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MINUTES of December 13, 2021

MEMBERS PRESENT: Andy Bateman, Jenifer Binder, Barbara Bird, Jacki Block, Rebecca Cochran, Richard Costello, Brian Dixon, John Kelly, Patricia Lawrence

MEMBERS EXCUSED: Kelley Costello (joined by Zoom), Laura Esslinger (joined by Zoom), Erica Koe-Krompecher, Greg Varner (joined by Zoom)

ASSOCIATE MEMBERS EXCUSED: Raymond Bailey (joined by Zoom), Richard Chaney

GUESTS PRESENT: Heather Cokl, Alicia Fine

GUESTS PRESENT VIA ZOOM: Amy Foley, Fonda Freeman, Susan Graham, Patty Hassel, Pamela Lindeman, Julia Saldanha, Laura Stith, Cheri Walter,

STAFF PRESENT: Cindy Knoblauch, Erica Pursley, Karen Scherra, Lee Ann Watson

1. The meeting was conducted in person with the opportunity for guests to join by Zoom. The meeting had a late start due to the Finance Committee meeting running over. Chairperson Patricia Lawrence apologized and welcomed the attendees and the meeting proceeded. Patricia asked that the guest speaker, Cheri Walter, be moved to the first item on the agenda due to the late start.
2. Presentation by Cheri Walter, OACBHA CEO: Cheri Walter gave a presentation of the services the Ohio Association of County Behavioral Health Authorities (OACBHA) provides to Boards that are in the process of recruiting/hiring an Executive Director. The services are as follows and are provided at no cost to boards:
 - Meet with the Governing Board to give them a State of the State to know what is on the horizon and assist them in identifying desired characteristics of a new Executive Director;
 - Share job postings and position descriptions from other ADAMH Board Director searches;
 - Develop job postings and position description;
 - Advertise job postings on OACBHA website and send postings out to OACBHA networks, such as other Boards and local newspapers;
 - Receive application materials from potential candidates and conduct initial review of all resumes to ensure that candidates meet minimum ORC 340.04 requirements (OACBHA will divide resumes by those that meet minimum qualifications and those that do not. All resumes will then be forwarded on to the Board.);
 - Provide sample interview questions;

- Assist with the interview process;
- Assist with discussions with key stakeholders and providers;
- Provide examples of Executive Director contract language; and
- Share OACBHA salary survey information.

Once the candidate is selected, OACBHA can offer the following services:

- Mentoring – If the new Director has strong clinical skills, the mentoring will focus on financial skills and vice versa;
- New Director Orientation Manual and Auditor of State Handbook;
- Directors only site on OACBHA Website with a great deal of information including Legal FAQs, numerous pre-recorded trainings, etc.; and
- Bi-monthly new Director meetings.

Cheri Walters added that Boards do not have to post the job if an internal candidate is chosen. Boards are not required to conduct an external search for the Executive Director role. Cheri also added that the Board members should consider a timeline for the hiring process and should consider posting the job description at the beginning of the year. Cheri further suggested that if the new Director is not an internal candidate that there be a two (2) month overlap between the old and new Directors.

After Cheri Walter's presentation concluded, Patricia Lawrence asked all attendees to introduce him/herself as there were many new members. Karen Scherra reminded the Board members who were on Zoom that they would not be able to vote. The meeting then proceeded.

3. A motion was made, and unanimously approved, to approve the Agenda for the December 13, 2021 Board meeting. (Motion-Jacki Block, second-Brian Dixon).
4. A motion was made, and unanimously approved, to approve the minutes of the October 11, 2021 Board of Directors' meeting. (Motion-Andy Bateman, second-Brian Dixon).
5. Executive Director's Report: Executive Director Karen Scherra shared a few highlights from her report. Karen thanked staff, Board members, and Provider Agencies for their patience and support during her absence due to an injury and surgery. Karen also thanked everyone for the cards, emails, and good thoughts that she received. Karen apologized for the cancellation of the November Board meeting due to her surgery. Karen said Board staff were able to keep the office running smoothly.

Karen Scherra mentioned some recent OACBHA related activities. Karen said she recently had a conversation with Cheri Walter, OACBHA CEO, about Greater Cincinnati Behavioral Health Services' (GCB's) Certified Community Behavioral Health Clinic (CCBHC) SAMHSA grant program and their partnership with OMHAS, Ohio Council, and National Council regarding Ohio certifying CCBHCs in the future. Karen stated that her concern was that Boards were not being made aware of, or involved in, the process, as sustainability of the CCBHC model long term will require board funds. Cheri told Karen she would be discussing this matter with the OMHAS Director and would provide information to Karen about the discussion. Karen offered to be involved in the process going forward.

