

MENTAL HEALTH & RECOVERY SERVICES (MHRS) BOARD
Serving Coshocton, Guernsey, Morgan, Muskingum, Noble & Perry Counties
 1500 Coal Run Road – Zanesville, OH, 43701

OFFICIAL MINUTES
(November 10, 2022)

I. BOARD NOTIFICATION & COMPLIANCE WITH SUNSHINE LAW:

On November 1, 2022, board members, contract organization directors, service area news media, county boards of commissioners, and state legislators were notified the Board of Directors would meet on Thursday, November 10, 2022, at the MHRS Board Office — with the schedule of activities to include: 6:00 p.m., Meetings of Finance/Audit Committee and Partners Workgroup; and 7:00 p.m., regular board meeting.

II. CALL TO ORDER: President William Johnson called the regular board meeting to order at 7:05 p.m.

III. OATH OF OFFICE: Associate Director Elaine Shuster administered the Oath of Office to **Wendy Starlin**, Perry County Representative.

IV. ROLL CALL:

Board Members present:

- *William Johnson, President (Coshocton County)*
- *Sue Hoover, Vice-President (Muskingum County)*
- *Randi Earnest (Guernsey County)*
- *Dennis Hitchcock (Muskingum County)*
- *Tony Mayle, Jr. (Morgan County)*
- *Dan Scheerer, M.D. (Muskingum County)*
- *Wendy Starlin (Perry County)*
- *Ben Taylor (Perry County)*

Board Members excused:

- *Reid Carpenter (Noble County)*
- *Sean Brady (Muskingum County)*
- *Leondra Davis (Coshocton County)*
- *Megan Gee (Guernsey County)*
- *Jennifer Hanson (Muskingum County)*
- *Larisa Harper (Muskingum County)*

There being eight board members present, a quorum was constituted for conducting official business.

Staff Members present:

- *Misty Cromwell, Executive Director*
- *Elaine Shuster, Associate Director*
- *Karl Hoop, Crisis/Criminal Justice Coordinator*
- *Jamie McGrew, Care Management Director*
- *Rhonda Hanes, Fiscal Operations Director*
- *Linda Hand, Administrative Coordinator*

V. INTRODUCTION OF GUESTS: No guests were present.

VI. AGENDA: President Johnson noted one addition to the pre-mailed agenda – Under Old Business — *Update: Transforming the Funding Process*. DENNIS HITCHCOCK MOVED THAT THE BOARD APPROVE THE NOVEMBER 10, 2022, MEETING AGENDA AS AMENDED. THE MOTION WAS SECONDED BY SUE HOOVER AND UNANIMOUSLY APPROVED.

VII. MEETING MINUTES:

- **Regular Meeting — October 13, 2022:** The minutes from the October 13th board meeting were e-mailed to board members on October 18. RANDI EARNEST MOVED THAT THE BOARD APPROVE THE MINUTES OF THE OCTOBER 13, 2022, MEETING AS SUBMITTED. THE MOTION WAS SECONDED BY DENNIS HITCHCOCK, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: SUE HOOVER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING SEVEN POSITIVE VOTES.

- **Special Meeting — October 18, 2022:**

This special meeting was called to address some fiscal concerns at Coshocton Behavioral Health Choices (CBHC). President Johnson noted the following corrections to the minutes:

- ◆ Page 2, Paragraph 1, Sentence 2 — being changed to read: *“At that meeting, Rhonda Hanes presented several financial reports that clearly showed the organization’s steadily declining reserves or cash.”*
- ◆ Page 2, Paragraph 5, Sentence 1 — being changed to read: *“Rhonda Hanes spent the majority of October 18 at CBHC, assessing financial issues, and it was determined that an emergency funding allocation from the MHRS Board would help to set the organization on the road to recovery.”*

DAN SCHEERER MOVED THAT THE BOARD APPROVE THE MINUTES OF THE OCTOBER 18, 2022, SPECIAL BOARD MEETING AS CORRECTED. THE MOTION WAS SECONDED BY SUE HOOVER, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: SUE HOOVER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING SEVEN POSITIVE VOTES.

