

# Fairfield County ADAMH Board

Minutes of the September 26, 2006, Board meeting held at 6:30 p.m. at the Board office pursuant to notice mailed to all Board members.

Chairman Heath called the meeting to order at 6:45 p.m. with a quorum being present.

## **ROLL CALL PRESENT**

Sheila Heath, Larry Miller, Ph.D., Marian Reitano, Carol Sullivan, Bill Weimer, Kevin West, Jerry Woodgeard.

## **ABSENT**

Dave Alexinas, Ed Banville, John Murphy, Danalee Ogg, Ray Robinson, Eric Walker.

## **STAFF**

Orman Hall, Don Mohler, Rhonda Myers, Jim Averill, Nadine Carroll.

## **GUESTS**

Marc Grodner, Brad Hedges, Tony Motta.

Chairman Heath asked if there were any questions or comments from the audience.

Chairman Heath asked if there were any additions or corrections to the August 22<sup>nd</sup> minutes.

### **RESOLUTION NO. 9-26-06-1**

**Be it resolved upon motion by J. Woodgeard and second by K. West that the August 22<sup>nd</sup> Board minutes be approved. Motion was unanimously approved.**

Don Mohler presented the August financials. On the revenue summary page, the Board had a really good month for receipts. The Board received the second of two large levy payments (\$884,730.26), FFP from ODMH and ODADAS (\$388,621.92) and TANF MOE and Community Treatment (\$22,480.00). On the expense summary page, the Board had an average month for expenditures. The Board had rather low "Out of County" expenses (\$41,518.32). We had higher than normal "County Expenses" (\$13,187.85) due to the cost of collecting the levy receipts. With a beginning balance of \$1,026,057.25 receipts of \$1,295,932.18, expenses of \$471,778.51, leaves a month ending cash balance of \$1,850,210.92.

### **RESOLUTION NO. 9-26-06-2**

**Be it resolved upon motion by K. West and second by Dr. Miller to approve the August financials. Motion was unanimously approved.**

Don discussed the updated financial forms and explained the changes. He added that this is still a work in progress and there will be more changes.

## COMMITTEE REPORT

Rhonda presented the Additional Services & New Initiatives Committee Report. She reported that the committee reviewed their mission and finalized the draft application package. They also agreed on a timeline to read and score the initiatives to have them ready for the October board meeting. Director Hall added that there were a good number of worthwhile projects that will probably exceed the funds available.

## DIRECTOR'S REPORT

The Board followed up on the audit discussion from August and discussed assuming the additional cost of the audits. This additional cost is for additional work that is being required. J. Woodgeard said he was in agreement with assuming the additional cost but his preference was to increase the agencies allocation to cover the additional cost. The additional cost by agency is: New Horizons \$1,545; Recovery Center \$990; Lighthouse \$960; Mid-Ohio \$930; Fairfield Mental Health Consumer Group \$855.

### RESOLUTION NO. 9-26-06-3

**Be it resolved upon motion by J. Woodgeard and second by C. Sullivan to approve allocating additional funds to the agencies to cover the additional cost of the audits (New Horizons \$1,545; Recovery Center \$990; Lighthouse \$960; Mid-Ohio \$930; Fairfield Mental Health Consumer Group \$855) Motion was unanimously approved.**

Director Hall presented the 408 report stating that it is hard to get a handle on bed day usage this early in the year. He noted that bed days are below the budgeted amount this month. He added that last year's payback was \$39,950 for over utilization. This cost will be split with New Horizons as per our standing agreement so the Board's share would be half of that amount.

Director Hall reported that the planned renovations costs came in over the planned amounts. He added that these costs need to be reviewed and discussed for revision. J. Averill presented phone system options to the Board. His recommendation would be to go with the PRI system. This system will allow us to have direct dial, never having a busy signal and it is the same system that 911 uses. This system would help Information and Referral and save us money by having a lower per phone cost. He added that other agencies moving into the ESC building are expressing interest in this system. Additional agencies further reduce our costs. M. Reitano stated that we should have a live person on the phone. Director Hall said that he supports having a live person answering the phone.

Director Hall said he reviewed these numbers with Chairman Heath last week and then met with Nick regarding ways of cutting costs. He noted that some of the ideas they came up with were to not do the corner meeting room, not putting in some walls or using temporary walls but these changes would not result in a huge saving but would save some money. Chairman Heath told the board that she understands where Director Hall was going with this planning, it wasn't out of line and the thought process was rational but feels further cuts should be made. We do need to cover phones, signs and moving costs. Other items might be done in steps. Director Hall discussed signage costs for the two visible signs on the corner of Main and Broad Streets.

M. Reitano added that we need more visibility but questioned the need for two signs. J. Woodgeard agreed and added that just having one sign on Main Street would still give us a lot of

visibility. He added that portable walls could be used in the big room but he likes the phone system idea. He stated that we need to look at the space we are planning to move to so better decisions can be made. He noted that the carpet will need to be replaced because it is in bad condition. He wondered about the rental cost and Director Hall stated that our rent will be lower there than where we are at. Chairman Heath agreed and stated that the renovation costs could blow the immediate savings. Director Hall discussed the need for appropriate office space and furniture for staff. J. Woodgeard stated that we could use the furniture we have at first and obtain other furniture a little at a time. B. Weimer agreed and added that he was familiar with a place that carried high quality used office furniture at discount prices and that might be a possible way of saving money and still obtaining the needed furniture. Chairman Heath said that we need to keep moving on this as we will end up paying double rent. Jim added that he needs six weeks notice so all the data lines can be scheduled to be moved.

**RESOLUTION NO. 9-26-06-4**

**Be it resolved upon motion by J. Woodgeard and second by B. Weimer to approve purchase of the PRI system. Motion was unanimously approved.**

Chairman Heath told the Board that we need to set up a time to go through the new building and review our options. Director Hall said he would take care of that first thing in the morning.

**ADJOURNMENT**

**RESOLUTION NO. 9-26-06-5**

**Be it resolved, upon motion by C. Sullivan and seconded by B. Weimer to adjourn the Board meeting. The motion was unanimously approved.**

The Board meeting adjourned at 7:40 p.m.

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Chair

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Secretary