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### MINUTES of September 14, 2020

**MEMBERS PRESENT:** Andy Bateman, Jacki Block, Carrie Brown, Karen Conrad, Kelley Costello, Laura Esslinger, Dorothy Glancy, John Kelly, Patty Lawrence, Geoff Schwerzler, Greg Varner

**MEMBERS EXCUSED:** Erica Koe-Krompecher

**MEMBERS UNEXCUSED:** Katie Shepherd

**ASSOCIATE MEMBER EXCUSED:** Richard Chaney

**GUESTS PRESENT:** Heather Cokl, Amy Foley, Susan Graham, Patty Hassel, Pamela Lindeman, Jeff O’Neil, Heather Smith

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

1. The meeting was conducted on video conference via Zoom due to the State of Ohio “Shelter at Home” order and the changes in the Open Meetings regulations due to the coronavirus. Chairperson Karen Conrad welcomed the Board members and the meeting proceeded.
2. A motion was made, and unanimously approved, to approve the Agenda for the September 14, 2020 Board meeting. (Motion-Dorothy Glancy, second-Carrie Brown).
3. A motion was made, and unanimously approved, to approve the minutes of the July 13, 2020 Board of Directors’ meeting with one change, the removal of guest Rachel Faith, as her name was added in error. (Motion-Andy Bateman, second-Greg Varner).
4. Executive Director’s Report: Executive Director Karen Scherra shared a few highlights from her report. Under Hospital Update/Utilization, Karen pointed out that July was the highest usage month in many years. In addition, Karen said there are also currently 26 referrals pending for admission to the state hospital.

Karen mentioned that there have been several Hospital Services Committee meetings, which she chairs, focused on trying to address access issues that have become more pronounced during the pandemic. Board Directors on the Hospital Committee have been pushing to develop a training for judges to decrease the overuse of the state hospitals for competency evaluations and restorations. The Southwest Board directors have been working with OACBHA and OMHAS to develop a virtual training and were set to hold the training on October 13th. However, on advice from Clermont Common Pleas Judge Haddad, who was set to be a presenter, the training has been postponed until it can occur in person.

Karen continues to spend a lot of her time dealing with the Emergency COVID-19 grant from OMHAS that was awarded to the Collaboratives. As the lead for the Southwest Collaborative, Karen has a lot of information to share with the other Boards, since OMHAS has been providing information through the Collaborative leads, not directly to the Boards. As lead, Karen has also been designated by OMHAS as the Data Coordinator for the project, which will involve time-consuming oversight of the forms to be completed and the data to be collected from clients and working with the evaluators from OSU, unless the requirement is changed to have each Board area directly contacted. Karen worked with OACBHA staff to get clarification on the rules applicable to this funding from OMHAS. Once the clarification was obtained, the Montgomery County Board declined the grant funding, so the funds allocated to them were divided among the other Southwest Collaborative Boards.

Karen also mentioned that the U.S. Department of Health and Human Services has extended the COVID-19 public health emergency declaration for an additional 90 days. In addition to that, President Trump signed a new executive order calling on federal agencies to further expand access to telehealth services beyond the COVID-19 public health emergency with a focus on rural communities. Governor DeWine has also signed an executive order to extend and improve emergency rules that will provide additional flexibilities to allow health care professionals to deliver services via telehealth.

Karen noted that the CDC reported drug overdose deaths hit a record high in 2019. There has also been an increase in the use of LSD across the country, including in Clermont County.

Lastly, Karen mentioned the three articles attached to her Executive Director's report. One article was from the Cincinnati Enquirer reported on the spike in overdoses in Cincinnati. The spike initiated the issuance of an overdose alert to warn the public of the overdose surge. The other two articles were from the Clermont Sun. One reported on a renewed effort to make preventing suicide a priority, particularly in Clermont County. The other article reported on the expansion of Clermont's Mobile Crisis Team, which is operated by Child Focus. Clermont residents will now have 24/7 access to its services. Child Focus expanded its service access in the county through a partnership with Greater Cincinnati Behavioral Health Services and its CCBHC federal grant.

5. Finance Committee: Finance Committee Chair Jacki Block reported to the Board regarding SFY 2021 State Budget Information/FY2020 Carryover Funds.

