

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

FEBRUARY BOARD MEETING MINUTES

February 25, 2019

ADAMHS BOARD MEMBERS PRESENT: Doug Cubberley, Stan Korducki, Leanne Eby, Judy Ennis, Jessica Clements, Cary Wise, Erin Hachtel, Allan Baer, Sue Moore, Dan Lambert, and Hallie Nagle

ABSENT: Sue Moore (E), Marc Jensen (E), Corey Speweik (E) and Stan Edwards (U)

GUEST: Janelle LaFond, Kyle Clark, Kathy Mull, Stephanie McGuire Wise, Jeff Howell, Terra Davenport

BOARD STAFF: Tom Clemons, Aimee Coe, Chris Streidl, Pam Shumaker and Britni Fackler

Welcome, Tonya Camden.

CALL TO ORDER:

Doug Cubberley, Board Chair, called the meeting to order at 6:15 p.m. Britni Fackler called the roll, and a quorum was present.

APPROVAL OF CONSENT AGENDA

Judy Ennis made a motion to approve the consent agenda, and Stan Korducki seconded. Consent agenda approved.

UNFINISHED BUSINESS:

Executive Director Search Update- 20 resumes were given to Doug. Ten candidates met all statutory requirements. At the end of this meeting, we need to discuss ad hoc committee dates for a meeting.

Strategic Planning- OACBHA will provide our facilitator, we will provide dates to them and this will not be a cost to us. A Survey Monkey will be sent out for possible dates for a retreat. Wood County hospital rooms were offered, Britni Fackler will check into this and keep everyone informed.

ACTION/RESOLUTIONS (FY2019-18 thru FY2019-26)

ANNUAL APPROPRIATION RESOLUTIONATION CY 2019

OHIO REVISED CODE CHAPTER 5705

February 25, 2019

The *Wood County Alcohol, Drug Addiction & Mental Health Services Board*, Wood County, Ohio, met in session on the *25th day of February at The Atrium, One Courthouse Square, Bowling Green, Ohio*, with the following members present: Allen Baer, Jessica Clements, Tonya Camden, Leanne Eby, Judy Ennis, Erin Hachtel, Stan Korducki, Dan Lambert, Hallie Nagel, Cary Wise and Doug Cubberley ^{BF} Corey Spewak

Stan Korducki moved the adoption of the following Resolution:

Be it resolved, by the *Wood County Alcohol, Drug Addiction & Mental Health Services Board*, Wood County, Ohio, that to provide for the current expenses and other expenditures of said *Alcohol, Drug Addiction & Mental Health Services Board*, during the calendar year ending December 31, 2019, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for as follows, via

See Attached Schedule: Calendar Year 2019 Budget Estimates

ANNUAL APPROPRIATION SUMMARY

| | | |
|-----|----------------------------|-------------------|
| 053 | Special Levy Fund | \$ 13,844,436.70 |
| 851 | Fund (Title XX) | 70,000.00 |
| 849 | Fund (Indigent Driver) | 20,000.00 |
| 784 | Fund (Women's Residential) | 325,000.00 |
| | Total All Funds | \$ 14,259, 436.70 |

Annual Appropriation Resolution
Page Two

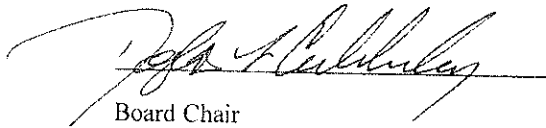
Wood County Alcohol, Drug Addiction and Mental Health Services Board - Calendar Year 2019 Budg

