

# FOUR COUNTY ADAMHS BOARD

T-761 SR 66  
Archbold, Ohio 43502  
419/267-3355

## Meeting Minutes

April 14, 2018

### 1. Call to Order and Introduction of Guests

Board chairperson Dan Koch called the April meeting of the Four County ADAMhs Board to order at 8:30 a.m.

**Present:** Karen Bleeks, Barb Fisher, Sandy Herman, Tod Hug, Dan Koch, Tom Mack, Jeff Mayer, Roy Miller, William Richter, M.D., Cindy Rose, Wayne Smith, Scott Stiriz, Sandi Weirauch

**Absent:** Marcia Mohre, John Nye, Michelle Oyer-Rose,

**Guests:** Kathy Helmke, Family Service of Northwest Ohio; Connie Planson, Maumee Valley Guidance Center; Ruth Peck, Recovery Services of Northwest Ohio; John Kovatch, CliftonLarsonAllen LLP

**Staff Present:** Les McCaslin, Rob Giesige, Diane Goyings, Tonie Long, Drena Teague

### 2. Community Response-Kathy Helmke, Family Service of Northwest Ohio, thanked the past and current Board members and the other agencies for their support, and for making the transition smooth. Eighty percent of the staff has been hired.

### 3. Approval of Board Minutes of February 8, 2018

#### 4-14-18-1 Vote

MOTION: Sandi Weirauch

SECOND: Dr. Richter

MOTION PASSED

### 4. Board Ends

#### A. Policy Review

1. Board member Tom Mack reported that he has reviewed Policy 1.3 (Subsidy Priorities) and the Board is in compliance.
2. Board member Tom Mack reported that he has reviewed Policy 2.4 (Board Discipline) and the Board is in compliance.
3. Review of Policy 3.3 (CEO Performance) was tabled until the next board meeting.
4. Board member Barb Fisher reported that she has reviewed Policy 4.3 (Protection of Assets) and the Board is in compliance.

### 5. Board Monitoring

- A. 3<sup>rd</sup> Quarter Utilization Report-Les reported that the number of hospital days was low overall. Only one grievance was reported. A Renewed Mind and Maumee Valley Guidance Center access to care and days from assessment to treatment were very good.
- B. CEO Report-Les reported that the transition of care from Family Service of Northwest Ohio is going well. Radio ads are running on all the local stations. Meetings have been held with various groups including United Way, local hospitals and judges. Additional meetings are scheduled with hospitals, probation officers and school personnel to finalize emergency procedures/services. Arrowhead and Kobacher are taking clients and that is going well. The goal is to have the CSU up and running in six months. Les will introduce the Board members to "See and Seal" at the next meeting.
- C. Board member Tod Hug, filling in for John Nye, reported that he has reviewed Policy 4.1 (Financial Conditions) and that the Board is in compliance. *(A copy of the FY18 third quarter report follows the meeting minutes.)*

### 6. Approval of the Approval Agenda

- A. The Four County Board of Alcohol, Drug Addiction and Mental Health Services authorizes and directs its CEO to carry out the following duties on behalf of the Four County ADAMhs Board: Take all necessary steps to negotiate and execute the following service contracts, not to exceed the indicated

amounts for the 2019 fiscal year.

Center for Child and Family Advocacy	– \$ 40,000
Recovery Services of Northwest Ohio, Inc.	– \$ 525,000
Maumee Valley Guidance Center	– \$1,490,000
New Home Development Company	– \$ 333,000
Northwest Ohio Community Action Commission	– \$ 65,000
Health Partners of Western Ohio	– \$ 400,000
Arrowhead Behavioral Health	– \$ 100,000
A Renewed Mind	– \$1,600,000
Quadco Rehabilitation Center	– \$ 25,000
Williams County Health Department	– \$ 125,000
County Drug Free Coalitions	– \$ 100,000
University of Toledo Medical College, (4/1/18 through 6/30/19)	– \$ 150,000

- B. To authorize payment of the itemized list of bills as presented to the Board at the April 14, 2018 board meeting under the provision of Then and Now Certificates. *(A copy of the list follows the meeting minutes.)*
- C. To authorize filing calendar year 2018 adjusted appropriations and estimated revenue, as submitted to the Board, and to authorize the CEO to make any and all necessary adjustments to calendar year 2018 appropriations and estimated revenue to carry out the fiscal functions of the Board as allowed in ORC Section 340.032. *(A copy of the list follows the meeting minutes.)*
- D. To authorize the CEO to amend the FY18 CCFA contract increasing the contract by \$20,000 for the period July 1, 2017 through June 30, 2018. The total contract amount will not exceed \$60,000.
- E. To authorize the CEO to sign a contract with Carla B. Davis at **\$110** per hour to provide legal representation for the Board Pursuant to ORC 5122.15(A)(10). The rates are per hearing and per hour, in the event time devoted to any one hearing exceeds one hour, for the period July 1, 2018 through June 30, 2019.
- F. To contract with CliftonLarsonAllen LLP for an amount not to exceed \$30,000 for the preparation and finalization of the Boards' strategic plan.
- G. To authorize the Board CEO to amend FY18 contracts with Maumee Valley Guidance Center and A Renewed Mind to a combined total amount not to exceed \$300,000.

**4-14-18-2 Vote**

MOTION: Sandy Herman

SECOND: Dr. Richter

MOTION PASSED

7. New Business

- A. Nominating Committee, consisting of Jeff Mayer; Dr. Richter; Tom Mack and Roy Miller and chaired by Dr. Richter, will meet next month to discuss officer nominations for FY 2019. Diane will notify members. The meeting will preferably be held 15-20 minutes prior to the Board meeting. Nominations will be presented at the May meeting and approval at the June meeting. May and June will be important due to levy renewal being on the fall ballot.

8. Adjournment

**4-14-18-3 Vote**

MOTION: Tod Hug

SECOND: Dr. Richter

MOTION PASSED

The meeting adjourned at 8:50 a.m. and the strategic planning followed.

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*Board Chairperson, Dan Koch*