VIII. EXECUTIVE DIRECTOR’S REPORT:

Key issues from Misty Cromwell’s November Director’s Report were:

- ◆ **Thank You . . . Support of the Muskingum County Levy Renewal:** *(Summary included in Board Meeting Highlights attached to the minutes.)*
- ◆ **Possible Collaboration with the Muskingum County Center for Seniors:** Board staff members have been discussing with Kate Paul, Director of the Muskingum County Center for Seniors, the possibility of expanding on-site services to seniors at the Center who are struggling with various forms of loss and health issues.
- ◆ **Putnam Housing Project:** Director Cromwell has joined a special workgroup that is currently making plans to improve the housing situation in the Putnam area of Zanesville.
- ◆ **Collaborative Planning for the Development of a Multi-Disciplinary Continuum of Care:** *(Summary included in Board Meeting Highlights attached to the minutes.)*
- ◆ **PAX Training for Pre-Service Teachers @ Ohio University Zanesville:** *(Summary included in Board Meeting Highlights attached to the minutes.)*
- ◆ **Crisis Intervention Team (CIT) Trainings for Patrol Officers and Dispatchers:** *(Summary included in Board Meeting Highlights attached to the minutes.)*
- ◆ **Muskingum County Criminal Justice Collaborative:** *(Summary included in Board Meeting Highlights attached to the minutes.)*

IX. FINANCE/AUDIT COMMITTEE REPORT: *(Dr. Dan Scheerer, Chair)*

1. October 2022 Financial Reports:

Board members reviewed the MHRS Board's Financial Reports for October 2022 that included: 1) Reconciliation Report; 2) Contract Services Expense Reports; 3) Balance Sheet as of October 31, 2022; 4) Dashboard Report; 5) Monthly Report of Network Funding Reserves; and 6) a 'Year-to-Date' Status Report for the MHRS Board's CY 2022 Operating Budget.

◆ ***October 2022 Reconciliation Report:***

After the report of Committee action, DAN SCHEERER MOVED THAT THE FULL BOARD ADOPT THE RECOMMENDATION OF THE FINANCE/AUDIT COMMITTEE TO APPROVE THE OCTOBER 2022 RECONCILIATION REPORT AS SUBMITTED. THE MOTION WAS SECONDED BY DENNIS HITCHCOCK.

Dr. Scheerer provided a thorough review of this all-inclusive report that shows deposits, checks written for MHRS Board operations, payments to in-network service providers and out-of-network community partners, and journal entries.

A ROLL CALL VOTE WAS THEN TAKEN ON THE ABOVE MOTION AS FOLLOWS: SUE HOOVER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING SEVEN POSITIVE VOTES.

2. Appropriation Transfers – Calendar Year 2022 Budget:

In view of the Muskingum County Auditor's financial close-out of CY 2022 in mid-December, Fiscal Operations Director Rhonda Hanes proposed a few appropriation transfers.

After the report of Committee action, DAN SCHEERER MOVED THAT THE FULL BOARD ADOPT THE RECOMMENDATION OF THE FINANCE/AUDIT COMMITTEE TO APPROVE THE TRANSFER OF \$753,500.00 FROM THE CONTINGENCIES LINE ITEM TO THE FOLLOWING EXPENSE AREAS: (1) ADVERTISING AND PRINTING, \$1,000.00; (2) UTILITIES, \$2,500.00; AND (3) CONTRACT SERVICES, \$750,000.00. THE MOTION WAS SECONDED BY RANDI EARNEST, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: SUE HOOVER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; BEN TAYLOR, YEA.

3. Update: Coshocton Behavioral Health Choices (CBHC):

Rhonda Hanes reported that she and Elaine Shuster have been meeting with CBHC Co-Directors Tyra Hixon and Jeanette Hall to help map out a fiscal recovery plan and to assist with a Corrective Action Plan to be submitted to the Ohio Department of Mental Health & Addiction Services.

X. PARTNERS WORKGROUP: *(Randi Earnest, Chair)*

1. Muskingum County Prosecutor's Pre-Arrest Jail Diversion Program: *(Summary included in Board Meeting Highlights attached to the minutes.)*

XI. OLD BUSINESS:

1. Update – Transforming the Funding Process:

On November 9, Consultant Dr. Michael Gillette from Biotech Services of Virginia gave a detailed presentation to contract organization directors about plans to transform the MHRS Board’s funding process. There was good dialogue between the Directors and Dr. Gillette. Contract organization Directors have indicated a willingness to be involved in the 3-year, phased-in implementation of the new process.

MHRS board members reviewed a more easily understood summary of service level tiers and the percentages of funds that would support those services.