| | Special Levy 053 Fund | Title XX 851 Fund | Indigent Driver 849 Fund | Womens Res. 784 Fund |
|-------------------------------------|---------------------------|----------------------|-----------------------------|-------------------------|
| BALANCE, JANUARY 1 | \$4,000,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Receipts | | | | |
| 053-0253-001.00 | General Property Tax | | | |
| 053-0253-001.05 | Homestead/Rollback | | | |
| 053-0253-070.03 | General R.E. Tax(CY est.) | \$7,613,115.70 | | |
| 053-0253-002.00 | Tangible Personal | | | |
| 053-0253-002.05 | Personal Property -EX | | | |
| 053-0253-003.00 | Mobil Hm Gen Tx | | | |
| 053-0253-003.05 | Mobil Hm Hmsld/Rollback | | | |
| 053-0253-082.00 | Intergovernmental | \$2,231,321.00 | | |
| 053-0253-084.00 | Charge for Service | | | |
| 053-0253-277.00 | Reimbursements | | | |
| 053-0253-277.01 | Other Reimb | | | |
| 851-0550-000.00 | Title XX | \$70,000.00 | | |
| 849-0550-000.00 | Indigent Driver | | \$20,000.00 | |
| 784-0550-000.00 | Women's Residential | | | \$325,000.00 |
| | | | | |
| TOTAL RECEIPTS & BALANCE | \$13,844,436.70 | \$70,000.00 | \$20,000.00 | \$325,000.00 |
| Expenditures | | | | |
| 053-0253-102.00 | Salaries-WCADAMHSB | \$477,576.00 | | |
| 053-0253-201.00 | WCADAMHSB- Supplies | \$12,000.00 | | |
| 053-0253-301.00 | WCADAMHSB-Centr-Repair | \$16,000.00 | | |
| 053-0253-401.00 | WCADAMHSB-Cont-Serv | \$9,300,000.00 | | |
| 053-0253-501.00 | WCADAMHSB-Travel | \$12,000.00 | | |
| 053-0253-5756.00 | WCADAMHSB-Health Lic | \$100,000.00 | | |
| 053-0253-641.00 | WCADAMHSB-Equipment | \$15,000.00 | | |
| 053-0253-662.00 | WCADAMHSB-Grants | \$200,000.00 | | |
| 053-0253-696.00 | WCADAMHSB-Medicare | \$6,924.85 | | |
| 053-0253-699.00 | WCADAMHSB-Other Exp | \$400,000.00 | | |
| 053-0253-715.00 | WCADAMHSB-PER'S | \$66,860.64 | | |
| 053-0253-755.00 | WCADAMHSB-Workers Comp | \$9,551.52 | | |
| 053-0253-742.00 | WCADAMHSB-Transfers | \$3,227,523.69 | | |
| 053-0253-749.00 | WCADAMHSB-unemployment | \$1,000.00 | | |
| 851-0550-000.00 | Title XX | \$70,000.00 | | |
| 849-0550-000.00 | Indigent Driver | | \$20,000.00 | |
| 784-0550-000.00 | Women's Residential | | | \$325,000.00 |
| TOTAL EXPENDITURES | \$13,844,436.70 | \$70,000.00 | \$20,000.00 | \$325,000.00 |
| BALANCE, DECEMBER 31 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Annual Appropriations Resolution
Page Three

| Board Members | Yes | No | Absent | Abstain |
|------------------|-----|----|--------|---------|
| Allen Baer | X | | | |
| Jessica Clements | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | | | X | |
| Judy Ennis | X | | | |
| Erin Hachtel | X | | | |
| Marc Jensen | | | X | |
| Stan Korducki | X | | | |
| Dan Lambert | X | | | |
| Sue Moore | | | X | |
| Hallie Nagel | X | | | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Stan Korducki motioned to approve this resolution, Leanne Eby seconded. This resolution is adopted by the majority of the Board. Resolution passed.


Board Chair

2/29/19
Date

February 21, 2019

TO: Wood County ADAMHS Board

FROM: Julie Launstein, Finance Director

SUBJECT: Appropriations for Calendar Year 2019

SUMMARY: Compliance with Chapter 5705 of the Ohio Revised Code.

BACKGROUND:

The Board must adopt an Annual Appropriations Resolution. The County Auditor provides estimates for levy collections and the balance of cash in each of the respective funds. Estimates of "Other Sources" are provided to the County Auditor's Office by Board Staff. The Expenditure estimates for the Salary and Salary related line items were estimated based on current Board budget. For non-salary related items a historical cost was used with some additional funds to cover new projects. The appropriation in no way mandates that the Board expend those funds and includes estimates since the time frame covers part of Fiscal Year 2019 and Fiscal Year 2020. Our allocations budget is our management source for expenditure of Board funds. The Board's system of care budget is established in May or June of this year for Fiscal year 2020 (07/01/2019 to 06/30/2020). Without approval and submission of this document, the Board would not be able to pay its bills.

