

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

EXECUTIVE COMMITTEE MEETING MINUTES

September 14, 2017

COMMITTEE MEMBERS PRESENT:

- Randy Rothenbuhler ● Doug Cubberley ● Leanne Eby

ABSENT: Stan Korducki (E)

GUESTS PRESENT: Jeff Howell

ADAMHS BOARD STAFF PRESENT: Tom Clemons, Lorrie Lewandowski, Chris Streidl, Julie Launstein, and Cheryl Critton

Chairperson Cubberley called the meeting to order at 4:00 p.m.

Old Business:

- New Board Website -Review of Project and New Design: Director Clemons updated the Executive Committee on the new Board website. He will be meeting with Martini Creative to review logo ideas and color schemes. After discussions with the designer, Director Clemons approved moving forward with a new Board logo at a cost of approximately \$900.
- Lease Agreement/ADA Compliance Issues - Update: It has been determined the building is legally compliant with ADA guidelines based on the age of the building. This information was reported to both Program and Finance. The Program Committee made a motion to pursue a one-year lease while investigating what upgrades are necessary or consider moving to a different location. The Finance Committee discussed the issue and will recommend to the full board a two- year lease agreement. It was explained by going with the two-year option, the current lease will not need to be re-written or approved by the Prosecutor’s office. Also, the chance of the landlord making additional changes is eliminated by staying with the current lease. Presently, there is a minimal \$50 monthly increase each year, if we change the lease agreement now, that could be increased to off-set any upgrades that are made to the building. The landlord is willing to work with the Board on basic ADA upgrades but he is not required to do so by law. Director Clemons will write a memo supporting the Finance Committee motion for the September Board meeting explaining the benefits of a two-year lease.
- Criminal Justice Mental Health Coordinator Position and Joint Funding Proposal: The Prosecutor’s office did receive the grant but at a reduced award amount. The grant was awarded for \$100,000 versus \$160,000. Awards are based on county size and Wood County received the

maximum allowed. There are two positions, the criminal justice coordinator and a designated deputy from the sheriff's office. The sheriff's office is invested in the development of these two positions but can't put money towards personnel. The Prosecutor's office is asking for Board support of \$44,541.51. Board funds would go towards funding both positions. The coordinator position will be key and law enforcement fully supports its implementation. If the Board has specific requests for grant implementation, let staff know so these points can be part of a MOU. Board budgets are already tight and there is concern with taking on more debt but both Finance and Program unanimously recommend moving forward with the Grant. It was reported there has been good collaboration between the courts and law enforcement. There was a brief discussion on how the grant will benefit the courts and do they have funds to contribute? There are special project funds, but nothing has been determined at this point. There are still outstanding concerns because the grant was awarded prior to a firm plan being in place. This is only a single year commitment on the part of the Board and payments are on a cost reimbursement basis. The Executive Committee extends their support for the first year and participation for FY 19 can be discussed during allocations when we have more data on the effectiveness of the new positions.

- Regional Crisis Stabilization/Withdrawal Management Center Project - Update: Director Clemons will be meeting with other directors to discuss potential locations for a crisis stabilization unit. Currently, there are proposals for a unit in either Lima, Troy or Tiffin area. Unison/Mercy is interested in a unit in Bowling Green but there is not a specific location mentioned yet. These plans are all still in the discussion phase. There are funds available for operational expenditures but these funds are only available for two years. Capital costs will be a huge hurdle, but OMHAS does have capital funds we and Unison could apply for. Between OhioMHAS and Unison/Mercy the cost could be covered but there are still ongoing expenses.

### New Business:

- Board Meeting Preparation: There will be resolutions for the lease agreement, grant match, position descriptions and Board budget adjustment.
- Possible Funding Reductions in FY 19: Director Clemons stated at the June Board meeting that staff will be speaking with providers regarding funding reductions. These discussions are just beginning and will be reported on during the November Board meeting.
- More Accurate Funding Requests – Allocations Process: Director Clemons stressed the funding requests for FY19 must be accurate due to important levy planning.
- Levy Strategy: A levy strategy needs to be developed but it's too early until we have more data to assist in planning. The Auditor's office will be able to estimate how much a replacement levy will generate if that's the direction the Board decides to pursue. There is discussion regarding how to reduce funding by up to \$400,000. This will be considered in the levy planning. Cuts could be made over two funding periods, add more mileage or return the providers to being paid at the Medicaid rate. GOSH data should be available by January or February and this information will assist with future financial planning.

- New Staff Position Description and Table of Organization: Director Clemons is updating the position description for the Associate Director. The title may be changed to Director or Deputy Director of Community Programs. Board By-Laws state two staff need to have credentials to serve as Director if needed. These suggested changes will be part of the Board packet.
- FY 18 Board Project Timelines: funding timeline for reductions and levy campaign. A memo was sent to all committee members stating we will be working on a system of care budget reductions and levy planning. This discussion will take place later this fiscal year.

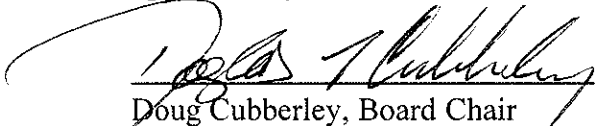
**Other:** None at this time.

**Public Comments:** None at this time.

**Adjourn**

Randy Rothenbuhler made a motion to adjourn, Leanne Eby seconded. Meeting was adjourned at 5:15 p.m.

**Approved by:**

  
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Doug Cubberley, Board Chair  
ADAMHS Board of Wood County

9/25/17  
Date

**Submitted by: Cheryl Critton, Data Coordinator**