

MINUTES

BROWN COUNTY BOARD OF MENTAL HEALTH & ADDICTION SERVICES

DATE: THURSDAY, JANUARY 4, 2024
PLACE: BROWN COUNTY COMMUNITY BOARD OF ALCOHOL,
DRUG ADDICTION & MENTAL HEALTH SERVICES
TIME: 6:00 P.M.

ATTENDANCE:

Lynne Barber
Kelly Faas
Michael Hess
Venita Milburn
Trent Moore

Tammie Ogle
Sherry Ridner
Ashley Roy
Debi Shultz
Emily Souder
Janlyn Woodruff

Deanna Vietze, Executive Director

Stacey Holton, Executive Assistant

ABSENT:

James Settles

CALL TO ORDER

Mr. Moore called the meeting to order at 6:01 pm

Ms. Holton took roll call

MOTION: TO APPROVE AGENDA

Milburn¹, Shultz², Motion Carried

MOTION: TO APPROVE NOVEMBER 2, 2023 MINUTES

Souder¹, Roy², Motion Carried

REPORT OF CHAIRPERSON

Mr. Moore asked all members to consider if board membership should stay at 14 or drop to 12 or 9. Ms. Shultz reports she is content with the membership as is. Mr. Moore asked Ms. Vietze to report her concerns with staying at 14 members. She reports having vacancies constantly is a concern for her and what it appears to the state.

Ms. Vietze reminded members of the requirements that have been changed by the legislature. Mr. Moore reminded all members that they took an oath of office and the importance of attending meetings and being active. Ms. Faas asked for Ms. Vietze's recommendation regarding board membership. She reports she would like to entertain the idea of dropping Board membership to 12 members. Ms. Vietze reports the Brown County Commissioners will be required to attend a meeting and hear the voice of the board members. Ms. Woodruff reports she doesn't see any negatives to decreasing Board membership to 12. Ms. Faas asked all members if they thought 12 members was best. Mr. Moore reported this will be tabled and he asked all members to come with their thoughts to the next meeting.

Ms. Barber came in at 6:02pm

Ms. Holton provided the oath of office to Mr. Hess.

REPORT OF EXECUTIVE DIRECTOR

Ms. Vietze asked if there were questions or concerns regarding her report. Ms. Roy reports she is interested in the services committee if it isn't a conflict of interest for her and her employment.

Ms. Vietze reports the new director of OHMHAS is LeeAnne Cornyn. Ms. Vietze reports that she worked for Governor DeWine at the attorney general's office and most recently as the governor's deputy chief of staff. Ms. Vietze reports she spoke with Ms. Walter who has met with Director Cornyn and she wants to have an open dialogue with the ADAMH boards'. She reports the director admitted to not knowing the board system well, but she wants to learn and will start doing so by listening. Ms. Vietze reports Director Cornyn will be at the OACBHA meetings at the end of the month.

Ms. Vietze reports the legislature is only scheduled to meet once or twice in January so there is not a lot of movement expected. She reports there are several bills Governor DeWine is trying to push through. Ms. Vietze reports there is a pending bill to address the new legalization of marijuana.

Ms. Vietze reports that the amount for the SOS funding was more than what she reported previously. She reports the total amount we are allocated is \$229,318.76. She proposes this funding to be contracted as follows: Talbert House \$72,053.75; Health Department \$5,037.50; Brown County Drug & Major Crimes Task Force \$18,612; Child Focus \$54,738.96; BCMHAS \$18,326.55 for administration and \$60,550 for Beckett Springs.

Ms. Vietze reports on the responsibilities that are included in the grant for each agency that receives this money. Ms. Vietze asked for any additional questions. After no questions, Mr. Moore asked for a motion to approve these funds.

MOTION: TO APPROVE CONTRACT OF SOS FUNDS IN THE AMOUNT OF \$229,318.76 FOR THE FOLLOWING AGENCIES: TALBERT HOUSE \$72,53.75; BECKETT SPRINGS \$60,550.00; BCMHAS \$18,326.55; HEALTH DEPARTMENT \$5,037.50; BROWN COUNTY DRUG AND MAJOR CRIMES TASK FORCE \$18,612.00 AND CHILD FOCUS \$54,738.96

Faas¹, Shultz², Motion Carried

Ms. Vietze reports that as per ORC340 we are required to provide a 120-day notice to providers. Ms. Vietze reports she will send a letter to our providers stating that there will be potential changes to their contract, primarily in the way GOSH billings will be handled. We are switching to a new board administering the GOSH functions. Ms. Vietze reports the notices will be issued to Child Focus and Talbert House.

MOTION: TO APPROVE SENDING 120 DAY NOTICES TO CHILD FOCUS AND TALBERT HOUSE

Souder¹, Milburn², Motion Carried

Ms. Vietze reported she sent the profit and loss statement for FY24 through November 2023 out for review. She reports what each column identifies in the report. Ms. Vietze asked if there were any questions, after no questions. Mr. Moore asked for an approval of the profit and loss statement.

MOTION: TO APPROVE PROFIT AND LOSS STATEMENT FOR JULY 1, 2023 THROUGH NOVEMBER 30, 2023.
Souder¹, Hess², Motion Carried

Ms. Vietze reviewed the FY23 financials, and the money left in each line item. She asked for any questions. Mr. Moore asked for a motion to approve the submission of the O40 for FY23.

MOTION: TO APPROVE THE SUBMISSION OF THE O40 FOR FY23.
Hess¹, Faas², Motion Carried

Ms. Vietze reports the collaborative has decided that the property discussed for the Adam and Amanda center is not going to be possible. Ms. Vietze reports there is a property in Morrow that the collaborative is looking at. She reports there is a possibility that the project isn't going to be possible. Ms. Vietze reports if the project doesn't happen then we will send the money back to Interact for Health. Ms. Vietze reports she will keep the board updated on the changes.

