



**Butler County  
Mental Health & Addiction  
Recovery Services Board**

**Board Meeting Minutes  
Wednesday, September 21st, 2022  
Board Meeting**

The Butler County Mental Health and Addiction Recovery Services Board held its Board meeting on Wednesday, September 21st, 2022 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: Pastor Michael Bailey; Patricia Deis-Gleeson, BSN; Dr. Theodore Hunter; Wayne Mays; Tara D'Epifanio; Lonnie Tucker, CHE, CSW; Father Michael Pucke; Deborah Robertson; Vice President Kim McKinney, BSN, RN; Mother Suzanne; Rev. Gary Smith; David Swigonski; Richard Bement; Kelsey Wargo, LPCC-S, CCTP-II; and John Silvani, RN, CARN, CAS, LCDC-II.

**Recognition of Guests via Webex:**

Deanna Proctor, Access Counseling  
Lynn Harris, Access Counseling  
Carolyn Winslow, Big Brothers Big Sisters  
Pam Mortenson, Catholic Charities  
Erin Day, Community Behavioral Health  
Lori Higgins, Envision  
Joyce Kachelries, LifeSpan, Inc.  
Susanna Lozano, Modern Psychiatry & Wellness, LLC  
Erica Norton, Mindful Healing  
Jessica Henize, Mindful Healing  
Thomas Ratliff, Mindful Health Center  
Krystle Frye, NewPath  
Rachel Costello, Sojourner  
Wendy Waters-Connell, YWCA  
Jacqueline Jackson, YWCA

## **2. Board Communication & Announcements**

### **2.01 Executive Directors Report**

- A. Covid/Monkeypox Update
- B. Board Development Committee Meeting in October
- C. Suicide Fatality Review
- D. Board Self-Assessment Review Update

Dr. Rasmus provided summaries of the following articles E - G:

- E. Callahan, D. G. (2022). Butler County Care Facility Now Empty: What's Next? *Journal News, Hamilton, Ohio*.
- F. Jewett, C. (2022). Juul Settles Multistate Youth Vaping Inquiry for \$438.5 Million. *The New York Times*.
- G. McCrabb, R. (2022). Warren County Numbers About the Same As Previous Years. *Journal News, Hamilton, Ohio*.
- H. NAMI Walks will be Saturday, October 8<sup>th</sup> from 8:30 to 12:00 p.m. at Fitton Center for Creative Arts. If interested please contact Alyssa Louagie at [alouagie@nami-bc.org](mailto:alouagie@nami-bc.org).
- I. Butler County Veteran's Silent Watch
- J. LifeSpan's Celebration of Life

## **3. Review of Committee Meetings**

### **3.01 September – ARS Committee Meeting Review – Dr. Hunter**

Dr. Hunter gave a brief update on the ARS Committee meeting activities this month.

### **3.02 September – MH Committee Meeting Review – Kim McKinney**

Ms. McKinney gave a brief update on the MH Committee meeting activities this month.

## **4. New Business**

### **4.01 RFP for Recovery Housing**

Erica Norton, COO of the Mindful Healing Center presented on the Recovery Housing proposal and answered questions that were sent from the Ad Hoc Committee. It was noted that the total funding request was for \$409,222.00. The Ad Hoc Committee recommended \$286.897 for capital expenses but did not take into account the \$525 for

Ohio Recovery Certification, which was requested by the provided and was a requirement in the RFP (Request for Proposal).

*Mother Suzanne motioned to approve the RFP for capital expenses in the amount of \$286,897 plus the \$525 for the Ohio Recovery Certification. Rev. Bailey seconded the motion. Dr. Hunter and John Silvani abstained. The vote carried the motion.*

#### 4.02 **Board Resolution of Board Members**

There were two state appointments up for renewal, Pastor Bailey, Pat Deis-Gleeson. Pastor Bailey's term has been approved for four more years. Pat Deis-Gleeson will remain on the Board for a final two years.

The three county appointments, Mother Suzanne, Richard Bement, and Rev. Smith were up for renewal. They have all been approved for four year terms.

*Wayne Mays motioned to approve the appointments. John Silvani seconded the motion. The vote carried the motion.*

#### 4.03 **Meeting Minutes**

- A. Recovery Housing RFP Meeting Minutes
- B. June Executive Committee Meeting minutes
- C. June Board Meeting Minutes
- D. September ARS Meeting Minutes
- E. September MH Meeting Minutes

*John Silvani motioned to approve the Meeting Minutes. Rev. Smith seconded the motion. The vote carried the motion.*

#### 4.04 **2021 Butler County Annual Financial Report**

Darrell Burton reviewed the 2021 Butler County Annual Financial Report which can be found on the Butler County Auditor's website at [2021 Butler County ACFR 083122 Final.pdf \(butlercountyauditor.org\)](#). This was provided to the Board for Information Only.

#### 4.05 **Financial Reports**

The May 2021 Financial Report (91% through the fiscal year) showed that the Board had budgeted \$16,448,471 and had collected \$16,800,862 which was 102.14% of its revenue. Year To Date Administration costs were \$1,450,890 with a budget of \$1,730,483 that was 84%. Current cash balance as of 5/31/21 was \$20,300,954.

