

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

MAY FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES

May 10, 2023

COMMITTEE MEMBERS PRESENT: Matthew Battiato, Dan Lambert, and Karen Baron

COMMITTEE MEMBERS ABSENT: Hallie Nagel (E), Corey Speweik (E)

BOARD MEMBERS PRESENT: Frank McLaughlin and Leslie Miller

ADAMHS BOARD STAFF PRESENT: Amanda Kern, Aimee Coe, Julie Launstein, Laura Fullenkamp, Kaylee Smith, and Kathryn Shackleton

GUEST: Melanie VanDyne, Sydney Falk, Julie Carle, Jessica Hartman, Stacy Lawson, Cortney Schaffer

CALL TO ORDER: Matt called the meeting to order at 4:00 PM. Kathryn called the roll and a quorum was present.

NEW BUSINESS:

April Finance & Administration Minutes: Matt asked if there were any corrections or comments. Dan motioned to approve the minutes, Karen seconded. All in favor. April Finance & Administration Committee Minutes approved.

March Schedule of Bills: Matt gave Julie the floor to speak of these. Julie state these are pretty routine and asked if there were any questions. Matt asked about Middleton Law Offices. Julie answer that this was for a client for guardianship. Frank asked who was doing this. Julie answered Staten. Dan asked about a bill at 2056 Arlington LLC, and Julie states this is re-entry for community transition program.

March Financial Report: Julie states we are moving along, we typically run a few months behind, based on when providers submit bills. Everything is running as expected. We did receive our big Levy payment. Matt asked about the sick/vacation/retire payout on the Board admin budget. Julie states we budget this for if or when people leave, we have it in our budget to pay them.

Provider Audits: Julie has been working through provider audits, one runs on the calendar year. She has filled everything out for the State. If anyone would like them, she is happy to provide them electronically. Karen asked if this was yearly, and Julie responded yes.

FY24 Board Budget: Julie states that this was on last months agenda, but never made it to full Board. We made a few changes, and Amanda will speak of them. Amanda is asking to add in a salary adjustment line, to give flexibility in adjusting job descriptions and duties, as we have someone getting their masters degree. Julie states this affects the total budget by \$22,000. Dan asked who was getting their Master's. Amanda states that it is Kaylee, and she will be taking on the marketing duties. Kaylee states her master's will be in Public Admin, and her bachelor's is in public relations. Julie states that she did budget extra to customize the program the county is moving to for accounting, hoping to make this better meet our needs. Matt asked if the rent was for the building if we stay for a year, as there has been discussion about moving. Dan motioned to recommend approval to the full Board, and Karen seconded. All in favor.

FY24 System of Care (SOC) Budget: The first draft was Julie's attempt to provide some info. Not deficit spending, able to cover obligations budgeted for and still have some special project funds, based on where she thinks we will end this year and spend next year. Matt asked if the numbers for providers are consistent with what they saw Monday. Dan would like to hear more about the recommendations against the asks. Amanda asked what the preference is, OhioGuidestone is first. Amanda states that for most agencies the fee for service ask is higher than it has been, and we adjust based on where we think they will end this year, plus a little extra for Medicaid redeterminations. Dan asked if we were given any information. Dan asked about feedback from providers, Amanda states that there wasn't anything. Julie states she sent projections to the finance people. The only one who wasn't adjusted was Harbor. Leslie asked about CJ Liaison, Amanda states that they were vacant most of the year. CRC, the only area Crisis/MRSS, was the combination of the programs and utilization of fee for service. There should be funds in a line item, it hasn't been approved by the State yet. Transportation was based on utilization to date, brought it down to allow for some increase in cost. Julie states that coming out of the pandemic they are seeing an increased need and it is expected that it will continue to increase. Peer support has been moved into the crisis line for CRC, so now lumped together. Leslie asked about prevention lines. Amanda states it was due to additional prevention requirements. Harbor was at cost with exception of Connection Center. Julie reminded that line items are allowed to be moved per our contract, so if they are underspending in one area and overspending in another they can formally request to move funds. Frank asked what the staffing is at the CC. Leslie states that they have 6 staff, with average attendance at 30 people a day. Dan asked about PRTF, and emergency response. Amanda states we have to design a continuum of care and the PRTF is not recommended due to grant funds coming, RFP from Aetna to develop these, and what the ongoing commitment will be for the areas chosen to host PRTF. Matt asked if this was a group home for kids. Amanda states no, it will be inpatient, longer stay. Frank felt this would be a Wood County project based on presentation, but Amanda states it depends how we move forward with this. Youth SUD SOR funding they chose not to apply for. NAMI, we are pulling marketing in house, including funding. Matt asked as of July 1st, would be doing marketing. Amanda answered yes. Unison: Youth Suicide Prevention, this was a partnership originally, and we recommend to keep these with ESC and CRC who are in the schools. Hospital Liaison, they have an increase. Julie states that there federally qualified admin rate is over 20%, where previously they weren't. Health officer training, yes, to train community to be health officers. Cocoon-utilizing a menu of services and not a direct line. Funding requests keep increasing. Amanda states part of this is asking, "what are we funding." Dan says that we heard from Cocoon that utilization is up. Dan wants us to be mindful of our funding of them. Frank-feels that we are getting into a blended need, clearly there are mental health and substance use needs, but determining what we should be funding and what they need to be asking others to fund. Leslie would argue that those who enter the shelter need these services. Matt feels this is complicated, whether there are 12 or 24, staffing levels remain the same. Laura answered that 65% were screened as possibly having behavioral health needs. Matt asked how the Cocoon took this funding notice. Amanda asked them to provide what the impact would be of this recommendation. Frank states it is difficult to quantify what the needs are, and it might be easier to substantiate a need if there was a better way to generate the statistics. Amanda asked if Frank could explain. Frank states many providers we contract with, we are providing fee for service or for a specific program, and Cocoon offers more. Matt wants to talk Chess Health, they made a presentation and there was conversation about what the providers think of this, are they piloting this out there. Amanda replies that we have met with providers, and the main concern was them moving into SUD services. We would only be contracting with them for engagement and peer services. We did speak to Precia, and she has enjoyed the relationship, it has been a slow start-up. This also meets a need in our CAP. We have an access issue. Matt asked how this was different then 9-8-8. Amanda answers that this meets a need specific to the population, and 9-8-8 is crisis based. Matt states the website states that 9-8-8 does all of this. This is a good way to spend down funds that continue to grow, but also helping us reach those with needs. This is something we would monitor to ensure it is being utilized. Dan motioned to recommend approval to the full Board, and Karen seconded. All in favor.

OLD BUSINESS:

Corrected Compensated Absences: We corrected the error pointed out last month, removing the comp time listed for Kaylee.

PUBLIC COMMENTS:

Melanie, CRC; the budgeting process was smooth and collaborative this year. It was as pleasant as the process could be. Discussions were transparent.

ADJOURNMENT: Meeting adjourned 5:11 PM

Approved by:  8-16-2023
Matthew Battiato, Treasurer, ADAMHS Board of Wood County *Date*

Submitted by: *Kathryn Shackleton, Executive Assistant*