

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

**MARCH FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES**

March 9, 2022

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

**COMMITTEE MEMBERS ABSENT:** Hallie Nagel

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

**GUEST:** Sydney Falk and Melanie Vandyne

**CALL TO ORDER:**

Corey Speweik called the meeting to order at 4:02 PM. Kathryn called the role, and a quorum was present.

**NEW BUSINESS:**

**February Finance & Administration Committee Minutes:** Kathryn provided Corey with a copy of the minutes, correcting the Board staff and Guest names. Also corrected a statement made by Corey. Frank mentioned his appreciation of the comprehensiveness of the minutes. An electronic corrected copy of minutes will be provided. Minutes will stand approved as modified.

**Schedule of Bills (January):** Corey gave Julie the floor to update committee on schedule. Julie stated they were weak, because of year end at the Auditor, so bill payments were slower but should pick back up in February. Nothing of note, but willing to answer questions. Frank asked where he would see the pages of codes in the schedule report. Julie stated they were service codes and would be in the remarks section of the schedule. Dan motioned to recommend approval to the full Board, Karen seconded. All in favor. Motion carries.

**Financial Reports (January):** Corey asked Julie for comments. Julie noted the balance of accounts receivable at end of January is close to \$2 million. That is due to the large gap in bills through year end of December. Julie pointed out that in the system of Care she notes what month we are paid through with the agency. Also provides where we should be at this point. End of year is a true yearend report. Matt asked if, on the balance sheet, the cash held by treasurer was our reserves. Julie stated it was cash on hand, which include our reserves. Julie stated that this has raised some concern with budget commission. We have a new account with \$4 million in reserves, and a 5-year contract with unison to help bring this number down. Matt motioned to recommend approval to the full Board, Dan seconded. All in favor. Motion carries.

**FY 2023 System of Care (Draft):** Julie informed this is a rough draft. This includes everything received on print date from agencies, as well as a comparison of last year's request. We will not be able to approve everything as it is a \$4 million difference. Difference in income is SOR grant. We will be able to adjust revenue income from levy up some, we are expecting a decision soon. Estimate is about ½ million more than that, closer to \$9M. Matt asked that since we currently have \$1.5 million in SOR funds, will we use this for first 3 months of FY23. Julie said we can make this adjustment, but we just received the approval for FY22 SOR. Only thing missing is DBT programs, where agencies are waiting for quotes from company. Matt stated that the request looks the same and asked if we do RFPs for agencies. Dan asked if the CSU money comes out

of reserves, Julie states that this is coming out of a separate account. Julie informed that the final would look more like the report we do for appropriations, so we can see where we actually are. Dan asked if we beat revenue estimates, can we go back and meet some of the requests we had to deny? Julie-yes we can, but we don't believe it will be about \$4M. Dan, we are going to have to make difficult decisions this year. We also have accumulated funds that we are working on how to spend, including opioid and regional money. Unless we had a CSU with regional contract. 2-years of carryover, but we aren't carrying millions. State/Federal revenue includes tiny pots of money. Dan-asked about Unison Forensic. Laura stepped in and explained Unison looked at stuff in jail and is currently doing the psychiatric component. Looking at offering this for jail clients. This is not being duplicated by other agencies. They incorporated other services into this program. Frank-where did the ask come from? Laura answered the Sheriff, we were having some problems with clients transitioning to NOPH and saw some behavior issues and crises. Julie stated that some programs require us to combine several pots of money to pay/use. Corey asked what the next step is. Julie is working on projections, and we are hoping to have Finance and Committee of the whole. Hoping to provide projections and long-range. Matt asked about the needs assessment fund under special projects. This is a typo, should be a zero. Asked about \$15k for levy campaign. Julie, we need to decide on levy, we do need to look into this further, if we want to run next fall or wait. Matt thinks we might need to wait until 2024, as this might be the earliest we can run. Julie-there is much more to come, and she will put together a levy cheat sheet.

**Table of Organization:** This is just a formality, with the changes in job title and elimination of position, we would need a recommendation to approve by full board. Kathryn will correct Board of Directors to remove apostrophe. Dan asked about dates and resolutions at bottom and was informed that these were last time they were approved. Dates will be corrected for resolution. Dan motioned to recommend approval to the full Board, Frank seconded. All in favor. Motion carries.

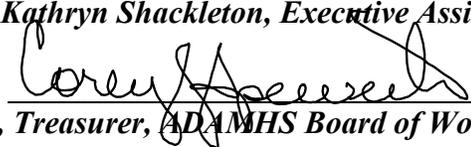
**OTHER:**

**Committee of the Whole in April/May:** Purpose of this would be to talk about allocations, we plan to have presentations from agencies. Corey has a general problem with committee of the whole, we are asking the whole committee to come together, where we can't do anything, to then have a meeting to do things. Deanna notes that this is the first time we have asked agencies to present, and we are trying to be conscientious of time. We anticipate there will be questions, both fiscal and programmatic. We may decide this didn't work and not repeat this process. Julie does not anticipate action items in April, so this can be a working meeting for decisions in May. Dan states it makes sense, so the agencies are not presenting twice. Frank suggested a retreat to discuss. We will go with Committee of the Whole.

Melanie Vandyne, CRC: Provided an update on RU. Still at 6 beds. Had another staff person leave, so they are down 6 shifts, but position should be filled soon. The 6 beds have been full, so they have been at capacity since the last board meeting. Thanked everyone for support through this process.

**ADJOURNMENT:** Karen motioned to adjourn. Adjourned at 4:45 PM.

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

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

5-20-2022  
Date