MOTION: TO APPROVE MOVING FORWARD WITH THE ADDRESS CHANGE FOR THE ADAM AND AMANDA CENTER.
Milburn¹, Hess², Motion Carried

Ms. Vietze reports the lease for the car will be up this May. She reports it is more cost effective than paying mileage. Ms. Vietze asked if the board had specifics, they would like her to stick to when looking at leases. Mr. Hess asked if he would be allowed to solicit a donation. The collective decision was that a donation was not appropriate and that Ms. Vietze should negotiate a car lease of her choosing not to exceed \$400 per month.

MOTION: TO APPROVE A THREE YEAR CAR LEASE NOT TO EXCEED \$400 A MONTH.
Faas¹, Roy², Motion Carried

Ms. Vietze reports we received unanticipated funds within the calendar year of 2023. She reports this is due to the HCS grant and the money from the state for overdose awareness day. Ms. Vietze reports to spend this money an amended certificate is needed. Mr. Moore asked for a motion to approve an amended certificate for \$4,593.56.

MOTION: TO APPROVE AN AMENDED CERTIFICATE FOR \$4,593.56
Ogle¹, Barber², Motion Carried

Ms. Vietze reports the harm reduction numbers. Each member received the report at the meeting. Ms. Vietze asked if anyone saw an article about the Mt. Orab machine in the paper.

Ms. Vietze shared that we are collecting containers such as empty plastic coffee cans to distribute to syringe exchange participants for collecting used syringes. She requested that members save theirs and bring them to the office. She reports each sharps container costs over three dollars and this is an effort to be more economical.

Ms. Vietze reports for the policies and procedures she would like to table SOP 3 to bring back to the next meeting. Ms. Vietze reports this policy needs to be updated. She reports she will update it and bring it back to be approved by the board. Ms. Souder reports she reviewed all Finance policies again and did not have any recommended changes.

MOTION: TO APPROVE THE REVIEW OF THE FINANCE SECTION OF THE POLICIES AND PROCEDURES
Hess¹, Barber², Motion Carried

Ms. Vietze reports Georgetown Behavioral Hospital is working on the process to accept pink slips and jail transfers. Ms. Vietze reports she was asked to consult on this planning with the hospital, jail and court and will have upcoming meetings. She reports the hospital is doing more SUD treatment and they are accepting all Medicaid plans. Ms. Vietze reports she will keep all members updated.

NEW BUSINESS

None

Ms. Vietze reported the next meeting would be March 7, 2024, at 6pm.

Motion: To Adjourn at 7:43 pm

Shultz¹, Ridner², Motion Carried

Date	Vendor	Amount
1/10/2024	PUBLIC ENTITIES POOL OF OHIO	\$1,338.00
1/10/2024	CLARK SCHAEFER HACKETT & CO	\$1,000.00
1/10/2024	BCRS	\$8,078.67
1/10/2024	AMERICAN EXPRESS	\$1,081.80
1/10/2024	AREA WIDE, INC	\$1,440.00
1/10/2024	STACEY L HOLTON	\$6.88
1/10/2024	ROYAL PUBLISHING	\$150.00
1/17/2024	GEORGETOWN UTILITIES	\$183.78
1/17/2024	MENTAL HEALTH RECOVERY BD. OF CLARK, GREENE & MADISON COUNTIES	\$1,166.70
1/17/2024	TREASURER BROWN COUNTY EDUCATIONAL SERVICE CENTER	\$15,000.00
1/17/2024	DEANNA VIETZE	\$52.99
1/24/2024	DEANNA VIETZE	\$155.88
1/24/2024	ROYAL PUBLISHING	\$295.00
1/24/2024	BROWN CO CHAMBER OF COMMERCE	\$120.00
1/24/2024	BECKETT SPRINGS	\$12,975.00
1/24/2024	MILLENNIUM BUSINESS SYSTEMS	\$97.60
1/24/2024	CHILD FOCUS, INC.	\$13,230.98
1/24/2024	BCRS	\$57,944.31
1/31/2024	DUKE ENERGY	\$191.36
1/31/2024	DEBORAH E. ANDREWS	\$100.00
1/31/2024	HONDA FINANCIAL SERVICES	\$279.47
1/31/2024	CHARTER COMMUNICATIONS	\$263.00
1/31/2024	BROWN COUNTY HEALTH DEPT	\$4,600.00
2/7/2024	MENTAL HEALTH RECOVERY BD. OF CLARK, GREENE & MADISON COUNTIES	\$1,166.66
2/7/2024	AMERICAN EXPRESS	\$2,269.57
2/7/2024	CLARK SCHAEFER HACKETT & CO	\$1,000.00
2/7/2024	STACEY L HOLTON	\$164.62
2/7/2024	AMAZON CAPITAL SERVICES	\$75.36
2/7/2024	BCRS	\$13,007.96
2/7/2024	GIESLER IT SERVICES LLC	\$2,500.00
2/7/2024	BCRS	\$3,893.60
2/14/2024	GEORGETOWN UTILITIES	\$210.06
2/14/2024	BROWN COUNTY SHERIFF	\$1,8612.00
2/28/2024	HONDA FINANCIAL SERVICES	\$279.47
2/28/2024	DUKE ENERGY	\$198.87
2/28/2024	DEBORAH ANDREWS	\$100.00
2/28/2024	ROYAL PUBLISHING	\$295.00
2/28/2024	OGLETHORPE OF GEORGETOWN LLC	\$5,800.00
2/28/2024	CHARTER COMMUNICATIONS	\$263.00