OMHAS has approved the following carryover funds, which all have specific criteria for use:

Community Transition Program (CTP): \$22,946

Mental Health Re-entry: \$63,521

ATP: \$39,691

Mental Health Crisis Stabilization: \$77,749

SUD Withdrawal Management: \$168,473. There is some flexibility with this funding to use toward SUD services at CRC.

Clermont's SFY2021 continuum of care allocations were reduced by \$236,928 as compared to last fiscal year. It is possible that the Board could still obtain additional funding in the future, due to additional grants offsetting federal block grant funding.

Next, Jacki reported on SFY2020 Year End/Financial Projections. A spreadsheet showing Financial Projections was shared with the Board members via screen share. The spreadsheet highlighted annual revenues vs. expenses. The revenues exceeded expenses by \$18,443. The required reserves were set at \$800,000 for the year. The Board's year end free reserve balance was \$1,213,842. Jacki explained that the revenues originally exceeded expenses by over \$75,000, but she would expand on that later. Karen Scherra added that FY2021 Board operations are budgeted high to accommodate any unforeseen expenses.

Jacki also reported on the SFY2020 Reconciliation. The reconciliation consisted of Agency Earned Contract Amounts and Additional Requests for Funding to Cover FY2020 Expenses. Child Focus, Inc. (CFI) underearned its contract by \$168,310.42. However, CFI has approximately \$50,000 in unbilled consultation and prevention services due to late service log entries in its billing system. In addition, CFI had unbillable services for the school-based staff who were actively trying to contact school based mental health clients via telephone, which is not a billable service. CFI also had expenses due to expanding telehealth capabilities to 140 staff in order to provide telehealth services. CFI will continue to be a hybrid agency offering in person & telehealth services going forward.

Clermont Recovery Center (CRC) underearned its contract by \$107,752.16 but had approximately \$103,240 in unpaid medication expenses for MAT services.

Greater Cincinnati Behavioral Health Services over-earned its contract by \$19.54, but also provided an additional \$57,000 in services that the Board did not reimburse because the contract was exhausted. Jacki said the Finance Committee recommends reimbursing GCB for the \$57,000 which, as mentioned earlier, is why the revenues exceeded expenses by \$18,443 instead of the original \$75,443 in the Financial Projection.

Hope Community Center underearned its contract by \$40,000 and requested to carryover funding toward its FY2021 contract.

Jacki said the Finance Committee recommends paying out the remaining FY2020 contract amounts to CFI and CRC, reimbursing GCB for unpaid services up to \$57,000, and allowing HCC to carryover any unspent funds from its FY2020 contract. A motion was made, and unanimously approved, to pay out the remaining FY2020 contract amounts to CFI and CRC, reimburse GCB for unpaid services up to \$57,000 and allow HCC to carryover any unspent funds from its FY2020 contract. (Motion-Patty Lawrence, second-Andy Bateman).

The next item was the Adult Residential Care Daily Rates. Jacki said the adult residential care facilities have requested a daily rate increase effective October 1, 2020 due to increased costs for food and supplies associated with the COVID pandemic. The Peebles Place daily rate would increase from \$65 per day to \$70 per day. Mellon Meadows would increase from \$79 per day to \$85 per day. Brown County Care Center would increase from \$70 per day to \$75 per day. The total increase is estimated to cost approximately \$17,885 for FY2021. Karen pointed out that the exact amount would vary based on a change in the number of residents; currently there are a total of ?? clients. The Finance Committee supported the daily rate increases. A motion was made, and unanimously approved, to approve the daily rate increases at Peebles Place,

Mellon Meadows, and Brown County Care Center. (Motion-Patty Lawrence, second-Dorothy Glancy).

Jacki also reported on POS Contract Amounts for CFI, GCB/CRC, and HCC. CFI's recommended POS contract amount is \$2,275,122. The contract has increased slightly due to the addition of Crisis Infrastructure and COVID Demonstration grant funding.

CRC's recommended POS contract amount is \$2,256,277. The contract has increased slightly due to the addition of the SOR High Risk Families grant, Department of Labor grant, CTP, and peer support expansion.

GCB's recommended POS contract amount is \$1,619,577. This contract amount is the same as FY2020.

