

**WOOD COUNTY ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES
BOARD
FINANCE AND ADMINISTRATION COMMITTEE MEETING MINUTES
January 16, 2019**

COMMITTEE MEMBERS PRESENT:

Stan Korducki, Corey Speweik, Dan Lambert, Hallie Nagel

ABSENT: Judy Ennis (E)

GUESTS PRESENT: Lynda Sheets, Melanie VanDyne, Kyle Clark and Stephanie McGuire Wise

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 Noon

Welcome, Hallie Nagel!

OLD BUSINESS

COQ Update: This process is for Boards to receive peer accreditation. There are nine sections to COQ (Culture Of Quality), and we are half way through completing everything, we need to focus on the policy and procedure side. Right now, the policies and Board bylaws will be reviewed by this committee. The goal is to get through the policy and procedure side before Tom Clemons retires. We have been working on these for almost a year. The benefit to being accredited, is in the event we have any legal issues the policies will help us have a procedure to deal with the issue. Also, the Department has been hinting for Boards to do this and may soon be requiring Boards to do this, as well as this is best practice. The peers that are already certified will be evaluating us to make sure that we are meeting standards.

Review 13 Policies: These are a response to be compliant with COQ. These are in front of Arlen de la Serna for review. The credit card policy raised some questions regarding food and alcohol. Members are to get their concerns/suggestions/questions sent to Chris Streidl, so he can make the changes and have these brought to the Board Meeting. There are some updates for the credit card that is due Feb 23rd, so we must review this policy and get approval. We will send this to everyone once we have the changes.

Bylaws (Proposed Changes/Corrections in Bylaws): Most were grammatic changes, and some are minor additions, required by the COQ standards. None of these are major or substantial changes. Streidl walked the committee through all the bylaws changes. There were a few changes which Streidl will make and if anyone has more changes, please email him those as soon as possible. The committee discussed different options of how to handle the bylaws. These included forming an ad Hoch committee and including leadership staff to review these, have the current committee review these, then bring it to the Board or taking these to the Board. Arlen is reviewing these, and we will hopefully have these changes back next week. Clemons said even though it would be nice to have these completed by the departure of the Executive Director, it is not necessary, if the Board needs more time.

NEW BUSINESS

November Schedule and November Financials: The Auditor's Office did not have year-end ready until the packet needed to be prepared, so Julie Launstein will have December schedule and financials for next month. We have had code changes, we are paying Medicaid rates, and we are coming in under where we were last year this time. We have seen some savings due to Behavioral Health Redesign. Next month, Julie Launstein will know better where we are on our FY2019 expenditures since she will have a full six months of data. There are no concerns currently. A member of the committee wants to meet with Launstein to ask her questions. Clemons wants to have new members meet to go over Board financial data and reports to the Board. It was recommended that Launstein breaks out budgeted subtotals for each agency.

FY20 Allocations Process: This is similar to last year. We are going to be sending out allocation requests to providers later this month. We are hoping for a continuation budget. However, in some areas, we will see some increases and decreases. We should see some savings from federal and state grants that we are receiving. Some of the new services will be strictly paid for with the grant money. There might need to be some contract amendments yet for this fiscal year. It was suggested to send out a calendar with descriptions of the Allocations' process. This will be presented and discussed at the Board Meeting.

Cocoon Renovation Project: Kathy Mull is not here today, but this is a request for supporting funding from the state to assist with the construction of the building at the Cocoon. There is no match or fiscal request to the Board, just a letter of support. This will be a resolution at the Board Meeting.

120-Notice: We are required by law to provide this if there are any substantial changes to our contract providers, services, or we are uncertain about funds. Since we are receiving in state funds this could be a substantial change to contracts. This must be sent out 120 days prior to the end of fiscal year. We send about twelve notices total. This will be a resolution at the Board Meeting.

OTHER

The levy report is included in packet. Stan Korducki has reviewed everything that we submitted.

There are two contracts being reviewed by Arlen de la Serna at the Prosecutor's office. The first one is for a contract with Sojourn, a geriatric psychiatric hospital. We have had a need for access for Wood county residents for many years. The contract will be less than \$25,000, and the funds for this expense are already allocated in our FY2019 System of Care Budget, in the Bed Days line item. Therefore, the Executive Director has been authorized to execute such contracts that meet our needs, given the allocation exists for this purpose and the value of the contract is less than \$25,000. This will be executed once we have final approval from Arlen.

"The other contact is with the University of Toledo Medical Center (UTMC). There is a lack of inpatient children's hospitalization for severely psychiatrically disturbed youth who are aggressive and violent. Such youth have often had to be sent out of state, as there is no place in Ohio to provide the intensive care needed for them. This results in poor outcomes for the youth and families and is very expensive for JFS and the Wood County Juvenile Court. Clemons and Director Dave Wigent of the Wood County Jobs and Family Services (JFS) have been advocating statewide to address this serious lack in our continuum of care for the past two years. The NW Ohio ADAMHS Boards have been working with

UTMC to work out a solution to address this need for over 18 months, and we have worked out a solution with UTMC providing intensive inpatient services. UTMC is making major modifications to keep kids safe and dealing with the deep end youth. The NW Boards are providing significant funding available from regional crisis funds from Ohio Mental Health and Addiction Services for this project. Once Arlen reviews the contract, then we will provide access to the contract for Board review. Medicaid will pay first before our money kicks in. We do have a regional pot of money that can pay for the rest of this fiscal year if needed. UTMC plans on opening February 1st, or shortly after. This is a fairly odd contract since there are dollar amounts that don't run throughout Boards, but if when these are exhausted, then we would have to potentially pay if this became our responsibility. We might never pay a dime depending on the circumstance, at least for the remainder of FY19. We hope the Board is able to act on this at the January Board meeting.

Unison, A Renewed Mind and Children's Resource Center have changes to their contract due to grant funds for SOR and Opiate. These changes are at the Prosecutors Office as well.

PUBLIC COMMENTS:

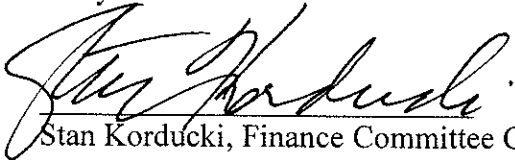
None

There being no further business, the meeting was adjourned at 12:58 p.m.

The next Finance and Administration Committee Meeting: February 13, 2019

Submitted by Britni Fackler, Secretary

Approved by:


Stan Korducki, Finance Committee Chair

1/28/19
Date