Karen Scherra also mentioned OACBHA's proposed changes to ORC 340. For some time, the Board Association has been discussing needed changes to ORC 340, the statute that outlines the roles and responsibilities of ADAMHS Boards. Updates and changes to ORC 340 are needed since many sections are unclear. Previous attempts at changing sections of the statute in the budget bill or other bills have been unsuccessful. The membership agreed with OACBHA staff that now is the time to push the issue and look at all the areas that need to be clarified, modified, changed, eliminated, or added. The recommendations of the OACBHA Chapter 340 Workgroup were approved by the Executive Council at its September 2021 meeting. A Directors-only meeting was held on November 5th to review the recommendations in detail and seek membership approval. The workgroup also developed talking points for the membership to provide context and clarity around the proposed updates and revisions to Chapter 340.

Regarding ENGAGE, Karen Scherra said she continues to participate in all ENGAGE Team and Board Representatives meetings. The Northwest and Southwest Boards that participate in ENGAGE have not met in the past two months but are planning to meet in December to discuss their role with the MRSS services after January. The state decided to provide funding to sustain the current MRSS programs until 6/30/22, but instead of the funds being allocated to the fiscal agent and then to the boards, who hold the contracts with the providers, the funds will be provided by the Department of Medicaid to Aetna, the managed care company overseeing OhioRISE, that will contract directly with the providers for the funds. Boards and providers are not happy with this situation but had no input into the decision.

6. Program Committee: Program Committee Chairperson Andy Bateman provided a summary from the three (3) Program Committee meetings that were held previously to discuss additional funding requests from the contract provider agencies. Andy informed the Board members that all the contract provider agencies requested funding to assist with the work force crisis. Andy said Greater Cincinnati Behavioral Health Services (GCB) requested additional dollars to increase and sustain a pay increase for frontline service providers, like Care Managers, and provide retention and recruitment bonuses. Andy said the Program Committee recommended to the Finance Committee an amount of \$100,000-\$200,000 for this purpose, but only as a one-time support. Andy also stated that the Program Committee suggested that a plan for the funds be developed and shared with the Board members.

Regarding funding requests for Child Focus, Andy Bateman said the main concern was the retention of staff for the Mobile Crisis Team. Child Focus requested a total of \$175,988.50 to cover a 15% salary increase for Mobile Crisis staff, Crisis Hotline shift differential rate increases, and retention bonuses.

Andy Bateman also summarized the meeting with Hope Community Center (HCC). HCC's Executive Director Amy Foley will be leaving to take a position as the Coordinator of a First Responder peer grant program. To ensure a smooth transition for HCC, Amy has agreed to continue at HCC one day a week through June 30, 2022. HCC's Parent Peers may need to transition to work at a treatment agency by July 1, 2022, so that their peer services can be billed to Medicaid under OhioRISE. Andy also said MRSS referrals are down, so Parent Peers do not have enough caseload to require 40 hours per week currently, but they are still in need of a full-time salary to be able to continue employment at HCC. With the implementation of OhioRISE

by July, it is crucial to maintain the Parent Peers' employment at HCC. Andy said the Program Committee recommended to the Finance Committee to move the excess Director's salary amount, due to Amy leaving, to maintaining Peer salaries until July. No additional dollars were requested.

In closing, Andy summarized Board priorities and Program Committee recommendations for those priorities. Andy said the situation with maintaining enough skilled frontline workers at the agencies to retain and continue services in Clermont County is at a critical point. The Program Committee recommended that the Board approve the above agency requests.

7. Finance Committee: Finance Committee Chairperson Jacki Block discussed the SFY 2021 year-end/financial projections. Jacki reported that the Board has a higher than usual amount of funds in free reserves, since agencies under-earned their contracted amounts in FY2021 due to the COVID-19 pandemic and the difficulty with providing services. The under-earnings totaled \$852,431. Jacki explained that the Board now has the opportunity to set its required reserves back to \$1,000,000 as previously approved at the October meeting. In addition, Jacki explained that the "free reserves" refers to money that can be put toward services and agency funding requests. After revising the required reserves amount to \$1,000,000, the Board has projected free reserves in the amount of \$1,786,162 for FY22. Therefore, Jacki said the Finance Committee recommends the Board approve the following additional funding to the Agencies:

Child Focus - \$175,988.50

Greater Cincinnati Behavioral Health Services (GCB) - \$175,000

Hope Community Center - To approve the second half FY2022 POS contract for the same as the first half at \$91,636

8. Action Items: The first action item was the Additional Funding for Contract Agencies for FY 2022. As discussed in the Finance Committee report, the Finance Committee recommends additional funding in the amounts of \$175,988.50 to Child Focus and \$175,000 to GCB. A motion was made, and unanimously approved, to approve the additional funding for contract agencies for FY 2022 and to authorize the Executive Director to prepare an Addendum to each agencies' POS Contract as appropriate. (Motion-Jacki Block, second-Andy Bateman). The actual addendums to the POS contracts for the approved amounts will be brought for approval to the January Board meeting.

The second action item was the Approval of the FY 2022 POS Contract for Hope Community Center (HCC) for the period 1/1/22-6/30/22. At the July 2021 meeting, it was decided that the contract with HCC would be for only six (6) months due to the uncertainty associated with OhioRISE and the impact on the Parent Peer Partners. The Board had every intention of continuing to contract with HCC going forward but recognized that the contract might be reduced or altered due to OhioRISE changes to Medicaid billing. Subsequently, the OhioRISE implementation was delayed until July 1, 2022. As discussed earlier in the agenda, HCC's contracted amount will remain the same for the second half of FY2022 at \$91,636. Erica Pursley informed the Board members that HCC 2nd half funds were already in the budget projection for the fiscal year. A motion was made, and unanimously approved, to approve the FY 2022 Purchase of Service (POS) contract for HCC for the period 1/1/22-6/30/22 and to authorize the

Chairperson and the Executive Director to sign the contract on behalf of the Board. (Motion-Jacki Block, second-Brian Dixon).

The third action item was the Approval of the Revision of the Board's Reserve Policy. The Board's Reserves Policy has changed multiple times over the years, due to the Board's fluctuating financial situation and the changing needs in the community. The current reserves policy requires a minimum of \$800,000 in reserves. The Finance Committee agreed to lower the Reserves to \$800,000 with the expectation that it would be raised back to \$1,000,000 when additional funding was available. At the October 2021 Board meeting, the Finance Committee recommended, and the full Board approved, increasing the required reserves back to \$1,000,000. A motion was made, and unanimously approved, to approve the revision of the Board's Reserve Policy and to authorize the Chairperson and the Executive Director to sign the Policy on behalf of the Board. (Motion-Richard Costello, second-Jacki Block)

The fourth and final action item was the Election of Officers for FY 2022. Annually, at this time, the Board must elect a slate of individuals to serve as Officers for the Board for the upcoming calendar year. Patricia Lawrence has indicated that she would be willing to serve another year as Chair, and Jacki Block, Andy Bateman, and Greg Varner are all also willing to serve another year as officers of the Board. Patricia opened the floor for alternative nominations. There were no nominations from the floor. A motion was made, and unanimously approved, to approve the slate of officers for the Board for CY2022 as follows:

Chairperson - Patricia Lawrence

Vice Chairperson, Chair-Mental Health/Addiction Program Committee - Andy Bateman

Treasurer, Chair-Finance Committee - Jacki Block

Secretary - Greg Varner

(Motion-Brian Dixon, second-Richard Costello).

9. Discussion Items: The first and only discussion item was the Board Committees and Selection of Committee Assignments for CY2022. Board Chairperson Patricia Lawrence explained that each Board member must participate in one of the two Committees, the Program Committee, or the Finance Committee. Patricia asked the Committee Chairs to give a brief description of their respective Committees. Jacki Block said the Finance Committee meets monthly on the second Monday of most months at 6:00 pm, right before the Board meeting. Jacki said this Committee gives Board members an opportunity to oversee the funding of the Board. Andy Bateman said the Program Committee meets on a less regular basis -- a few times a year -- and focuses on the service priorities of the Board. The Program Committee reviews the service needs of the community and what programs/services are needed to meet the needs of the community. Andy stated that this Committee gives Board members an opportunity to learn about the different Board-funded agency services and how all the services are connected. It also gives Board members the avenue in which to familiarize themselves with the behavioral health system. Board members submitted their committee selections. Patty Lawrence informed the Board members that they could choose one committee or participate in both committees. The final CY 2022 committee rosters as assigned by Chairperson Patricia Lawrence are as follows:

Program Committee

Andy Bateman-Chairperson
Jenifer Binder
Barbara Bird
Rebecca Cochran
Kelley Costello
Laura Esslinger
John Kelly
Erica Koe-Krompecher
Patricia Lawrence-ex officio