CRC and GCB will have a combined contract for FY2021 with the Attachment #2 budgets being separate for billing purposes.

HCC's recommended POS contract amount is \$187,636. It is reduced by \$33,486 for FY2021 due to carryover funding and a reduction in staff.

Contract utilization will be reviewed with the agencies in January 2021. The Finance Committee supported the SFY2021 POS contract amounts. A motion was made, and unanimously approved, to approve the FY2021 POS contract amounts with CFI, GCB/CRC, and HCC. (Motion-Dorothy Glancy, second-Andy Bateman).

The final item Jacki discussed with the Board was the Stopgap Funds for the SOR Grant Programs. SOR funding ends on September 30th. OMHAS has been awarded new SOR funding, but the parameters are unknown at this time. It is possible the new funding will not begin on October 1st. There is a conference call on September 21 to go over the funding information and requirements. SOR is funding the County's CASC program and enrollment is at an all-time high with 19 men and 16 women. Karen Scherra suggested that the Board provide funding for the month of October until the details of the new SOR grant have been finalized. Erica Pursley said the monthly amount is approximately \$60,000. The Finance Committee supported the stopgap SOR funding. A motion was made, and unanimously approved, to approve the stopgap funding for the SOR grant programs for the month of October. (Motion-Patty Lawrence, second-Greg Varner). Karen indicated to Board members that the Board Directors would continue to request funding from OMHAS to cover the gap in SOR funding.

6. Levy Committee Update: Karen Scherra said the Levy Committee met two weeks ago and again this evening. This year, the Board of Elections has decided not to put issue numbers on the ballot. This has created a snag for the Levy Committee, deciding what to put on the levy signs as the signs have always included the issue number. The Levy Committee decided on the slogan: "Yes for Mental Health and Recovery, No New Taxes". Karen said Board staff will be ordering signs soon and plans to order 100 large road signs and 1,000 small yard signs. Karen said location suggestions for the signs are welcome. Karen also said a social media consultant is being hired to promote the levy on various social media outlets. The Levy Committee would

also like to have people at the polls and the Board of Elections office during voting times to promote the levy. Karen stated that a sign-up sheet would be distributed. Karen advised the Board members that there would be no fund-raising efforts this year due to timing and the COVID-19 pandemic. The Board is permitted to use its funds for the levy campaign expenses. Jacki Block stated that the amount recommended by the Finance Committee was \$35,000. Andy Bateman asked if the Board could recoup any funding to cover other expenses by applying for COVID-19 related reimbursement. Karen Scherra advised that the Board is not eligible for that funding. A motion was made, and unanimously approved, to approve \$35,000 in Board funds for the 2020 levy campaign. (Motion-Patty Lawrence, second-Andy Bateman).

7. Action Items: The first action item was the FY2021 POS Contracts with Child Focus, Inc., Greater Cincinnati Behavioral Health Services/Clermont Recovery Center, and Hope Community Center. At the July Board meeting, the Board members agreed to extend the FY2020 Purchase of Service (POS) Contracts with GCB/CRC, CFI, and HCC for the 1st Quarter of FY2021 to provide financial stability to the contract agencies and allow for sufficient time to develop funding levels for FY2021 once OMHAS provided the funding amounts.

The Board members must now approve the FY2021 POS contracts for the adjusted period of 10/1/20-6/30/21. Board staff compiled all the funding information and met with the agencies to discuss any changes to current funding that may need to be implemented, such as cuts if funding is reduced, redirection of funds due to service delivery alterations because of the coronavirus pandemic, or needs identified to address the new environment in which services will be provided. Board staff is also in the process of updating the POS contract standards. A motion was made, and unanimously approved, to approve the FY2021 POS contracts with CFI, GCB, and HCC and to authorize the Chairperson and the Executive Director to sign the contracts on behalf of the Board. (Motion-Jacki Block, second-Dorothy Glancy).

