

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

EXECUTIVE COMMITTEE MEETING MINUTES

April 16, 2019

ADAMHS BOARD MEMBERS PRESENT:

Leanne Eby	Stan Korducki
Doug Cubberley	Marc Jensen

ABSENT:

OTHER BOARD MEMBERS PRESENT: None

GUESTS PRESENT: None

ADAMHS BOARD STAFF PRESENT: Chris Streidl, Julie Launstein, and Cheryl Critton

Meeting was called to order at 12:30 p.m.

OLD BUSINESS:

Quorum Issues: Interim Director Streidl reported we had a quorum at all meetings in April. The Board Chair will remind Board members during the April Board meeting of the importance of attendance at all scheduled meetings.

Executive Director Search Update: The Executive Director search process continues.

Board Retreat Update: The Board Retreat is scheduled for May 4th at Wood County Hospital. There has been no response yet from the OACBHA regarding an agenda. Staff from OACBHA will be leading the event on the 4th. Providers are encouraged to attend. An e-mail was sent inviting them with the reminder there is a limit of only two participants from each Provider.

NEW BUSINESS:

Board Meeting Preparation Discussion and Action Items-

Board Budget:

- Handouts were made available on salaries that included statewide comparisons with other Boards.
- A 3% pool for raises was recommended by staff. It was reported that many other public sectors are providing 3% raises to their employees as well. The raises will be merit-based and could range from 0% to 3%.
- Based on current evaluations, raises would be 3% across the board because all evaluations were excellent which makes a merit-based system harder to determine. The final determination would be made by the Director, but the Board would like to provide input.
- The Committee decided to keep 3% for raises in the FY20 budget.
- There are three staff at the salary cap. There was discussion regarding a lump sum payment, so the salaries do not cross the cap. This was done in the past and is an option, but it doesn't address a cost of living increase.
- Priority is to review and approve the job description from Manager of Clinical Services and Quality Improvement to Director of Clinical Services and Quality Improvement so it matches the Table of

Organization. The responsibilities increased since the position was originally created. The Executive Committee will review this in May with expected approval at the May Board meeting.

- Salary ranges will be addressed during the May Finance Committee (Chair Cubberley will plan on attending) and Executive Committee meetings with a recommendation from Finance brought forward at the May Board meeting.

Appointment Nominating Committee-Dan Lambert agreed to Chair the Nominations Committee. Marc Jensen will be on the Committee as well. They will present a Slate of Officers for approval during the May Board meeting.

The May Board meeting will be moved to Monday, May 20th to avoid a conflict with the Memorial Day holiday and help to ensure a quorum.

OTHER:

The Board Executive Director Search Ad-Hoc Committee will meet again on Monday at 4:30 in Executive Session to discuss the progress of the Executive Director's search.

There will be a brief Board meeting in July to change Bylaw 14. There will be a reading of the change during the April and May Board meetings as required.

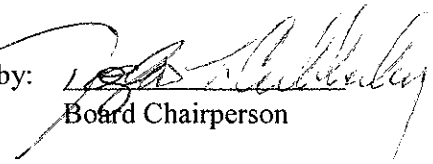
Concerns with the FY20 Provider Budgets include the increased costs for Zepf's housing for men. The CRC residential units are not reaching projections but the costs are still very high.

There was an issue with a provider not responding to a crisis. This will be addressed this afternoon during the weekly crisis meeting.

The Committee reviewed the April Board agenda. The agenda item "cost-reimbursement tied to performance" issue will be moved to the Board Retreat agenda. Also, the officer nominations will be moved to the May Board meeting and there will be no need to go into Executive Session to discuss staff compensation.

There are two free slots for the opiate conference. Only one person has expressed interest in attending.

Leanne Eby made a motion to adjourn; Stan Korducki seconded. Motion passed. Meeting adjourned at 1:03p.m.

Approved by: 
Board Chairperson

5/30/19
Date

Submitted by Cheryl Critton, Data Coordinator