

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

FINANCE AND ADMINISTRATION MEETING MINUTES

January 24, 2018

COMMITTEE MEMBERS PRESENT:

Stan Korducki and Jennifer Cummings

There was lack of quorum so these are just meeting notes, not formal meeting minutes.

ABSENT: Randy Rothenbuhler (U), Corey Speweik (U)

GUESTS PRESENT: Jeff Delay, Ayern Williams, Janelle LaFond, Adam Nutt, Jeff Delay, Morgan Fair,

Jessica Watts, Mindy Ward, Lynda Sheets

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

1. CALL TO ORDER

Stan Korducki called the meeting to order at 12:15 p.m.

Jackie from Clifton, Larson, Allen?? presented Children's Resource Centers audit funding report, please see attached. They are doing a great job. Next year will be the new non-profit standards so more changes in report in the future. Quarterly round tables on February 22nd at 8:30 a.m. will email information. Feel free to share.

OLD BUSINESS

Dialectical Behavioral Therapy (DBT) Training Project Update and Contract: This will be moving forward. Director Clemons reported that ODMH provided \$30,000 and recently provided us with \$75,000 to support continuum of care, the Board has set aside \$40,000 in levy dollars. Total 147,250 so we have funding for this since we expect two hospitals to pay for their own teams, five agencies for treatment services (Harbor, Family/Unison, Zepf, ARM and CRC) all want to take advantage of this training. The training would be state, local levy funds and will start at end of March (lasting 9-10 months). The first training is for agency then clinicians is the second training. There are phone trainings etc. Teams can be as few as 3 and as many as 10-12 people. The Department has received some letters about this pilot program. This is a pilot project. Some of the costs will be in FY 19.

Crisis Stabilization Unit Project Update: Withdrawal management and Crisis Stabilization Unit Project is a regional project. There are funds available from the state. The NW region is a little behind. There are two pools of money Crisis Stabilization Unit and crisis stabilization withdrawal management. The other ADAMHS Boards have agreed that Bowling Green is a good location with route 6 and I-75. Unison has submitted a proposal. Unison has managed some capital funds and only coming to us for per capita??? Location could be a number of places but trying to work somethings out. There is some land that is available from the County, they are looking out by the Jail and Health Department. Harbor is interested in submitting a proposal but Clemons will reach out to everyone to see if a possibility. Clemons will give Stan numbers.

2. NEW BUSINESS

October and November Schedule of Bills/October and November Financials: If you want more details please let Julie know. We are behind in getting bills in and up to date. Some of this was the BH redesign. In February we will have everything cleaned up from December to get a good 6-month look. Continuing to track long range so can present in February. This will need to be approved at the Board Meeting.

FY19 Budget Process: A budget process was handed out. This packet will be mailed out today. We are starting earlier than usual to be sure we have plenty of times to consider things. The process is to go ahead and ask for agencies to look at and consider proposed a 5% cut Actual not budgeted expenses. 120-day notices will need to be approved at the Board Meeting. In February discuss long range spreadsheet and Service Matrix and discussion on system priorities. March 2nd the proposals will be due. In March we may have additional meetings if needed. A Needs Assessment and Internal/External SWOT will needed to be completed as well. April Board Retreat. There is a possibility the Board could approve System of Care, Contracts and Board budget, Community Plan in April/June.

Unison Contract Proposal: Received a letter in December from Tim Yenrick stating Unison/Family Services is going to merge. Mr. Yenrick then mentioned that FS would have to close, due to their debt. Unison then said they can continue contract with the Board and there would be no interruption in services for Wood County. The old contract with Family Services will end in January. A new contract with Unison would need to be voted on at the Board Meeting. There is no additions funds from the ADMAHS Board to carry contract through the fiscal year.

Pathstone Contract: In the process of FY 18 budgeting, Pathstone has been on our budget but did not have an agreement with them. In reviewing policies and procedures because of the dollar amount being \$32,000 we should have an agreement. This works with Hispanic and migrant workers. Previously this was a flow through with the state then we continued it as a Board. This will need Board action for Monday.

MOU with NW Community Correction Center: This is on hold for a month.

Harbor FY 18 Budget Process and Contract Amendment: Last year there were some serious issues with Harbor budget that was proposed to us. We decided to do continuation budget we did increase \$25,000 for serious maintenance costs. We met with them several times and think for the Connection Center we have a budget that makes sense. We are close to budget for emergency services but still some problems are there. The salary ranges for one person doesn't make sense. We will talk to you about this and work it out. We are most settled for cost reimbursement the amendment would be to continue to pay for housing as a grant basis for now. This would be for this current allocation. Mindy Ward from Harbor have tried to make sense of budgets or missing items in budgets. Things are based on a legacy budget and this is not good enough. Need to start from scratch with personnel costs, etc it's very detailed and specific. Harbor and ADAMHS Board will not get true actual budget until we build a budget from start. The amendment needs to be voted on at the Board Meeting.

Contract Amendment BH Redesign: Passed contracts and now must do this again. CRC is requesting to use Medicaid rates vs our offered enhanced rates. This will be for the six agencies (ESC, CRC, FSNWO/Unison, Harbor, ARM)

3. **Other** Gaverone meeting this Friday at 2 p.m. anyone is welcome. Take from toms email!!!!!!??????This is a bill to request information on over dose to both parties????? Clemons will email Korducki.

PUBLIC:

There being no further business, the meeting was adjourned at

The next Finance and Administration Committee Meeting: February 26, 2018

Submitted by Britni Fackler, Secretary

Approved by:

Stan Korducki, Finance Committee Chair

Date