



**Board Meeting Minutes  
Wednesday, February 22, 2023  
Board Meeting**

The Butler County Mental Health and Addiction Recovery Services Board held its Board meeting on Wednesday, February 22, 2023 at 6:00 p.m. at the Board office located at 5963 Boymel Drive in Fairfield, Ohio and via Webex.

**1. Call to Order**

1.01 President Mat Himm called the meeting to order.

Upon the call of the roll the following Board members were present:

President Mat Himm, Pastor Michael Bailey; Patricia Deis-Gleeson, BSN (via Webex); Dr. Theodore Hunter; Wayne Mays; Tara D'Epifanio (via Webex); Lonnie Tucker, CHE, CSW; Deb Robertson; Vice President Kim McKinney, BSN, RN; Bishop Smith; Richard Bement; David Swigonski; Kelsey Wargo, LPCC-S, CCTP-II; John Silvani, RN, CARN, CAS, LCDC-II; and Judge Joyce Campbell.

**Recognition of Guests:**

Ron Whitaker, United Heartland Insurance Agencies  
Major G. Michael Craft, Butler County Sheriff's Department

**Recognition of Guests via Webex:**

Deanna Proctor, Access Counseling  
Daryl Hams, Access Counseling  
Pam Mortensen, Catholic Charities  
Erin Day, Community Behavioral Health  
Lori Higgins, Envision  
Joyce Kachelries, LifeSpan, Inc.  
Carolyn Flynn - NewPath  
Wendy Waters-Connell, YWCA

**2. Presentation**

2.01 CORSA – Ron Whitaker

Ron Whitaker from United Heartland Insurance Agencies presented on the BCMHARS Board's insurance coverage. Currently there is a \$2,500 property deductible on both the Boymel Drive and Fair Avenue addresses with a total insured value of \$4,443,700. There is a loss inside and outside premises in the amount of \$1,000,000 with a \$1,000 per occurrence and a \$2,500 deductible. There is a general liability coverage occurrence in the amount of \$1,000,000 with a \$2,500 deductible. There is a commercial excess liability coverage in the amount of \$2,000,000.

### **3. Board Communication & Announcements**

#### **3.01 Executive Directors Report**

- A. Ohio Budget for SFY2024 – 2025 ODMHAS Priorities  
Governor DeWine has presented the Ohio FY24-25 budget. Mental Health is a priority. ODMHAS has also presented their priorities, including increases in wellness programs, 988 line, suicide prevention, and a hospital service increase.
  
- B. The BC BH CSU Most Recent Update  
Dr. Rasmus referenced the flyer that was posted on BoardDocs which was created by the Board media consultant, Dean Langevin. Bill Woeste, a former member of the Fairfield Planning Commission and former Fairfield City Council member, has volunteered to look at foundations and benefactors to assist in supporting the operational costs.  
  
The next step will be to look at zoning. The potential property BC Care Facility borders the City of Hamilton and Fairfield Township.
  
- C. BC Stepping Up Update  
There was a Stepping Up meeting on Thursday, February 9<sup>th</sup>. The committee approved a resolution to expand the membership of the committee to include BC NAMI representative, Regional Forensic Center representative and two at large positions.
  
- D. Board FY24 Fee for Service Contracting Process Brief Overview  
The 120 Day provider memo meeting is Friday, February 24<sup>th</sup>. The contract has gone out for review. Providers will have until Monday, March 13<sup>th</sup> for any feedback. If there is no feedback the Board's contract for providers may go to the Board in March.
  
- E. Dr. Rasmus provided summaries of the following articles 1 – 3:
  - 1. A Veterinary Drug Is Worsening Fentanyl Crisis
  - 2. Opioid Funds Can Be Difficult to Spend
  - 3. Teen Girls Reveal Record Levels of Sadness

- D. We Choose Lakota  
Lakota Schools have partnered with Lakota MindPeace to provide in-school therapists in every school along with peer-to-peer prevention programs like Sources of Strength and Hope Squad for grades 7 – 12.
- E. SAVE Act  
Ohio enacted House Bill 123, the Safety and Violence Education Students (SAVE Students) Act, regarding school security and youth suicide awareness education and training.  
[Safety and Violence Education Students \(SAVE Students\) Act | Ohio Department of Education](#)
- F. OACBHA Legislative Day – Wednesday, March 29<sup>th</sup>, 2023  
The OACBHA Legislative Day is Wednesday, March 29<sup>th</sup>, 2023 in Columbus, Ohio. Board members are welcome. Please email / call Jennifer Coats or Scott Rasmus if interested.
- G. BC NAMI Annual Dinner Thursday, April 13, 2023 @ 6:00 p.m.  
Butler County NAMI’s Annual Dinner is Thursday, April 13<sup>th</sup> at 6:00 p.m. Please email Jennifer Coats if interested.
- H. Board Retreat Summary and Action Items  
The annual board retreat was Wednesday, February 8<sup>th</sup>. A presentation was given by Lori Higgins from Envision Partnerships. The Mission and Vision Statement was discussed and comments were received. There was feedback given of the new board self-evaluation.