The May 2022 Financial Report (91% through the fiscal year) showed that the Board had budgeted \$18,504,670 and had collected \$18,206,855 which was 102.14% of its revenue.

Year To Date Administration costs were \$1,450,648 with a budget of \$1,753,108 that was 84%. Current cash balance as of 5/31/22 was \$21,992,820.

The July 2022 Financial Report (8% through the fiscal year) shows that the Board has budgeted \$18,053,215 and has collected \$175,179 which is .97% of its revenue so far. Year To Date Administration costs are \$166,626 with a budget of \$1,922,353 that is 9%. The Board has currently paid 7% of its budget. Current cash balance as of 7/31/22 is \$20,651,946.

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

*Pat Deis-Gleeson motioned to approve the Financial Reports. Dr. Hunter seconded the motion. The vote carried the motion*

#### 4.06 **Budget Revisions and Program Narratives**

Access Counseling is increasing their Regional Harm Reduction Collaborative through 9/29/2022 by \$100,000. The provider is also adding licensures to their program staffing to account for licensed staff. New contract amount not to exceed \$1,064,052, with program narrative.

Butler Behavioral Health Services is increasing the Crisis Program allocation by \$9,075 for increased rates for on-call services. The new contract amount not to exceed \$2,268,863, with program narrative.

Community Behavioral Health is increasing the IOP (Intensive Outpatient) Group Rate for jail services to \$165.88/\$119.04 depending on licensure. This will not increase the total allocation. COSSAP (Comprehensive Opiate Stimulant Substance Abuse Program) will move \$1,000 from COSSAP consult to new COSSAP invoice for client assistance/graduation rewards. The Connections Program Consultation services allocation is reduced by \$30,000. The Jail location has been added as an acceptable billing location for General Mental Health services. New contract amount not to exceed \$3,541,352, with program narrative.

Envision is increasing SOR (State Opiate Response) 2.0 allocation by \$40,000. The new allocation total amount is \$65,000. The provider is increasing System of Care funding by \$47,420. New contract amount not to exceed \$1,012,744, with program narrative.

YWCA is adding a budget line item for carryover funding in the amount of \$231,685. New contract amount not to exceed \$671,748, with program narrative.

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

#### 4.07 **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. Wayne Mays seconded the motion. The vote carried the motion.*

#### 4.08 **Organizational Chart**

There have been a few updates to the Organizational Chart. Stephanie Boling is the receptionist. The Fiscal Specialist position, Lori Herbers, has been added. Joanna Lowry is now the Associate Executive Director of Alcohol and Drug Addiction Services. Martina Weber is now the Director of Addiction Services. It was noted that there was not a line from Darrell Burton to his department.

*Deborah Robertson motioned to approve the Organizational Chart, including the line from Darrell Burton to his department. Pat Deis-Gleeson seconded the motion. The vote carried the motion.*

#### 4.09 **Jail Programming Update**

The Board had previously endorsed \$144,000 to the Butler County Sheriff's office medical techs to do mental health assessments for the inmates in the jail. It was initially implemented but were unable to get enough staff to fully staff it. Currently, the jail has decided to support two resource assessors for the day shift only instead of trying to fund it 24/7. The funding will be utilized at the first of the year, January 2023. They have updated the post classification assessment, upgraded the survey to assist with treatment and discharge planning, and created job description. This program will utilize \$144,000 of tax levy money to implement it that will be taken out of levy tax collections before it is received to the Board.

*Father Pucke requested the Jail Programming allocation be tabled to the October Board Meeting. Richard Bement seconded the motion. The vote carried the motion.*

#### 4.10 **FY23 Contracts**

I. COSSAP (Comprehensive Opioid Stimulant and Other Substance Use Program) Butler County Board of Health Agreement in the amount of \$100,000 is from October 1<sup>st</sup>, 2022 through September 30<sup>th</sup>, 2023. The purpose of the agreement is to establish a county-wide data system for collection and analysis of the impact of substance use and addiction on the residents of Butler County. This includes the creation and maintenance of a county-wide data dashboard and an addiction epidemiologist to analyze and maintain the data.

Miami University COSSAP (Comprehensive Opioid Stimulant and other Substance Use Program) Project year 3 from October 1, 2022 to September 30, 2023 in the amount of \$20,000 to continue funding for the evaluation services.

II. HRSA (Health Resource and Services Administration) is in year 3, its final year, from September 1, 2022 through August 31, 2023.

DeCoach Agreement in the amount of \$50,000 from September 1, 2022 to August 31, 2023. The purpose of this agreement is to facilitate payment for peer support services as supplied by the provider at McCullough-Hyde Memorial Hospital TriHealth.

Talawanda City School District Board of Education, Coalition for a Healthy Community in the Oxford Area, Agreement in the amount of \$48,000 from September 1, 2022 to August 31, 2023. The purpose of this agreement is to facilitate payment for prevention, treatment, and recovery coordination and direct services as supplied through the coalition, fiscally overseen by the Talawanda School District.