The second action item was the FY2021 Contracts with Alternative Living Solutions (which operates adult care facilities known as Mellon Meadows Care Center Inc. and Peebles Place Care Center Inc.) and Brown County Care Center LLC. As discussed earlier in the agenda, the adult residential care facilities, which have been an integral part of the residential services for many years and are essential in maintaining low hospital utilization for adults and a continuum of care for SMD consumers, have requested an increase in daily rates. The FY2021 contracts with the adult care facilities were approved by the Board in July at the old rates. Karen Scherra agreed to discuss the request with the Board members and, if approved, would adjust the rates for the FY2021 Contracts beginning October 1, 2020. The Peebles Place daily rate would increase from \$65 per day to \$70 per day. Mellon Meadows would increase from \$79 per day to \$85 per day. Brown County Care Center would increase from \$70 per day to \$75 per day. The total increase is estimated to cost approximately \$17,885 for FY2021. New contracts with the new dates and rates need to be signed if approved. A motion was made, and unanimously approved, to approve the FY2021 contracts with the adult care facilities with new rates and to authorize the Executive Director to sign the contracts on behalf of the Board. (Motion-Carrie Brown, second-Kelley Costello).

The third action item was the FY2021 MOU with the Ohio Bureau of Workers' Compensation. The Ohio Bureau of Workers' Compensation (BWC) has a Substance Use Recovery and Workplace Safety Program. The BWC previously administered this program, but a couple years

ago they decided to ask County ADAMH Boards to be the administrator for the program. BWC has been slowly implementing this program throughout the state, and Clermont was asked to join at the beginning of CY2020. The pandemic created some difficulty in moving forward with program implementation but is now set to begin this Fall.

The program reimburses businesses/employers for costs associated with various activities related to hiring individuals in recovery, such as training, developing policies, and employee drug testing. Employers apply online, and then the Board provides the reimbursement. The Board is allocated up to \$200,000 per year for this program. In addition, the Board can take 7% of the funds disbursed as an administrative fee. A motion was made, and unanimously approved, to approve the FY2021 MOU with the Ohio Bureau of Workers' Compensation for a program to reimburse businesses for hiring, managing, and retaining employees in recovery and to authorize the Executive Director to sign the contract on behalf of the Board. (Motion-Kelley Costello, second-Dorothy Glancy).

The fourth action item was the FY2021 MOU with Mercy Hospital Clermont for Withdrawal Management and with Beckett Springs for Crisis Stabilization. Karen Scherra stated that Boards were provided funds in the past several years by the Ohio Legislature to establish crisis stabilization and withdrawal management (detox) services on a regional basis. The Clermont Board is part of the Southwest Collaborative, which has been allocated \$250,000 for crisis stabilization and \$250,000 for withdrawal management in FY2021 for this purpose. The Southwest Collaborative Boards have already agreed to distribute the FY2021 funds, with \$10,000 for each board and the remainder by population.

The FY 2020 carryover funds for Clermont County have been requested. It is Karen's understanding that these funds can be used to pay for ongoing SUD services if not needed for withdrawal management, and for other mental health crisis services if not needed for crisis stabilization. The Board's carryover amount for unexpended FY2020 funds is \$246,222 and the Board's funding for FY2021 is \$23,256 for withdrawal management and \$23,256 for crisis stabilization. A motion was made, and unanimously approved, to approve the FY2021 MOU with Mercy Hospital Clermont for Withdrawal Management services and to approve the FY2021 MOU with Beckett Springs for Crisis Stabilization services and to authorize the Executive Director to sign the MOUs on behalf of the Board. (Motion-Laura Esslinger, second-Kelley Costello).

The fifth action item was the FY2021 MOUs with Municipal Court and Juvenile Court for Funding for Specialized Docket Funds. Karen Scherra said that in SFY17 and SFY18, OMHAS provided Specialized Docket Subsidy funds to the courts operating these dockets in one lump payment per Court. However, beginning in FY 2019, these funds are now provided to Boards as part of their allocation, and Boards will provide those funds, in the amount determined by OMHAS, to the Courts.

The primary legislative intent of these funds is to assist Courts with payroll costs for specialized docket staff. Feedback received from the Courts included a desire to have more flexibility for the use of these funds, so OMHAS developed a list of allowable expenses for these funds. For expenditures other than payroll costs, these funds can only be used for individuals who are under the jurisdiction of the Court and been admitted to the specialized docket. The only exception to this is diagnostic assessments to determine program eligibility. If these funds are to be used to pay for clinical services, including MAT, said services must be provided by

agencies certified by OMHAS or have deemed status. The specialized dockets will continue to compile mid-year and year-end combined expenditure and outcomes report for OMHAS via survey monkey.

