



Butler County Mental Health & Addiction Recovery Services Board

Board Meeting Minutes Wednesday, June 21, 2023 Board Meeting

The Butler County Mental Health and Addiction Recovery Services Board held its Board meeting on Wednesday, June 21st, 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; Dr. Theodore Hunter; Wayne Mays; Tara D'Epifanio; Father Pucke; Deb Robertson; David Swigonski; Richard Bement; Rev. Cummings; Kelsey Wargo, LPCC-S, CCTP-II; John Silvani, RN, CARN, CAS, LCDC-II; and Judge Campbell.

Staff members present at the meeting were the following: Scott Rasmus, PhD, LPCC-S, IMFT; Jennifer Coats, SWT; Cassandra Kiesey, Esq.; Scott Fourman, MS, LPCC-S; Darrell Burton, CPA; and Joanna Lowry, MA, LPCC-S, LICDC-CS.

Recognition of Guests:

Scott Stephens, CEO, Big Brothers Big Sisters
Alyssa Putnam, MBA, MHA, Brown Consulting, Ltd.
Matt Brashear, Director of Operations, DeCoach
Dr. Quinton Moss, CEO, Modern Psychiatry and Wellness, LLC
Mark Murphy, Butler County Resident

Recognition of Guests via Webex:

Deanna Proctor, Access Counseling
Daryl Hams, Access Counseling
Carrie Hampton, Best Point Ohio Recovery Housing
Kelly Manns, Best Point Ohio Recovery Housing
Erin Day, Community Behavioral Health
Keri-Anne Boller, Community Health Alliance
Lori Higgins, Envision
Joyce Kachelries, LifeSpan
Carolyn Flynn, NewPath

Jillane Holland, TLC
Jacqueline Jackson, YWCA
Wendy Waters-Connell, YWCA

2. Presentation

- 2.01 Alyssa Putnam, MBA, MHA, from Brown Consulting, Ltd. presented on the BCMHARSB 2023 – 2026 Strategic Plan.

3. Board Communication & Announcements

3.01 Executive Directors Report

- A. State Biannual Budget Update FY24 & 25
The HB33 has passed in the Senate on June 15, 2023 and will continue onto the House.
- B. Ohio Recovery Housing Resident Outcomes Report May – December 2022
The Ohio Department of Mental Health and Addiction Recovery Services along with the Ohio Recovery Housing published the Ohio Recovery Housing Resident Outcomes Report May through December of 2022. The analysis revealed that the responses were most likely to be between the ages of 25 and 45. 85 to 90% were enrolled in Ohio Medicaid, roughly half were involved in the criminal justice system and more than half were parents. Most respondents reported recovery from poly-drug use; the most commonly identified substances that people were in recovery from were alcohol, marijuana, and methamphetamine.
- C. Vista Worker Position
The Ohio Mental Health and Addiction Recovery Services Board is no longer supporting Vista workers. The BCMHARS Board will be pursuing other outlets to fill that position.
- D. Dr. Rasmus provided summaries of the following articles 1 – 3:
1. Lee, B., Wang, Y., Carlson, S., et al., *National State-Level, and County-Level Prevalence Estimates of Adults Aged 18 years Self-Reporting a Lifetime Diagnosis of Depression - United States, 2020*. MMWR Morbidity and Mortality Wkly Rep 2023;72: p.644 - 670
 2. 5.29.23 Journal News Article titled “Need for Mental Help More Pronounced Than Ever)
 3. 6.19.23 Journal News Article (Hamilton officials question recovery center if homelessness isn't addressed)

- E. June 2023 PR Blitz Schedule
Channel 12 Promo “Your MH” Sponsors
Local 12 News offered a Mental Health Month promotion in the amount of \$4,000. Local 12’s Liz Bonis did a series to spotlight mental health issues and the local mental health resources available in the Greater Cincinnati area. It will combine onsite news stories, the BCMHARSB logo for all the area sponsors featured, banner ads to promote the BCMHARSB site, and the logo will be tagged on Local 12’s Facebook post linking back to the BCMHARSB site.