III. OVC (Office of Victims of Crime)

NAMI grant in the amount of \$10,000 from October 1<sup>st</sup>, 2022 to September 30<sup>th</sup>, 2023. The purpose of the grant is to assist with the operation, curriculum and development/coordination and implementation of the CIT training in order to increase first responder knowledge and improved outcomes in crisis interventions for those with mental illness and substance use disorders as well as increase knowledge and ability to become a trauma informed community.

Miami University Amendment in the amount of \$10,000 from October 1<sup>st</sup>, 2022 to September 30<sup>th</sup>, 2023. This amendment is for year 3 of the HOPE initiative.

IV. Tiffany's Lombardo's Agreement has been amended. The hours have been increased to 100 with a total of compensation of \$7,000. The per rate remains at \$70 per hour.

*Father Pucke motioned to approve the FY23 Contracts. Mother Suzanne seconded the motion. The vote carried the motion*

4.11 **OACBHA Week of Appreciation**

OACBHA (Ohio Association of County Behavioral Health Authorities) provides the Board with \$1,500 per county in funding to support and recognize local first responders and those who work directly with individuals struggling to overcome addiction. The 2022 Week of Appreciation is to take place September 18<sup>th</sup> through 24<sup>th</sup>. The Board sponsored a Hamilton Joe's First Responder's night and baseball team for \$1,000 in the summer. There is \$500 left over in funding, which Joanna Lowry and Martina Weber will be creating thank you baskets for the first responders in the county.

*Kim McKinney motioned to approve the OACBHA Week of Appreciation. John Silvani seconded the motion. The vote carried the motion.*

4.12 **Job Descriptions**

Two Board employees, Joana Lowry, Associate Executive Director of Alcohol and Drug Addiction Services, and Martina Weber, Director of Addiction Services, job descriptions have been updated.

*Lonnie Tucker motioned to approve the Job Descriptions. John Silvani seconded the motion. The vote carried the motion.*

**4.13 Decker & Associates Agreement**

Decker & Associates Agreement is from July 1, 2022 through June 30, 2023 to render professional architectural services and provide a capital cost estimate to complete the conversion / remodel of the CSU (Crisis Stabilization Unit). The agreement is in the amount of \$2,500 for a retainer, a billing rate of \$90 per hour, for a total compensation of \$10,000.

*Mother Suzanne motioned to approve the Decker and Associates Agreement. John Silvani seconded the motion. The vote carried the motion.*

**4.14 Fair Avenue Building Appraisal**

All repairs are completed, with the exception of the furnace. The burner has been installed. The exhaust pipe is currently is being fitted and installed. The burner and boiler will then be started to see if they are in working order, which will then complete the process. Sojourner/Community Health Alliance is doing an independent appraisal of the cost of the North Fair Avenue facility. The Board has taken three bids to do an independent appraisal of the cost of the facility also. The estimate the Board has chosen is Beck Consulting, Inc.'s, for an appraisal of \$3,000.

*John Silvani motioned to approve Beck Consulting, Inc.'s Appraisal Fee in the amount of \$3,000. Dave Swigonski seconded the motion. The vote carried the motion.*

**4.15 OOD Agreement and MOU**

The BCMHARS Board partners with OOD (Opportunities for Ohioans with Disabilities) to improve rehabilitation opportunities for individuals with mental health diagnosis for the purpose of achieving employment, rehabilitation services, and independence. The Agreement and MOU (Memorandum of Understanding) are from October 1<sup>st</sup>, 2022 until September 30<sup>th</sup>, 2023 in the amount of \$73,702.00.

*Richard Bement motioned to approve the OOD Agreement and MOU. John Silvani seconded the motion. The vote carried the motion.*

**4.16 MRSS Service Codes**

The MRSS (Mobile Response and Stabilization Service) Codes have been updated in the Ohio Department of Medicaid Provider Requirements and Reimbursement Manual which was published and was effective on May 27<sup>th</sup>, 2022. This applies to Butler Behavioral Health only.

*Mother Suzanne motioned to approve the MRSS Service Codes. John Silvani seconded the motion. The vote carried the motion.*

4.27 **State Hospital Report**

Mr. Fourman reviewed the July and August State Hospital Report. For the month of July, there were 17 forensic beds and 4 civil beds used. For the month of August, there were 20 forensic beds and 3 civil beds. Year to date, the average is 3.5 civil beds and 18.5 forensic beds.

4.28 **Board Self Evaluation Review**

Dave Swigonski reviewed the June Board Survey Monkey results. 10 out of 17 board members answered with 8 responses as a whole were better than average and 4 were worse than average.

**5. Guest and Board Comments**

5.01 **Guest/Board Comments**

*Richard Bement motioned to adjourn. Mr. Mays seconded the motion. The vote carried the motion.*

**7. Adjournment**

The next board meeting will be on Wednesday, October 19th at 6:00 p.m.