There are two Specialized Dockets in Clermont County eligible for these Subsidy funds: the OVI Court under Municipal Court and the Family Recovery Court under Juvenile Court. Karen recommended that the Board members approve the MOUs. A motion was made, and unanimously approved, to approve the FY2021 MOUs with Municipal Court and Juvenile Court for Funding for Specialized Docket Funds and to authorize the Executive Director to sign the MOUs on behalf of the Board. (Motion-Greg Varner, second-Dorothy Glancy).

The sixth action item was the approval of the FY2021 Community Plan. The FY2021 Community Plan is due to OMHAS by September 15, 2020. The Community Plan must be approved by the Board of Directors before submission and signed by the Executive Director and Board Chairperson. The Plan is intended to identify community behavioral health needs and to provide information on services to OMHAS so that the Board can be designated as meeting all the requirements of the Continuum of Care. Lee Ann Watson is in the process of completing the Plan. She has identified in the Plan many needs in Clermont County, such as increased Medication Assisted Treatment, a crisis stabilization/triage center, increased school-based mental health services, increased suicide prevention, increased services for families in an opioid crisis, and increased access to hospital level of care. After a brief explanation of the Community Plan by Lee Ann, a motion was made, and unanimously approved, to approve the FY2021 Community Plan as presented for submission to OMHAS. (Motion-Greg Varner, second-Dorothy Glancy).

The seventh and final action item was the approval of new Health Officers for FY2021. It is necessary for the Board to officially approve the designation of Health Officers each fiscal year. Health Officers are responsible for approving admission of Clermont County residents to the state hospital and admission of clients to local hospitals for psychiatric inpatient services. The Board approved Health Officers for FY2021 at a previous Board meeting, but there are some additional individuals from GCB who need to be designated as Health Officers. An appointment automatically terminates if the staff member leaves the agency. A motion was made, and unanimously approved, to approve the new Health Officers for FY2021 as presented. (Motion-Andy Bateman, second-Carrie Brown).

8. Discussion Items: The first discussion item was the impact of COVID-19. Karen Scherra said that state and national level health experts are saying to prepare for a surge in mental health and addiction services needs due to the COVID-19 pandemic. Karen said the Board is in constant communication with its agency providers. Karen is hoping an additional extension of telehealth services will be issued at the state and federal level. And lastly, Karen stated that there is now a controversy brewing regarding whether people will be required to receive the COVID-19 vaccine by their employer.

The second discussion item was the Provider-Board Lawsuits/Discussions with Ohio Council. In July, lawsuits were filed against three Boards in Ohio by their provider agencies. Two of the lawsuits are being resolved, one is not. Karen Scherra said OACBHA reached out to the Ohio Council to form a “discussion forum” to review ongoing issues between the Boards and provider agencies. The “Negotiation Team”, as it is being called, has selected a facilitator and its first meeting is September 21<sup>st</sup>. The team includes Board and agency staff. The idea is to educate

each other on expectations and try to avoid future lawsuits. Karen is part of the team, as is GCB's CEO Jeff O'Neil.

The third discussion item was the GCB CCBHC Grant/Expansion of Mobile Crisis. GCB has received a two-year grant to create a certified community behavioral health clinic (CCBHC). CCBHCs are becoming a model for provision of mental health services in many states. Organizations must meet certain national criteria to be certified as a CCBHC. One of the criteria is having access to a 24/7 in person crisis services. This grant has allowed for collaboration between GCB and CFI to expand CFI's mobile crisis hours to 24/7. Additional staff were hired in order to expand the hours. Laura Stith of CFI said she is excited that her agency has this opportunity for expansion of such an important service.

The fourth discussion item was mini-grants for FY2021. Karen Scherra reminded the Board members that mini-grant opportunities were not offered this year in the spring due to the COVID pandemic. Karen said many of last year's recipients have requested extensions as their programs were also halted by the pandemic. Karen stated that although offering the mini-grant opportunities serves as good levy outreach, it just was not feasible this year. Karen said that the Board members may want to revisit offering the opportunity in January.