#### **4. Review of Committee Meetings**

- 4.01 **February – ARS Committee Meeting Review – John Silvani**  
John Silvani gave a brief update on the ARS Committee meeting activities this month.
- 4.02 **February – MH Committee Meeting Review – Kim McKinney**  
Ms. McKinney gave a brief update on the MH Committee meeting activities this month.

#### **5. New Business**

##### **5.01 Meeting Minutes**

- A. January Board Meeting Minutes
- B. January Executive Committee Meeting Minutes
- C. February ARS Meeting Minutes
- D. February MH Meeting Minutes

*Dr. Hunter motioned to approve the Meeting Minutes. John Silvani seconded the motion. The vote carried the motion.*

**5.02 Sheriff's Request for Nurse Practitioner Hours**

The Butler County Sheriff's Office currently employs a psychiatrist, Dr. Adam Brule, which currently provides the service of four hours per week. The Butler County Sheriff's Department is requesting to supplement this service with the aid of a psychiatric nurse practitioner. This individual would provide four hours per week of telehealth or in-person services. The expansion of services would allow Dr. Brule to focus on the in-person services for the higher priority mentally ill clients while adding additional time per week and reducing the wait time for other client care. The proposed rate of pay for the psychiatric nurse practitioner would be \$60 per hour with a benefit fringe rate of 17.7%. The total hourly cost would be \$70.62 per hour. The total amount for the upcoming year would be \$14,688.96.

*Judge Campbell motioned to approve the Nurse Practitioner Hours. Deb Robertson seconded the motion. The vote carried the motion.*

**5.03 Forecast**

Mr. Burton shared the updated Multi-Year forecast for FY2022 to 2030 for the Board member information. Dr. Rasmus emphasized that the Board is required to keep three months of reserve.

**5.04 Financial Report**

The December 2022 Financial Report shows that the current cash balance as of December 31, 2022 was \$21,536,856. For FY2023, the Board had budgeted \$18,436,148 and has collected \$8,978,519, which was 48.7% of its revenue. Year to date administration costs were \$876,988 with a budget of \$1,921,953, which was 45.6%. Total expenditures year to date were \$8,034,529 with a budget of \$19,625,094, which was 40.9%. The Board had spent \$8,034,529 and collected \$8,978,519, which was a balance of \$943,990.

\*It was noted that the financial reports are presented un-audited, no professional attestation procedures were performed on these reports.

*Lonnie Tucker motioned to approve the Financial Reports. John Silvani seconded the motion. The vote carried the motion*

**5.05 Budget Revision and Program Narrative**

Catholic Charities has a \$15,000 increase to the Early Childhood Mental Health Program. The new total allocation in the amount of \$193,059, with program narrative.

Community Behavioral Health had the \$12,000 increase of COSSAP funds from \$94,750 to \$105,750 for the period of 10/1/22 – 6/30/23 for the increase in client support services to court. A \$15,000 increase to result in total new budget of \$1,572,594 to increase per diem rate by 3% for Ohio Group Home (Pavilion) to assist with rising operational costs. An additional \$4,080 to the monitoring program budget for a total of \$341,856 for increased program costs. The new total allocation in the amount of \$4,016,557, with program narrative.

DeCoach Rehabilitation Center has an increase in SOS funds in the amount of \$40,000 for the period of 9/30/22 – 6/30/23. The new total allocation in the amount of \$119,000, with program narrative.

Envision Partnerships has an increase of SOS funds in the amount of \$15,000 to support the development and/or implementation of a more opiate specific prevention campaign. New total allocation in the amount of \$1,077,744, with program narrative.

LifeSpan, Inc. had a budget increase and billing tier unit rate increase due primarily to need for competitive, qualified staffing and retention. A new total allocation in the amount of \$282, 225, with program narrative.

NewPath Child & Family Solutions has a new total allocation in the amount of \$470,773, with program narrative.

Sojourner Recovery Services has an increase in residential room and board in the line item amount of \$74,456 with no rate increase. New total allocation in the amount of \$1,874,219, with program narrative.

*Dave Swigonski motioned to approve the Budget Revisions and Program Narratives. Wayne Mays seconded the motion. The vote carried the motion.*

#### 5.06 **North Fair Avenue Update**

There was a major water main leak at North Fair Avenue in the amount of \$2,081.22. Dr. Rasmus requested an initial emergency spending authority from Mat Himm and Kim McKinney (\$2081.22) for AA Plumbing to address the issue.

The sewer lines around the kitchen into the dining room are collapsing. There was a failure in the drain around the refrigeration unit. Phase one will be to cut into the floor roughly 3 feet around the existing floor drain in front of the cooler. Phase two will be to replace the sewer line in the kitchen toward the dining room because they have already partially collapsed. It will be replaced with new PVC piping. The estimated total is \$12,500.

The next step (phase #3) in the amount of roughly \$22,000 will be to see if the sewer piping leading towards the grease interceptor, running under the walk-in cooler/freezer, is

compromised. They would then reroute the grease line through the kitchen walk way into the office and through the back office.

Dr. Rasmus also is requesting spending authority in the amount of \$5,000 to inspect the final sewer line in the facility that runs back toward the residential units at N. Fair Ave.