PLANNING IMPLICATIONS:

If the Board happens to receive revenue from the state in excess of the estimated on the Amended Certificate of Estimated Resources and would need to expend those funds, then an additional "Amended Certificate of Estimated Resources" would need to be requested from the Budget Commission before an increase could occur in the calendar year appropriation. At this time the state budget is not known.

A letter sent to the County Auditor's Office also state in part, that "Although our Board has appropriated all the funds, it does not plan on spending all of the funds and has used the transfer account to project a reserve.

NEXT STEPS:

Full Board approval of the calendar year 2019 Appropriations at the February 25, 2019 meeting.

RESOLUTION #FY2019-19

DBT

FY 19 Contract

February 25, 2019

Whereas, the Board desires to continue evidenced based programing for services within the Wood County system of care, to improve cost- effectiveness for public funds it oversees, and

Whereas, Dialectical Behavior Therapy (DBT) is an evidenced based therapy known to be very effective for these with high suicidal risk, self-harm, addictions, Bipolar Disorder, certain personality disorders and those involved with the criminal justice system; and

Whereas, Treatment Implementation Collaborative, LLC (TIC) is a respected approved trainer in DBT therapy.

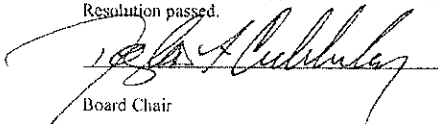
Whereas, Continuation Training will cost approximately \$57,500.00, and

Whereas, The source of funding being used for this project is state and local funding sources, specifically, OHMAS allocated addition funding for suicide prevention in the amount of \$10,000 to offset ongoing costs and another \$75,000 in additional Continuum of Care funding provided by the state for use for the project; and

Now Therefore, The Wood County Board approves the contract with TIC for the training during the remainder of FY 19 and first half of FY 20.

| Board Members | Yes | No | Absent | Abstain |
|------------------|-----|----|--------|---------|
| Allen Baer | X | | | |
| Tonya Camden | X | | | |
| Jessica Clements | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | | | X | |
| Judy Ennis | X | | | |
| Erin Hachtel | X | | | |
| Marc Jensen | | | X | |
| Stan Korducki | X | | | |
| Dan Lambert | X | | | |
| Sue Moore | | | X | |
| Hallie Nagel | X | | | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Judy Ennis motioned to approve this resolution, and Leanne Eby seconded. This resolution is adopted by the majority of the Board.
Resolution passed.


Board Chair

2/25/19
Date

RESOLUTION FY 2019-20

Table of Organizational Chart

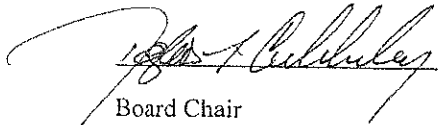
February 25, 2019

Whereas; The Wood County Alcohol, Drug Addiction and Mental Health Services Board Finance and Administration Committee has reviewed the Boards revised Table of Organizational Chart,