The fifth discussion item was the Program Committee Chairperson. Karen Scherra reminded the Board that the Program Committee Chair position is still open as the former Chairperson, Carole Cottrill, resigned from the Board in July. Karen said the Program Committee does not meet that often, but it is integral part of the Board and its decision-making process. Karen advised Board members the position is available if anyone is interested.

The sixth discussion item was Board in-service training. Karen Scherra said the Board is due for an in-service training. Karen stated that Board members can do the training individually or as a group. Karen mentioned that a group situation is more ideal. The training could be on a variety of topics. Karen mentioned trainings presented by OACBHA staff, such as the role of the board members, state of the State, ethics, and equitable decision making. Karen Scherra, Erica Pursley and Lee Ann Watson participated in a recent training on equitable decision-making and found the training to be helpful. Andy Bateman expressed interest in looking at the Board's role in funding decisions. Karen plans to hold one training in 2020 and one in 2021.

The seventh and final discussion item was the articles. Karen Scherra stated she had already discussed those during her Executive Director's report.

9. Agency Directors Reports: Jeff O'Neil of Greater Cincinnati Behavioral Health Services (GCB) said his report stands. Jeff thanked the Finance Committee as well as the full Board for the effort they have put into budgetary planning for the POS contracts. Jeff gave a brief update on GCB's current activities. Alicia Fine also of Greater Cincinnati Behavioral Health Services (GCB) as well as Clermont Recovery Center (CRC), a division of GCB, said her report stands. Alicia added that GCB staff are adhering to COVID-19 protocol by utilizing telehealth services as much as possible and limiting face-to-face contact if clinically appropriate. GCB/CRC staff are using proper PPE. CRC has restarted the on-site adolescent program, with very controlled distancing standards.

Heather Smith of NAMI said her report stands. Heather added that NAMI's annual fundraising walk was postponed in the spring due to the COVID-19 pandemic. NAMI will now be holding



a virtual 5K walk and participants can walk from a location of their choice on Saturday, October 20, 2020. Heather said the walk generates about 50% of NAMI of SW Ohio's yearly revenue, and every dollar counts.

Laura Stith of Child Focus, Inc. (CFI) said her report stands and thanked the Board for its efforts in budgetary planning for the agencies. Laura added that CFI is in the process of getting the County's crisis hotline linked to the national hotline system. Laura also said the new inclusive playground at CFI opened on September 11 and is a great success. The playground was made possible by several local donors including foundations, companies, and individuals. Laura said CFI will be opening a kindergarten day treatment class at the Wasserman campus. CFI will now be servicing K-12 in day treatment. Laura closed by saying CFI's school-based staff are ecstatic to be back in class. The setup is blended as some students are attending remotely.


Before moving on, Karen Scherra added that she had recently seen a presentation on RISE, a program geared toward helping Medicaid-eligible multi-system youth by providing coordination of services and an expanded array of services. The program will be overseen by Family and Children First. One of the services slated to become a Medicaid billable service is Mobile Response and Stabilization Services (MRSS), which Clermont currently offers to youth in the county through an OMHAS grant that ends in September 2021. Funding through Medicaid will help to sustain the service when the grant ends.

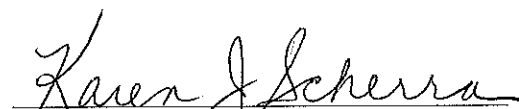
Amy Foley of Hope Community Center (HCC) said her report stands. Amy stated that HCC will be reopening on or about October 3<sup>rd</sup> with a soft opening on September 28<sup>th</sup>. Amy also said that HCC has an open position for a Parent Peer Support Partner. The applicant must have a child who has been involved in multiple mental health or development disability services.

9. Comments from Public Attendees: There were no public attendees at the September 14, 2020 Board of Director's meeting.

Before adjournment, Karen Scherra reminded everyone that the November Board meeting was moved to the 3<sup>rd</sup> Monday of the month, November 16<sup>th</sup>. Karen also said she is considering using Go To Meeting instead of Zoom for remote access to future meetings.

10. Adjournment: There being no further business, a motion was made, and unanimously approved, to adjourn the September 14, 2020 Board of Directors meeting. (Motion-Greg Varner, second-Dorothy Glancy).

  
Karen Conrad, Chairperson

  
Karen-J. Scherra, Executive Director