of the compliance audit performed by Chris Steidl this past month. We have requested a meeting with the agencies to see how we can help to make sure this does not happen next year. All issues were correctable. By moving to GOSH, agencies will be required to provide adequate residency and income verification to GOSH. This information was required in the Board's current and previous contracts, by referring to the MACSIS Guidelines document. Since MACSIS is going away for claims in FY18, we are re-writing contracts to be explicit in these Board requirements for member enrollment and valid claims adjudication.

Suicide Prevention Plan- Lisa Myers is going to be speaking in June to the Program Committee. Suicide rates have increased and we are double checking the statistics to make sure they are correct. The suicides are taking place with the 19-89 population. Perrysburg has a significant issue that needs to be addressed in terms of suicides. It was suggested to see a short summary report and PowerPoint at the next meeting.

Recovery Conference Support Request- This opportunity allows clients and families to go who can't afford to go to the conference. They are asking Boards for \$1,500 to support this conference. If

we participate, then we receive ten spots for people to attend. This will be in Columbus, Ohio at Hyatt. Clemons will have more information in the Board packet. This would be for next fiscal year. It was recommended that Clemons use the mini grant line item to pay for this. Thus, no Board action is necessary.

Proposed Criminal Justice Consultant- We are looking at a consultant position for \$17,000. This position would gather new data to determine the current status of Wood County’s Sequential Intercept Model and provide focus groups with law enforcement, and to improve communications among the mental health and criminal justice systems. The Criminal Justice Coordinator committee needs to start meeting on a regular basis again. This contract would be for a year and based on deliverable outcomes, this could be renewed.

5. Other

Roberts Rules of Order- It was mentioned the Board Chair should never lead a discussion and should always remain neutral on items. The Board Secretary calls the Board Chair last when voting.

Clemons needs to provide a chart depicting percentages of board dollars invested in prevention, intervention, treatment and recovery to show where Wood County tax dollars are being spent.

John Betts- Harbor’s health home situation was discussed. On May 16, 2017 Ohio Mental Health and Addiction Services and Medicaid have decided to go with an alternative plan, extending the Harbor Health Home through December 31, 2017.

John Fortner will become the new Director of Harbor Wood County, taking over for John Betts as he is retiring.

Kyle Clark- Invited board members to take a copy of the Alcohol Tobacco and Other Drugs School and Community Based annual report, and the prevention standards set by Mike De Wine to combat the Opiate addiction in the K-12 population. Wood County initiatives meet 13 of the 15 standards.

There being no further business, the meeting was adjourned at 1:15 p.m.

The next Finance and Administration Committee Meeting: June 14, 2017.

Submitted by Britni Fackler, Secretary

Approved by:


Stan Korducki, Finance Committee Chair

5/22/17
Date