XII. NEW BUSINESS:

1. Policy – Fiscal Contingency Reporting:

Board members reviewed proposed Policy VI-B.3, *Fiscal Contingency Reporting*, along with a tool that has been developed to assist MHRS Board staff in detecting (as early as possible) when a contract organization is experiencing financial difficulties.

Following an extensive review, DAN SCHEERER MOVED THAT THE BOARD APPROVE POLICY VI-B.3 — *FISCAL CONTINGENCY REPORTING* — AS SUBMITTED. THE MOTION WAS SECONDED BY DENNIS HITCHCOCK AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: SUE HOOVER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING SEVEN POSITIVE VOTES.

2. Policy – Overtime and Compensatory Time:

Board members reviewed proposed Policy IV-K.03, *Overtime and Compensatory Time*, that includes a shorter timeline by which employees must use their accrued compensatory time. That particular portion of the policy notes, “*Any accrued compensatory time must be used within 90 days of the date it was accrued and shall be used prior to the employee using accrued vacation time.*”

Following review, BEN TAYLOR MOVED THAT THE BOARD APPROVE POLICY IV-K.03 — *OVERTIME AND COMPENSATORY TIME* — AS SUBMITTED. THE MOTION WAS SECONDED BY DENNIS HITCHCOCK, AND A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: SUE HOOVER, YEA; RANDI EARNEST, YEA; DENNIS HITCHCOCK, YEA; TONY MAYLE, YEA; DAN SCHEERER, YEA; WENDY STARLIN, YEA; AND BEN TAYLOR, YEA. THE MOTION WAS UNANIMOUSLY APPROVED RECEIVING SEVEN POSITIVE VOTES.

3. Next Meeting: President Johnson noted that the MHRS Board would next meet on *Thursday, December 8, 2022*, at the MHRS Board Office, 1500 Coal Run Road, Zanesville. No committee meetings will be held. The schedule will be: 6:00 PM, Board Member Appreciation Dinner and Year-End Review; 6:30 PM, a presentation about Allwell Behavioral Health’s Primary Care Services; and 7:00 PM, Regular Board Meeting.

XIII. COMMENTS FOR THE GOOD OF THE ORDER:

- ◆ *Congratulations:* Dr. Scheerer congratulated MHRS Board staff members on the

successful Muskingum County Levy Renewal Campaign. He noted the campaign was very well implemented and that MoDo Media had done a good job of coordinating the advocacy videos and posts on social media.

◆ ***Feedback - October Board Meeting Evaluation Forms:***

★ ***RFP – New Funding Process:*** A board member asked several questions about the RFP for the new funding process. Director Cromwell will be discussing those questions with Consultant Dr. Michael Gillette.

★ ***October Health Equity Reflection:*** *As we strive towards health equity, diversity, and inclusion, we must challenge our ways of thinking and understanding. Translating what we are learning into how we practice as behavioral health leaders is the challenge. Here is a great example pulled out of a job posting that shows how learning about the experiences of marginalized groups can change recruiting strategies: "Don't meet every single requirement? Studies have shown that women and people of color are less likely to apply to jobs unless they meet every single qualification. At Tegus we are dedicated to building a diverse, inclusive and authentic workplace, so if you're excited about this role but your past experiences don't align perfectly with every qualification in the job description, we encourage you to apply anyway. You may be just the right candidate for this or other roles."*

A board member noted that the above reflection is very true and stated that this information should be shared with the general public. ◆ Director Cromwell noted that the above reflection will be shared at an upcoming workforce development presentation for the MHRS Board's Care Management Council. The presenter that day will be Dana Matz, President of the Muskingum County Chamber of Commerce.

◆ ***November Health Equity Reflection:***

Misty asked board members to provide feedback on the November Health Equity Reflection: *"Leading with equity requires a fundamental shift in how we see people. As representatives of a behavioral health system of care, it is easy to see people in terms of their relationship with the system; a provider, a stakeholder, a constituent, a client. However, this view focuses on the other's relationship to you. This view is not bad because this is how relationships work. The shift comes when we view people as humans first that are worthy of dignity and respect, regardless of their relationship to you and the system you represent. Shifting this view of people can have a profound impact on how we interact with them. We start to recognize our common humanity which leads us to further recognize the importance of equity."*

XIV. ADJOURNMENT: The meeting adjourned at 8:25 p.m.

SIGNATURE PAGE

SUBMITTED BY:

APPROVED BY:

Linda Hand, Administrative Coordinator

Misty Cromwell, Executive Director

William Johnson, Board President