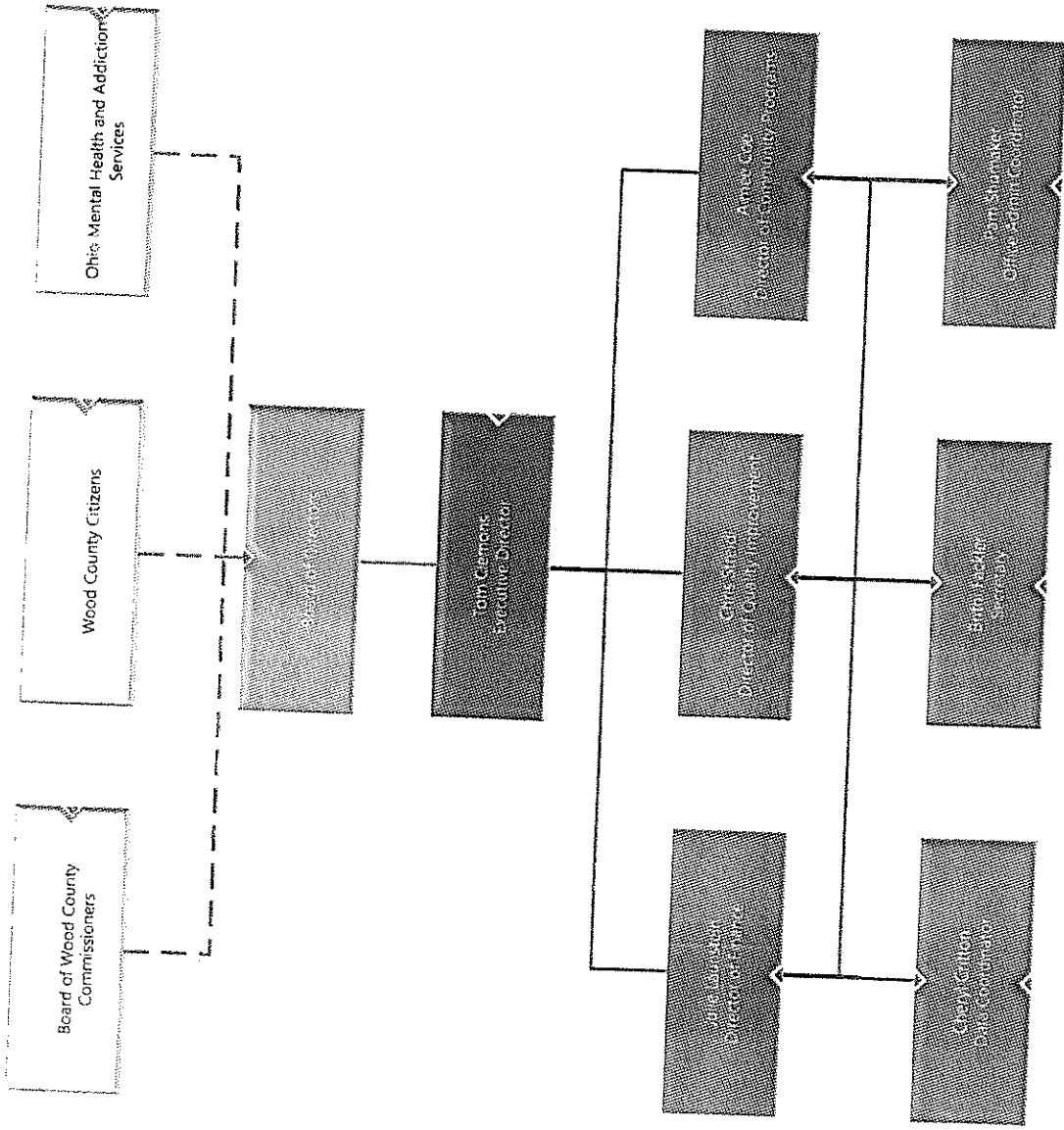
Therefore; be it resolved that the Wood County Alcohol, Drug Addiction and Mental Health Services Board approves effective February 25, 2019 the proposed revision to the Board's table of organization chart for Board staff.

| Board Members | Yes | No | Absent | Abstain |
|----------------------|------------|-----------|---------------|----------------|
| Allen Baer | X | | | |
| Tonya Camden | X | | | |
| Jessica Clements | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | | | X | |
| Judy Ennis | X | | | |
| Erin Hachtel | X | | | |
| Marc Jensen | | | X | |
| Stan Korducki | X | | | |
| Dan Lambert | X | | | |
| Sue Moore | | | X | |
| Hallie Nagel | X | | | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Dan Lambert motioned to approve this resolution and Stan Korducki seconded. This resolution is adopted by the majority of the Board. Resolution passed.