Dave Swigonski suggested that the Board renew the discussion of selling of the property. It has been tabled until the March Board meeting due to needing more appraisal and deed information.

*Richard Bement motioned to approve the AA Plumbing proposal \$22,500, the initial emergency endorsement in the amount of \$2,081.22 (for AA Plumbing also), and spending authority in the amount of \$5,000 to investigate the water lines in the building. Wayne Mays seconded the motion. The vote carried the motion.*

#### 5.07 **FY23 Contracts**

Tiffany Lombardo Agreement Amendment shall provide consultant services at the rate of \$70 per hour for a total of 150 hours. The total compensation under this agreement will not exceed \$10,500.

*Judge Campbell motioned to approve Tiffany Lombardo Agreement Amendment. Lonnie Tucker seconded the motion. The vote carried the motion.*

The Miami University H.O.P.E. Initiative Subaward Amendment (funded in this action in the amount of \$10,000, total amount of funds in the amount of \$30,000) and Butler County COSSAP Project Amendment (funded in this action in the amount of \$20,000, total amount of funds in the amount of \$60,000) were approved by the Board in the September 2022 meeting. There was a clerical error and totals that needed to be amended. There is no additional funding.

*Judge Campbell motioned to approve the Miami University H.O.P.E. Initiative Subaward Amendment and the Butler County COSAAP Project Amendment. Lonnie Tucker seconded the motion. The vote carried the motion.*

#### 5.08 **Prosecutor's Letter**

The Board received a letter from the Prosecutor's office detailing Cassandra Kiesey's salary and benefits in the amount of \$113,019, which is directly deducted from the Board's Tax Levy funds. The Butler County Prosecutor's office will pay for membership fees. Ms. Kiesey's training funding will be decided on case-by-case basis.

*Pastor Bailey motioned to approve the Prosecutor's Letter. Dave Swigonski seconded the motion. The vote carried the motion.*

#### 5.09 **120 Day Meeting Memo**

The 120 Day Meeting Memo is created annually by Hickman & Lowder Co., LPA and lists major changes in the FY24 contract. The revisions were discussed by Dr. Rasmus. The 120 Day Memo meeting with providers is scheduled on Friday, 24<sup>th</sup> at 10:00 a.m.

*John Silvani motioned to approve the Prosecutor's Letter. Dave Swigonski seconded the motion. The vote carried the motion.*

**5.10 Dr. Miller Agreement**

The BCMHARSB engages Dr. Miller as the chief clinical officer. He is not an employee of the Board. The agreement is from July 1<sup>st</sup>, 2023 until June 30<sup>th</sup>, 2024 in the amount of \$24,804.

*Judge Campbell motioned to approve the Dr. Miller Agreement. John Silvani seconded the motion. The vote carried the motion.*

**5.11 2023 – 2024 Board Meeting Schedule**

The proposed 2023 – 2024 Board meeting calendar was introduced. ARS and MH meetings will be the 2<sup>nd</sup> Tuesday of the month. Board meetings will be on the 3<sup>rd</sup> Wednesday of the month at 6:00 p.m., with a few exceptions. Additionally, the Board does not have meetings in July, August and December, unless needed.

*Deb Robertson motioned to approve the 2023 – 2024 Board Meeting Schedule. Judge Campbell seconded the motion. The vote carried the motion.*

**5.12 Jan Pro Agreement**

The Jan Pro Janitorial Services Contract is from July 1<sup>st</sup>, 2023 to June 30<sup>th</sup>, 2024 in the amount of \$21,293.16 in twelve equal payments of \$1,774.43.

*John Silvani motioned to approve the Jan Pro Agreement. Wayne Mays seconded the motion. The vote carried the motion.*

**5.13 State Hospital Report**

Mr. Fourman reviewed the January State Hospital Report. There were 19 forensic beds and 2 civil beds. Year to date, the average is 18.1 forensic beds and 2.7 civil beds and

**5.14 Board Self Evaluation Review and Update (For Information Only)**

Dave Swigonski reviewed the updated January Board Survey Monkey results. 12 out of 18 board members answered. The revised self-evaluation survey was used for the second month now.

**5.15 Vouchers and Payments Made by Direct Deduction**

Darrell Burton discussed the current voucher approvals and direct deductions.

*John Silvani motioned to approve the Vouchers and Payments Made by Direct Deduction. Lonnie Tucker seconded the motion. The vote carried the motion.*

**6. Guest and Board Comments**

**6.01 Guest/Board Comments**

An ad hoc committee for the Mission and Vision statement was discussed and tabled until March. Richard Bement volunteered to be on the committee. An email will be sent out requesting Board member volunteers.

Richard Bement would like to continue the discussion about selling North Fair Avenue. The Board staff is currently in the process of the 120 day meetings during the month of March. It was agreed to circle back in April after the staff has more time to collect more information concerning the deed, title and appraisal. Judge Campbell mentioned identifying an attorney to perform a title search.

**7. Adjournment**

The next board meeting will be on Wednesday, March 22nd, 2023 at 6:00 p.m.