

**MENTAL HEALTH RECOVERY BOARD SERVING
WARREN & CLINTON COUNTIES
BOARD MEETING**

August 12, 2020

Via GoToMeeting/Conference Call

BOARD MEMBERS PRESENT

Marsha Wagstaff
Pat Prendergast
Sharon Woodrow
Rachel Sams
Shelley Stanforth
Kristin Taulbee
Rahul Gupta
Jonathan Westendorf
Sarah Kirby
Tracy Hopkins

ABSENT

Ken Houghtaling
Tiffany Mattingly
Jenni Frazer
Tina Fischer

STAFF PRESENT

Colleen Chamberlain
Kelley Brown
Patti Ahting
Karen Robinson
Jeff Rhein
Tommy Koopman
John Cummings
Reija Huculak

GUESTS PRESENT

Angela Johnsen
Amanda Peterson
Brad McMonigle

CALL TO ORDER

The board meeting for Mental Health Recovery Board (MHRB) Serving Warren & Clinton Counties was called to order by chairperson, Marsha Wagstaff with a roll call at 5:45 p.m. Due to technical difficulties with the link to the meeting, the meeting did not start on time at 5:30 p.m.

Marsha Wagstaff - here
Pat Prendergast - here
Sharon Woodrow - here
Rachel Sams - here
Shelley Stanforth - here
Kristin Taulbee - here
Rahul Gupta - here
Jonathan Westendorf – here
Sarah Kirby – here
Tracy Hopkins - here

OATH OF OFFICE

Tracy Hopkins of Wilmington, Ohio was sworn in as a member of Mental Health Recovery Board Serving Warren and Clinton Counties board of directors by Kelley Brown, Notary Public.

BOARD MEETING MINUTES

The July 8, 2020 board meeting minutes were reviewed. No changes were recommended.

20-60 To approve the July 8, 2020 board meeting minutes.

Motion: Westendorf Second: Stanforth No opposition. Motion carried.

COMMITTEE REPORTS

Executive Committee

Rahul Gupta reported for the Executive Committee that met on July 16, 2020.

HEALTH OFFICERS

Chapter 5122: Hospitalization of Mentally Ill of the Ohio Revised Code requires alcohol, drug addiction and mental health services boards to have "Health Officers." A health officer is a trained individual authorized by Mental Health Recovery Board (MHRB) to perform the duties of a health officer under this chapter.

If a health officer has reason to believe that a person is mentally ill subject to hospitalization and represents a substantial risk of physical harm to self or others, and if allowed to remain at liberty pending examination the person shall be transferred to a hospital. A written statement shall be given to such hospital stating the circumstances and the reasons for the transfer.

In moving forward with a new provider for crisis services, MHRB wanted to get current Butler Behavioral Health Services (BBHS) staff approved to be health officers for Warren & Clinton Counties in the event that they are needed to respond locally before (and after) July 1, 2020. It is planned that the list will be updated regularly as BBHS takes over the crisis contract and therefore the board will receive updates when individuals have completed the necessary training. Also due to the nature of the coverage at the local jails, there will be a total of three providers involved in care for those facilities. It is appropriate for staff from Talbert House and Solutions that are licensed to also become health officers to better coordinate transfer to the state hospital when there is a need for that.

Health officer training consists of lethality assessments, mental status exams, and crisis assessments.

Other topics are how to fill out a pink slip, contact hospitals for disposition, and how to pre-certify for those with insurance. Health officers are also trained in required paperwork, including Client Right's notification, safety plans, duty to protect and required admission paperwork. There is an on-call supervisor every night, and the health officers are to call them prior to hospitalizing anyone or for consultation if they are not sure what they are seeing.

20-61 The Board of Directors of Mental Health Recovery Board Serving Warren & Clinton Counties hereby approves the list below of trained Health Officers and authorizes them to perform their duties as defined in Chapter 5122 of the Ohio Revised Code.

Motion: Woodrow Second: Prendergast No opposition. Motion carried.

BBH Crisis and MRSS additional staff:

Eric Haas
Nicole Stils
Emily Bolen
Alexis Phillips
Margie Braunstein
Erin Brown
Melisa Gilliam

APPROPRIATION ADJUSTMENT

Adjustments in board appropriations shown at the Warren County Auditor's office are needed to cover expenditures in excess of original estimates based on the calendar year budget.

Effective January 1, 2019 the county started using a new computer system called MUNIS. Under the old system, when a purchase order was closed that had been rolled over from the prior calendar year the remaining funds were posted back to the current period and could be used for future purchase orders. Under the new MUNIS system, if the purchase order was opened in the prior period and cancelled in the current period the funds go back to the prior period balance.

In addition, John has been working with the other RAB boards on a joint marketing campaign. MHRB will act as fiscal agent for this campaign whereby MHRB will pay all the bills and each board area will reimburse MHRB for their portion of the expenses. Although the net impact to MHRB is zero, more cash needs appropriated in this line to incur the costs and then will show an offsetting revenue.

20-62 To authorize the supplemental appropriation/budget transfer below for CY 2020:

<u>Fund/Function</u>	<u>Description</u>	<u>Incr/(Decr) Change</u>
99544210-5400	Purchased Services	\$ 100,000.00
99544255-5400	Contract Services	\$ 900,000.00

Motion: Gupta Second: Taulbee No opposition. Motion carried.

EXPENSE APPROVALS

The board was asked to approve the Then & Now Certificate(s) as noted below.

<u>FUND</u>	<u>VENDOR NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
4255-5400	Central Clinic Outpatient	6/20 Therapeutic Mentoring Svc	\$3,895.50
4255-5400	Forensic Evaluation Svc Center	FY20 Add'l Pass Thru Funding for Competency evaluations	\$14,175.00
4255-5400	Talbert House	Medication Assisted Treatment Services, ATP funded	\$4,666.47

20-63 To authorize the Warren County Auditor to process the voucher(s) above based on the Then & Now Certificate(s) as noted.

Motion: Westendorf Second: Woodrow No opposition. Motion carried.

EXECUTIVE DIRECTOR REPORT

Colleen Chamberlain presented her Executive Director Report dated August 12, 2020 to the board of directors. Colleen will include an ongoing report regarding suicides in Warren and Clinton Counties during future reports.

OTHER BUSINESS

Marsha reminded board members that any non-standard board agenda items should first be approved by the board chairperson. She also commended board members on their attendance at meetings over the past year, specifically with the current environment.

The board meeting/board member evaluation tool will be vetted by the Linkage Committee at their next meeting on September 1, 2020. Planning for Strategic Planning will also be discussed during the next Linkage Committee meeting. Colleen will write a memo following the conversation for the full board to review during the September 9, 2020 board meeting.

ADJOURNMENT

20-64 To adjourn the August 12, 2020 board of directors meeting.

Motion: Westendorf Second: Stanforth No opposition. Motion carried.

Secretary

Chairperson