A list was provided of times that the BCMHARSB Channel 12 promo were and will be aired was offered

- F. Board Member Appreciation Month
The June meeting is considered Board Member Appreciation Month. Fairfield Pizza was provided.
- F. Miscellaneous
Dr. Rasmus and Mat Himm presented to the Hamilton City Council on Wednesday, June 14th concerning the Butler County CSU (Crisis Stabilization Unit). Questions were raised concerning the homeless, unit location, and whether other local hospitals were willing to participate in addressing a CSU component locally at their sites. To watch the Butler County Hamilton City Council meeting go to <https://youtu.be/Spqyr-dzzuw>

4. Review of Committee Meetings

- 4.01 **June – ARS Committee Meeting Review – John Silvani**
John Silvani gave a brief update on the June ARS Committee meeting activities (see ARS May minutes).
- 4.02 **June – MH Committee Meeting Review – Wayne Mays**
Wayne Mays gave a brief update on the May MH Committee meeting activities (see MH May minutes).

5. New Business

- 5.01 **Strategic Plan**
The 2023 – 2026 Strategic Plan is the most comprehensive plan to date. It includes a SWOT analysis, data analysis, initiatives and goals.

John Silvani motioned to approve the Strategic Plan. Dr. Hunter seconded the motion. The vote carried the motion.

5.02 **Appreciation / Dave Swigonski and Kelsey Wargo**

Dr. Rasmus recognized Dave Swigonski and Kelsey Wargo for their service provided to the Board as both were leaving the Board.

5.03 **Meeting Minutes**

- A. May Board Meeting Minutes
- B. May Executive Committee Meeting Minutes
- C. June ARS Meeting Minutes
- D. June MH Meeting Minutes
- E. BBH Day 1 120 Day Meeting Minutes
- F. BBH Day 2 120 Day Meeting Minutes
- G. CBH / LifeSpan 120 Day Meeting Minutes
- H. Sojourner / TLC 120 Day Meeting Minutes

John Silvani motioned to approve the Meeting Minutes. Wayne Mays seconded the motion. The vote carried the motion.

5.04 **Board Member Attendance**

The board member attendance was discussed. The statute allows the board members one unexcused and three excused. It is recorded throughout the year. The report is sent to the appointing authority in June. The appointing authorities (County Commissioners & ODMHAS) may remove a board member for attendance issues. All board members were in compliance for FY23.

5.05 **Nomination / Committee Assignments**

There was a discussion concerning committee assignments. Judge Campbell volunteered to fill the open seat for the mental health committee. Mat Himm volunteered to be the chair for the Board Development committee. Deb Robertson has been moved from the ARS to the MH Committee.

Rev. Cummings motioned to approve the Committee Assignments. Judge Campbell seconded the motion. The vote carried the motion.

5.06 **Committee Meeting Schedule**

After a brief discussion, the Board decided that the committee meeting schedule will remain the same for next fiscal year.

5.07 **Financial Reports**

The April 2023 Financial Report which represents 83% of the 2023 fiscal year. The current cash balance as of April 30, 2023 was \$22,846,795. For FY2023, the Board had budgeted \$18,436,148 and has collected \$16,873,880 which was 92% of its revenue. Year to date administration costs were \$1,419,818 with a budget of \$1,921,953, which was 73.9%. Total expenditures year to date were \$15,560,475 with a budget of \$20,063,545 which was 77.6%. The Board had spent \$15,560,474 and collected \$16,873,880 which was a balance of \$1,313,406.

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

Rev. Cummings motioned to approve the Financial Reports. Wayne Mays seconded the motion. The vote carried the motion

5.08 **Budgets**

Darrell Burton provided an overview of the FY24 tax budget and the FY24 Board budget.

John Silvani motioned to approve the FY24 tax budget. Rev. Cummings seconded the motion. The vote carried the motion.

Father Pucke motioned to approve the FY24 Board budget. Judge Campbell seconded the motion. The vote carried the motion.

5.09 **FY23 Budget Revisions**

Transitional Living requested a rate change from \$72.50 to \$80.00 for FY23. It will be retroactive back to the day after the February 2023 Board meeting.

Sojourner Recovery Services is requesting a rate change from \$72.50 to \$80.00 for room and board for their residential addiction treatment services for FY23. It will be retroactive back to the day after the February 2023 Board meeting.

Deb Robertson motioned to approve the FY23 Budget Revisions. Pastor Bailey seconded the motion. The vote carried the motion.