Board Chair

2/20/19
Date



RESOLUTION #FY2019-21

A Renewed Mind

FY 19 1st Amendment to the Agency Contract

February 25, 2019

WHEREAS, the Board approved Resolution Number FY2018-43 on June 25, 2018 to enter into an agreement to provide mental health and substance use disorder services; and

WHEREAS, the Agreement allowed Provider to bill claims up to 180 days; and

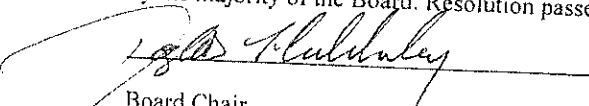
WHEREAS, Behavioral Health Redesign and Managed Care have significantly impacted providers ability to process claims within 180 days; and

WHEREAS, the Providers and Board have discussed the need for a less restrictive time limit; and

NOW THEREFORE, The Wood County Board approves the contract Amendment with A Renewed Mind to extend processing of claims to 365 days from the date of service.

| Board Members | Yes | No | Absent | Abstain |
|----------------------|------------|-----------|---------------|----------------|
| Allen Baer | X | | | |
| Tonya Camden | | | X | |
| Jessica Clements | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | | | X | |
| Judy Ennis | X | | | |
| Erin Hachtel | X | | | |
| Marc Jensen | | | X | |
| Stan Korducki | X | | | |
| Dan Lambert | X | | | |
| Sue Moore | | | X | |
| Hallie Nagel | X | | | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Stan Korducki motioned to approve this resolution Judy Ennis seconded. This resolution is adopted by the majority of the Board. Resolution passed.


Board Chair

2/28/19
Date

RESOLUTION #FY2019-22

**Wood County Children's Services Association dba
Children's Resource Center
FY 19 2nd Amendment to the Agency Contract**

February 25, 2019

WHEREAS, the Board approved Resolution Number FY2018-45 on June 25, 2018 to enter into an agreement to provide mental health and substance use disorder services; and

WHEREAS, the Agreement allowed Provider to bill claims up to 180 days; and

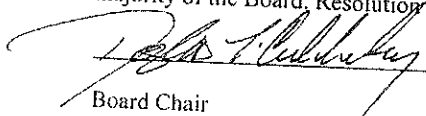
WHEREAS, Behavioral Health Redesign and Managed Care have significantly impacted providers ability to process claims within 180 days; and

WHEREAS, the Providers and Board have discussed the need for a less restrictive time limit; and

NOW THEREFORE, The Wood County Board approves the contract Amendment with Children's Resource Center to extend processing of claims to 365 days from the date of service.

| Board Members | Yes | No | Absent | Abstain |
|----------------------|------------|-----------|---------------|----------------|
| Allen Baer | X | | | |
| Tonya Camden | | | X | |
| Jessica Clements | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | | | X | |
| Judy Ennis | X | | | |
| Erin Hachtel | X | | | |
| Marc Jensen | | | X | |
| Stan Korducki | X | | | |
| Dan Lambert | X | | | |
| Sue Moore | | | X | |
| Hallie Nagel | X | | | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Judy Ennis motioned to approve this resolution Leanne Eby seconded. This resolution is adopted by the majority of the Board. Resolution passed.


Board Chair

2/25/19
Date

RESOLUTION #FY2019-23

Harbor

FY 19 1st Amendment to the Agency Contract

February 25, 2019

WHEREAS, the Board approved Resolution Number FY2018-47 on June 25, 2018 to enter into an agreement to provide mental health and substance use disorder services; and

WHEREAS, the Agreement allowed Provider to bill claims up to 180 days; and

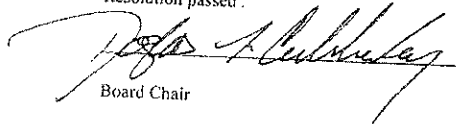
WHEREAS, Behavioral Health Redesign and Managed Care have significantly impacted providers ability to process claims within 180 days; and

WHEREAS, the Providers and Board have discussed the need for a less restrictive time limit; and

NOW THEREFORE, The Wood County Board approves the contract Amendment with Harbor to extend processing of claims to 365 days from the date of service.

| Board Members | Yes | No | Absent | Abstain |
|------------------|-----|----|--------|---------|
| Allen Baer | X | | | |
| Tonya Camden | X | | | |
| Jessica Clements | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | X | | | |
| Judy Ennis | | | X | |
| Erin Hachtel | X | | | |
| Marc Jensen | X | | | |
| Stan Korducki | | | X | |
| Dan Lambert | X | | | |
| Sue Moore | X | | | |
| Hallie Nagel | | | X | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Stan Korducki motioned to approve this resolution Dan Lambert seconded. This resolution is adopted by the majority of the Board. Resolution passed.


