

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

**SEPTEMBER FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES**

September 8, 2021

**COMMITTEE MEMBERS PRESENT:** Dan Lambert, Frank McLaughlin, Corey Speweik, and Karen Baron

**COMMITTEE MEMBERS ABSENT:** Hallie Nagel

**ADAMHS BOARD STAFF PRESENT:** Deanna Chase, Julie Launstein, and Kathryn Shackleton

**GUEST:** Jeff DeLay, Melanie Vandyne

**CALL TO ORDER:**

Corey Speweik called the meeting to order at 4:03 PM.

**NEW BUSINESS:**

**Schedule of Bills (July):** Julie stated the abbreviated version of the schedule was included in the packet. Corey stated that he didn't receive the packet. The email was sent last Wednesday, and Kathryn provided Corey with a paper copy of the packet during the meeting. Corey asked if there were any questions or comments. Dan has a couple, regarding credits, and asked what triggers those. Julie explained that it is triggered by the agency receiving reimbursement for claims, so it is a reimbursement through GOSH for the Board. Dan asked that if these credits were bigger, would this create budgeting problems? Julie answered no, that this all evens out in the end. Corey has 2 questions: he is concerned on the amount we are spending on the InTech costs; he would like to see a recapitulation of what we are spending on the contract. We did ask for comparisons from other (IT) agencies last year, and this is not something we plan to do this year. Corey then asked about ARC, are we getting performance evaluations, to quantify what we are paying for. Julie stated we are mostly paying for salaries, but that this is a Programs Committee thing. Corey then relayed some complaints that he has gotten in regard to ARC. Frank has the same frustrations. Julie informed that the bulk of funding is SOR. We then explained the program, and talked about outcomes, for Karen who is new to the Board. Dan motioned to recommend approval of the Schedule of Bills to the full Board, Frank seconded. All in favor of recommendation.

**Financial Reports (July):** Julie pointed out that there are 2 sets of reports. July 31 for FY21 through June 30<sup>th</sup>, expenses paid in July 2021 for services rendered in June 2021. FY21 should be done (closed out) this month. FY22 with expenditures for July services through end of July. Corey then stated that projected revenues are down year to date, and asked if there was more funding to come in. Julie stated that the levy was \$400K under budget, but there is still revenue to come in. Under budget due to the pipeline valuation dispute. SOR money still coming in, that will be significant, which will increase total revenue. Julie thinks we still have a half million in expenditures to come in. Dan motioned to recommend approval of the Schedule of Bills to the full Board, Frank seconded. All in favor of recommendation

**Unison CSU Funding:** Deanna introduced Jeff DeLay, who provided a presentation (attached). Jeff wanted to talk more about the 5-year funding proposal for the CSU on Poe Street. FY22 assumptions:

we will have a 6-month construction (November start) timeline, funding a manager for 9-months to be completely trained in Crisis and to hire staff, 3-months for staff, and 2-months for Operations (up and running May 1<sup>st</sup>), which would take us through June and allow 30 days to train staff. Jeff then presented the budget for 5-years, \$900,000 for each year FY23-27, and the shared-risk contract with the board. Jeff informed that this is a very conservative budget estimate, and that in the past Unison typically comes in under budget. Karen suggested that Jeff request meetings with provider relations at the private insurance companies, and that she could help connect to him to Medical Mutual's. Frank appreciates Jeff's outlook on cost and sharing cost and stated that having a periodic update on where the different funding stands, would be helpful and help answer questions on where things stand, even if it's a quarterly memo. Julie and Jeff have been in talks about conducting a quarterly reconciliation. Corey asked what sort of ownership or equity interest the Board would maintain in the building after construction. Jeff stated that as we hope to leverage state dollars, \$750,000, and they require a 30-year agreement with the state to provide this level of care in the region or they have to pay the money back. Corey stated that there is statutory language that regards purchase of real property by state subdivisions. Jeff informed that they are leveraging the majority of the purchase (\$1.025 million) with state funds. Dan clarified that Unison is using the capital funds to purchase the building, and we would be helping fund the constructions and the operations of the CSU. Julie informed that we will also be leveraging state crisis stabilization dollars from 4 different pots that we have been getting for years, although she doesn't have all the numbers on this as she is waiting to hear back from the state on the use of carryover. Spending these dollars without this type of facility is very difficult. Corey asked what guarantee we have that a certain percentage of our beds will be available for Wood County residents, based on Jeff's idea to contract with other Board's to "buy" beds or bed days. Jeff stated that Wood County would be the priority, but if other Board's want to purchase a bed they would need to put in some of the capital for the construction, and he and Board staff would need to figure out what the cost of that is. Corey asked what control our Board would have to ensure Jeff doesn't sell off all the beds. Jeff stated that we could add that to the contract language, that any encumbrment of any beds must be approved by the Board. Dan stated that if we have nine county residents in beds, and the tenth bed is Hancock's bed, which is empty. If Wood County needs it, what language do we have in the contract that gives Hancock County first right of refusal? Frank stated that ten beds doesn't seem like enough, to which Jeff responded that the one variable that he did not take into consideration was the closure of Rescue in Toledo. Jeff stated that we can also allow out of county Board's to use vacant beds for the first year for a calculated cost. Dan also suggested that we could allow counties to use the beds, but once we hit 80% utilization the beds are no longer available to other counties. If we state this in the agreements, they will understand the rules up front. Jeff feels like ten beds will be sufficient just focusing on Wood County, and not taking into account the Rescue closure. He is not sure it can be full of Wood County residents and we will need to rely on other counties to fill vacant beds. At the Special Board meeting on September 13<sup>th</sup>, we will need an MOU that the Board is in agreement to fund this project in the specified amount for purpose of the CSU. We will also need an award letter attached to a resolution in support of this as our capital project. Julie reminded that we have a substantial balance, and a need for this in the community. Corey wanted to make sure we have a fiscal plan in place and is satisfied that we can fund this for 5 years. Frank motioned to recommend this to the full Board, Karen seconded. All in favor of recommendation.

**ADJOURNMENT:** Dan motion to adjourn. 5:06 PM.

***Submitted by: Kathryn Shackleton, Executive Assistant***

***Approved by:***   
***Corey Speweik, Treasurer, ADAMHS Board of Wood County***

2-9-2022  
***Date***