5.10 **Fair Avenue Updates**

The quote from King Custom Coatings in the amount of \$7,000 is for: removal of the existing resinous floor, patch holes, epoxy the floor, apply grout coat Smith Paints molding, and Urethane grout coat.

A gutter replacement quote from Contractors, Inc. in the amount of \$18,076.92 is for: removal of existing gutters and downspouts; furnishing and installing new gutters and downspouts; coloring and styling to match existing; clean up debris; and half way old gutters and downspouts.

Pastor Bailey motioned to approve the King Custom Coating and Contractors, Inc. bids. Judge Campbell seconded the motion. The vote carried the motion.

It has been determined that the BCMHARSB does own the Fair Avenue building but the Butler County Board of Commissioner's own the land. The commissioners would have to agree to any kind of sale. There was a 40 year lease on the property. On May 1st, 2035 the building will revert back to the commissioners. Dr. Rasmus suggested negotiating with the commissioners, to hold onto the ownership of the building.

Richard Bement made a motion to relieve the director of maintenance responsibilities. The motion was tabled until the September Board meeting.

5.11 FY24 Provider Fee for Service Contracts

There are 13 Fee for Service Contract providers. The contracts are contingent upon receipt of agreement and assurances.

Father Pucke motioned to approve the FY24 Provider Fee for Service Contracts. Judge Campbell seconded the motion. The vote carried the motion.

5.12 CORSA Participation Agreement

The CORSA (County Risk Sharing Authority, Inc.), an Ohio corporation not for profit 2021 Participation Agreement is to provide a joint self-insurance pool and to assist members, including the non-voting member, to prevent and reduce losses and injuries to non-voting member property, and persons and property which might result in claims being made against members of CORSA, including the Non-Voting Member, or their employees or officers.

Deb Robertson motioned to approve the CORSA Participation Agreement. John Silvani seconded the motion. The vote carried the motion.

5.13 Eckert, Seamans Cherin & Mellott, LLC Agreement

In May the BCMHARSB received notice that the County IT (Information Technology) identified a malware breach, which was not through the Board office. The Business Associate Agreement will allow Eckert, Seamans, Cherin & Mellott, LLC to evaluate the Board's software, review the electronic health records, and determine if there were any HIPAA (Health Insurance Portability and Accountability Act) violations.

Judge Campbell motioned to approve the Eckert, Seamans, Cherin & Mellott, LLC Agreement. Pastor Bailey seconded the motion. The vote carried the motion.

5.14 Mike Geisler Agreement

Mike Geisler is the Board's GOSH billing software consultant. The FY24 contract from July 1st, 2023 to June 30th, 2024 is in the amount of \$125 hour normal rate. Prepaid block of 24 hours or more are billed at \$112 per hour. The after hour rate is \$176 per hour. The total shall not exceed agreement amount is \$20,000.

Part IV Remote Connectivity was changed in the FY24 Agreement to read, "Unless otherwise agreed to in writing by the parties, Geisler shall, when remotely accessing County resources, do so by utilizing a county owned standard product. In the event that this standard product should increase the time needed for Geisler to complete the support tasks, the Board acknowledges this may also increase the fees associated with said support."

Pastor Bailey motioned to approve the Mike Geisler Agreement. Father Pucke seconded the motion. Judge Campbell opposed the motion. The vote carried the motion.

5.15 **Atrium Agreement**

Atrium will provides psychiatric acute care to Butler County residents who are considered medically indigent. This agreement is from July 1st, 2023 through June 30th, 2024 in the amount of \$45,000.

Judge Campbell made a motion to approve the Atrium Agreement. Rev. Cummings seconded the motion. The vote carried the motion.

5.16 **Burges and Burges Proposal**

Burges and Burges proposal would cover a period of six months, beginning June 22, 2023 and continuing until December 22, 2023. The total cost of the proposal is \$18,000. The consulting service will coordinate with BCMHARS leadership to consult and advise on the content, design, and refinement of public information. They will provide ongoing consultation to BCMHARS leadership for planning, approach, next steps, and appropriate adjustments to help sustain and improve services to Butler County residents as well as help prepare and support the Board in continuing to analyze the need for additional tax levy funding.

The Board had a discussion concerning the Burges and Burges Proposal wherein President Mat Himm decided to table it until a later date.