Finance Committee

Jacki Block-Chairperson
Richard Costello
Brian Dixon
Greg Varner
Patricia Lawrence-ex officio

10. Agency Directors' Reports: Alicia Fine of Greater Cincinnati Behavioral Health Services (GCB)/Clermont Recovery Center (CRC), a division of GCB, said her report stands. Alicia thanked the Board for its time and attention to the funding needs of her agency. Alicia also added that GCB has received an alcohol use disorder grant and will be partnering with the Clermont County OVI Court to discuss goals and develop a program funded by the grant. Alicia also commented on the extra efforts Recovery Peer Support Coaches are making during the holidays to ensure clients are supported through this very "triggering" time for those in recovery. Karen Scherra added that GCB and Board staff have been meeting with "On Our Way Home," a new non-profit entity that will be opening several recovery houses in the County and working with GCB to provide Peer Support services to residents. The new recovery houses will be funded in part by the SOR grant. Karen said she expects to bring more information and possibly a presentation from On Our Way Home to the February or March 2022 Board meeting. The plan is the first recovery house will be for women, and the second one for women with children.

Amy Foley of Hope Community Center (HCC) said her report stands. Amy added that the Springdale Police Department received a grant for First Responder peer training. Amy will be leaving HCC to take the position of Coordinator of that program on January 1, 2022. As discussed earlier in the agenda, Amy will continue to serve one day a week at HCC through June 30, 2022, at which time a Peer Support Partner will probably take over. Karen Scherra thanked Amy for agreeing to help at HCC for the next six months.

Julia Saldanha of NAMI SW Ohio said her report stands. Julia thanked the Board for its support. Julia added that NAMI has big plans for 2022 including an "Ending the Silence" series at West Clermont Schools and CIT training in Clermont. Julia said there is an upcoming Family-to-Family class in January 2022. Attendance has been high for NAMI's classes.

Laura Stith of Child Focus said her report stands. Laura thanked the Board for hearing Child Focus' concerns and supporting its program funding proposals. Laura added that Child Focus is

currently concentrating on the Family First Prevention Services Act. This act places emphasis on the use of evidence-based prevention services to alleviate the need for placement of children in foster care and ensures appropriate settings for those who are in foster care. Laura said that Child Focus, after 30 years, will now be transitioning out of foster care and focusing on direct community needs. Child Focus will be placing high importance on programs that provide strength and parent education to families. Laura closed by saying Child Focus' "Giving Tree" program was a success this year. All kids who entered were sponsored.

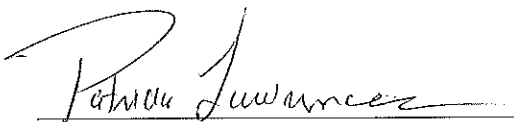
Patricia Lawrence thanked all the agencies for their great efforts.

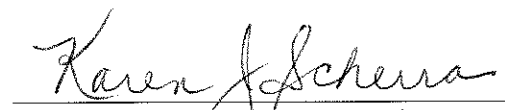
11. Comments from Public Attendees: There were no public attendees at the December 13, 2021 Board of Directors meeting.
12. Executive Session: A motion was made, and unanimously approved, to enter Executive Session. (Motion-Andy Bateman, second-Jacki Block). Jenifer Binder-yea, Barbara Bird-yea, Rebecca Cochran-yea, Richard Costello-yea, Brian Dixon-yea, John Kelly-yea, Patty Lawrence-yea. The Board moved into Executive Session at 8:40 pm. Karen Scherra requested Board staff remain present for Executive Session.

A motion was made, and unanimously approved, to move back into Regular Session. (Motion-Andy Bateman, second-John Kelly). Jenifer Binder-yea, Barbara Bird-yea, Jacki Block-yea, Rebecca Cochran-yea, Richard Costello-yea, Brian Dixon-yea, Patty Lawrence-yea. The Board moved back into Regular Session at 9:15 pm.

A motion was made, and unanimously approved, to utilize OACBHA's Executive Director recruitment services as the current Executive Director, Karen Scherra, will be retiring July 31, 2022. (Motion-Jacki Block, second-Richard Costello).

13. Adjournment: There being no further business, a motion was made, and unanimously approved, to adjourn the December 13, 2021 Board of Directors meeting. (Motion-Andy Bateman, second-John Kelly).


Patricia Lawrence, Chairperson


Karen J. Scherra, Executive Director