Board Chair

2/25/19
Date

RESOLUTION #FY2019-24

Unison Health

FY 19 1st Amendment to the Agency Contract

February 25, 2019

WHEREAS, the Board approved Resolution Number FY2018-49 on June 25, 2018 to enter into an agreement to provide mental health and substance use disorder services; and

WHEREAS, the Agreement allowed Provider to bill claims up to 180 days; and

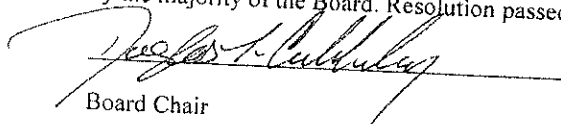
WHEREAS, Behavioral Health Redesign and Managed Care have significantly impacted providers ability to process claims within 180 days; and

WHEREAS, the Providers and Board have discussed the need for a less restrictive time limit; and

NOW THEREFORE, THE Wood County Board approves the contract Amendment with Unison Health to extend processing of claims to 365 days from the date of service.

| Board Members | Yes | No | Absent | Abstain |
|----------------------|------------|-----------|---------------|----------------|
| Allen Baer | X | | | |
| Tonya Camden | X | | | |
| Jessica Clements | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | | | | |
| Judy Ennis | | | X | |
| Erin Hachtel | X | | | |
| Marc Jensen | X | | | |
| Stan Korducki | | | X | |
| Dan Lambert | X | | | |
| Sue Moore | X | | | |
| Hallie Nagel | | | X | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Leanne Eby motioned to approve this resolution Stan Korducki seconded. This resolution is adopted by the majority of the Board. Resolution passed.


Board Chair

2/25/19
Date

RESOLUTION #FY2019-25

Zepf

FY 19 1st Amendment to the Agency Contract

February 25, 2019

WHEREAS, the Board approved Resolution Number FY2018-50 on June 25, 2018 to enter into an agreement to provide mental health and substance use disorder services; and

WHEREAS, the Agreement allowed Provider to bill claims up to 180 days; and

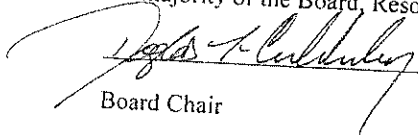
WHEREAS, Behavioral Health Redesign and Managed Care have significantly impacted providers ability to process claims within 180 days; and

WHEREAS, the Providers and Board have discussed the need for a less restrictive time limit; and

NOW THEREFORE, The Wood County Board approves the contract Amendment with Zepf to extend processing of claims to 365 days from the date of service.

| Board Members | Yes | No | Absent | Abstain |
|----------------------|------------|-----------|---------------|----------------|
| Allen Baer | X | | | |
| Tonya Camden | X | | | |
| Jessica Clements | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | X | | | |
| Judy Ennis | | | X | |
| Erin Hachtel | X | | | |
| Marc Jensen | X | | | |
| Stan Korducki | | | X | |
| Dan Lambert | X | | | |
| Sue Moore | X | | | |
| Hallie Nagel | | | X | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Judy Ennis motioned to approve this resolution Cary Wise seconded. This resolution is adopted by the majority of the Board, Resolution passed .