5.17 **Staff Salary Range Increase**

There was a point factor analysis conducted in 2021 which set job position salary ranges. Due to significant inflation, there is a need to increase the range by 9% to bring them up to current values. This does not affect Board employee's salaries, only the salary range.

There is one position, the Claims Coordination position, who has been at the BCMHARSB for 25 years and who current salary is over the range. Dr. Rasmus is requesting for not only a 9% increase for this position but will also be reaching out to Jim Evans for further consultation and analysis. The point factor analysis did not initially address her unique specialty and specific duties. This will only address this year and will be retroactive to July 1st, 2022.

Judge Campbell made a motion to approve the staff salary range increases. Pastor Bailey seconded the motion. The vote carried the motion.

Rev. Cummings made a motion to approve the Claims Coordinator position salary range retroactive to July 1st, 2022. John Silvani seconded the motion. The vote carried the motion.

5.18 **Staff Annual Merit and Incentive**

Per the current Board employee's annual performance evaluation, a 3% cost of living salary increase (annual merit) and a 3% salary incentive was presented, which will be allocated to staff in FY24, subject to the Executive Director's discretion.

Rev. Cummings made a motion to approve the staff annual merit and incentive. Dave Swigonski seconded the motion. The vote carried the motion.

5.19 Health Officer Approval

Per ORC 5122.01 and 5122.10 the Board offered a health officer training, which outlines the duties of health officers in the State of Ohio. The Board must approve the list of health officer candidates that have successfully completed the training in order to provide crisis holds in Butler County.

Judge Campbell made a motion to endorse the health officer approvals and approval list. Father Pucke seconded the motion. The vote carried the motion.

5.20 State Hospital Report

Mr. Fourman reviewed the May State Hospital Report. There were 18 forensic beds and 3 civil beds. Year to date, the average is 18.2 forensic beds and 2.7 civil beds.

5.21 Board Self Evaluation Review and Update (For Information Only)

Dave Swigonski reviewed the updated May Board Survey Monkey results. 13 out of 18 board members answered and the results were discussed. Mat Himm will be facilitating the board self-evaluation in FY24.

5.22 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. Judge Campbell seconded the motion. The vote carried the motion.

5. Guest and Board Comments

5.01 Guest/Board Comments

An Ad Hoc Hospital Crisis Committee was created. Volunteer participants are Richard Bement, John Silvani, Rev. Bailey, and Rev. Cummings. It was noted that board members were welcome to share ideas outside of a committee meeting. If decisions were to be made, it has to be in public and on record.

It was noted that there will be a voter education empowerment community meeting on Sunday, June 25 at 3:00 p.m. on Issue 1 at Payne Chapel in Hamilton, Ohio.

6. Executive Session

Board members took a roll call vote to enter Executive Session. Upon roll call the vote was: Mat Himm, yes; Pastor Michael Bailey, yes; Dr. Theodore Hunter, yes; Wayne Mays, yes; Tara D'Epifanio, yes; Father Pucke, yes; Deb Robertson, yes; David

Swigonski, yes; Richard Bement, yes; Rev. Cummings, yes; Kelsey Wargo, yes; John Silvani, yes; and Judge Campbell, yes.

6.01 **Client Issues (confidential)**

6.02 **Executive Director's Annual Evaluation**

Board members took a roll call vote to exit Executive Session. Upon roll call the vote was: Mat Himm, yes; Pastor Michael Bailey, yes; Dr. Theodore Hunter, yes; Wayne Mays, yes; Tara D'Epifanio, yes; Father Pucke, yes; Deb Robertson, yes; David Swigonski, yes; Richard Bement, yes; Rev. Cummings, yes; Kelsey Wargo, yes; John Silvani, yes; and Judge Campbell, yes.

7. New Business

7.01 **Wellness Card**

The Wellness Card contract for the client identified in the Executive Session was endorsed for FY24.

Judge Campbell motioned to approve the Wellness Card. John Silvani seconded the motion. The vote carried the motion.

7.02 **Executive Director's Annual Evaluation**

Dr. Rasmus's evaluation was positive. Three goals were identified for FY24, and his salary increase will follow the staff's cost of living and incentive amounts above (5.18).

Deb Robertson motioned to approve the Executive Director's Annual Evaluation. Rev. Cummings seconded the motion. The vote carried the motion.

7. Adjournment

The next board meeting will be on Wednesday, September 21st, 2023 at 6:00 p.m.