Board Chair

2/25/19
Date

RESOLUTION #FY2019-26

**Unison
FY 19 Agreement for Cures Funding to Provide Medication Assisted Treatment
and Targeted Marketing**

February 25, 2019

WHEREAS, the Board is responsible for planning, contracting, funding, auditing, and evaluating mental health and substance use disorder services for Wood County residents; and

WHEREAS, Agency is an Ohio nonprofit corporation, licensed and/or certified by the Ohio Department of Mental Health and Addiction Services and is qualified to provide Medication Assisted Treatment ("MAT") for substance use disorder services described in this Agreement; and

WHEREAS, Agency is engaged in the business of providing mental health and substance use disorder Services to the Residents of Wood County; and

WHEREAS, the Board desires to engage the Services of Agency and Agency desires to accept such engagement upon the terms and conditions set forth herein; and

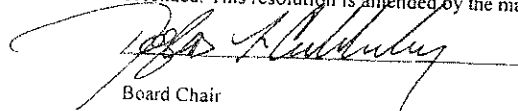
WHEREAS, the Ohio Mental and Addiction Services (OMHAS) has provided Cures funding (CFDA No 93.788) specifically targeted for MAT; and

WHEREAS, such services are exempt from competitive bidding pursuant to Section 340.036(E) of the Ohio Revised Code.

NOW THEREFORE, The Wood County Board approves the contract with Unison for \$56,000 to provide medication assisted treatment and targeted marketing.

| Board Members | Yes | No | Absent | Abstain |
|----------------------|------------|-----------|---------------|----------------|
| Allen Baer | X | | | |
| Jessica Clements | X | | | |
| Tonya Camden | X | | | |
| Leanne Eby | X | | | |
| Stan Edwards | | | | |
| Judy Ennis | | | X | |
| Erin Hachtel | X | | | |
| Marc Jensen | X | | | |
| Stan Korducki | | | X | |
| Dan Lambert | X | | | |
| Sue Moore | X | | | |
| Hallie Nagel | | | X | |
| Corey Speweik | X | | | |
| Cary Wise | X | | | |
| Doug Cubberley | X | | | |

Judy Ennis motioned to amend this resolution increasing the amount by \$10,000 so it would be \$66,000 Erin Hachtel seconded. This resolution is amended by the majority of the Board. Resolution passed.


Board Chair

2-29-19
Date

NEW BUSINESS:

Quarterly State Issues/Bills: The new Director of Medicaid is Maureen Corcoran and Director of Ohio Department of Mental Health and Addiction Services, Lori Criss is looking at prioritizing sustainable prevention services.

Culture of Quality Updates & Policies: Chris Streidl is taking the lead on COQ work. An ad hoc committee needs to be formed to work with Board staff to review Bylaws/Policies. Also, legal counsel suggested that we could adopt the county policy. There would not be a cost to do this. We don't have to take entire handbook. There are individual policies we could model. Please email Doug if you would like to volunteer to serve on this committee.

FY 2020 Allocations and Contracting Timeline: Agencies have program and funding guidelines. March 1st is the deadline for agencies to submit their budgets. Committees will then review these in March. April will be the time to ask question and answers. Board staff will also have agency meetings for questions and clarifications. Operations budget is due in April. Board staff will also work on provider contracts.

OTHER: None

PUBLIC COMMENTS:

Janelle LaFond, CRC- Congrats Tom. CRC is now a certified sanctuary entity.

Kathy Mull, Cocoon- Congrats, and thank you Tom for all that you have done for the community.

Kyle Clark, ESC- Congrats Tom and looking forward to a volunteer.

Terra Davenport, NAMI- Thanks, Tom. NAMI Family to Family is Monday. NAMI's Annual Dinner Will be on April 15th, and there is also an annual Golf Outing on August 7th.

Stephanie Wise, Zepf- Patrick and Stephanie would like to say congrats and is Tom off probation now?

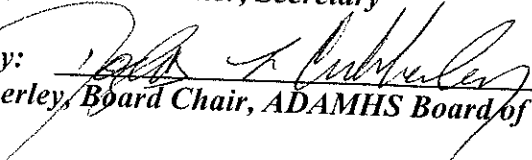
Jeff Howell, ARM- Thank you.

ADJOURNMENT:

Judy Ennis motioned to adjourn the meeting at p.m., and Erin Hachtel seconded. Meeting adjourned at 6:50 p.m.

The next meeting will be on March 25, 2019

Submitted by: Britni Fackler, Secretary

Approved by:  _____
Doug Cubberley, Board Chair, ADAMHS Board of Wood County

5/29/19
Date