

## Planning and Monitoring Committee Meeting Minutes

**Meeting date:** Monday, March 4, 2019

**Meeting time:** 5:05pm – 6:50pm

**Meeting location:** Conference room, 12 Benedict Ave.

**Recorder:** Kristen Cardone

**Committee Members Present:**

X	Kristen Cardone, Executive Director	X	Steve Barnes, Committee Chair
X	Laura Wheeler, Board Chair	X	Katie Chieda
X	Rob Duncan, Second Vice Chair	X	Mike White
X	Julie Landoll		
X	Ken Murray		

**Invited Staff Present:**

X	Kristen Cardone, Executive Director	X	Ashley Morrow, Administrative Assistant
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**Unfinished business/updates:**

- UTMC Contract Update
  - Have not received a response from UTMC to questions at this time.
  - Tabled/No motion made.
- 120 Day Letters
  - Ms. Cardone sent out letters to all current contracted agencies on February 28<sup>th</sup>.
- RFI Update
  - The RFI has been updated since last year to include more specific information vs. high level narrative. Information will be used as a guide for contract requirements to help set realistic expectations and to develop reporting requirements.
  - RFI's were sent out February 25<sup>th</sup> and are due April 30<sup>th</sup>.
  - Committee discussed revised RFI
    - Questions included: Do other counties have similar RFI's? Have potential providers, in addition to current providers, received the RFI?
    - Ms. Cardone explained the new RFI was created from the example of other RFI's and has been distributed to a large list of potential providers in the community. RFI has also been posted on the Board's website and Facebook page.

- Family Dependency Court and Bayshore Counseling both reached out concerning the RFI stating they have never had to complete an RFI/RFP for funding previously.
  - Suggestion was made for both Family Dependency Court and Bayshore to attend a board meeting to present their programs.
  - Committee members are in agreement with the new RFI system and agree that all providers must fill out RFI to receive funding.
- Scanning/Archiving Started March 4<sup>th</sup>
  - The MHAS records retention schedule will be updated in April 2019.
- Computers are ordered
  - Arriving March 5<sup>th</sup>
- Audits from Firelands, Family Life, and FI are being scheduled
  - Firelands is scheduled for the end of March.
- Reporting Update
  - Ms. Cardone met with both Lorain County and Wood County to learn more about their reporting systems.
  - There was a discussion about the My Outcomes reporting system Wood County uses and Ms. Cardone is going to look further into the details of what that system offers.
  - Ms. Cardone presented the Educational Services Survey which is used by Wood County to gather data on youth in the areas of mental health and substance use. The document was passed around and will be emailed with the minutes to all board members to review and discuss at a later time.
- QRT changes and update
  - Schedule has been changed to 2 times per week, one morning and one afternoon, to ensure reaching individuals in a timely fashion.
  - Ms. Cardone will be reaching out to the Norwalk Fire Station and Ellen Heinz as suggested by Committee members for both QRT and ALERT services.
- Alert Update
  - There has not been any participant in the program yet.
  - Warm hand off with FTMC was included in the discussion as a possible option to expand the ALERT services.
- Training Reminder
  - Training for the Board will be held March 12<sup>th</sup> before the Board Meeting at 5pm. Cheri and Liz will be invited to dinner before the training.
  - Dinner will be catered by Catering By Design. Total cost of dinner will be \$201.00. Committee agreed for payment of service.

## Discussion Items:

- Oriana House
  - Oriana House will present during the Board Meeting March 12<sup>th</sup>.
- ROSC/Services and Programming Discussion
  - From review of the ROSC form, Prevention is identified as a need in our county.
  - Ms. Cardone is scheduled to meet with the Superintendents of the schools in May to discuss needs and Ms. Wheeler has requested to attend as well if her schedule allows.
  - Ms. Cardone is scheduled to meet with the Family and Children First Council and Jacki Salter to discuss wraparound services needed in Huron County.
  - Conducting another PAX training with greater advertising was also discussed as the focus on prevention grows.
- Grand Love Proposal
  - Ms. Cardone will be gathering more information for the Board on this program.
- Deterra Project
  - Deterra is “working together to close the pharmaceutical lifecycle with safe drug disposal” with a patented Deterra Drug Deactivation System. Pharmaceuticals are placed in a pouch and warm water is added. This system will deactivate the drugs and help safely dispose of medication. The Board will be able to receive 1,000 drug deactivation pouches for free.
  - There was discussion on what other counties have implemented this program and it was confirmed that Summit County currently has this program in place.
  - Committee agreed to move forward with the safe drug disposal system.
- Suicide Prevention Coalition
  - Ms. Cardone is in the beginning stages of creating a Suicide Prevention Coalition in Huron County.
  - Ms. Cardone will be reaching out to local agencies and community members, including school counselors, to take part in this initiative.
- Transportation
  - Transportation is a barrier to treatment and the Board discussed the possibility of funding transportation services. It was suggested Ms. Cardone reach out to Huron County Transit to identify options for expanding services in the county.
- SAMSHA Grant
  - The purpose of the grant program is to prevent the onset and reduce the progression of substance abuse and its related problems. The program is intended to address one of the nations top substance abuse prevention priorities-underage drinking among persons aged 9-20.
  - This grant is a collaboration with multiple counties including Seneca, Sandusky, and Wyandot Counties.
  - The funding amount will be \$22,000-\$30,000 (depending on how many counties participate) per year for a period of 5 years.

- The Committee agreed to support and partner with other counties to utilize this funding in Huron County.
- Bridge Device Funding Request
  - Family Life Counseling and Psychiatric Services requested funding to purchase 2 bridge devices to be used by Huron County Public Health.
  - Questions that were brought up included: “What is the data/outcomes from the current use of the bridge device? Why are they asking for the purchase of the bridge device for Huron County Public Health and Huron County Public Health is not requesting it for them themselves?”
  - Further discussion will take place on this issue after questions have been resolved.
- MH Block Grant
  - The Ohio Department of Mental Health and Addiction Services is making available to all Boards a one-time allocation totaling \$3,000,000 from the Mental Health Block Grant to support the needs of youth involved in multiple public systems (e.g., mental health, child protective services, juvenile court, etc.). These funds are available for use March 1<sup>st</sup> and must be expended by June 30, 2019.
  - Huron County has received from that funding a total of \$24,467.
  - Ms. Cardone met with the director of Huron County Department of Job and Family Services to discuss ways to utilize the funding.
  - Ms. Cardone received confirmation that the funding can be used for children in need of residential treatment services and can help cover the room and board costs associated with that type of service.
  - The Committee agreed for the funding to be given to the Huron County Department of Job and Family Services to fund residential room and board costs for youth inpatient treatment.
- Mental Health Awareness Event for May
  - May is Mental Health Awareness Month and the Board is working on creating an event in the community that will bring agencies and organizations together to bring awareness to mental health, educate the community and provide resources available in Huron County for individuals struggling with mental health.
  - The Board agreed to move forward with the event.
- Open Board Seat
  - The Committee discussed reaching out to South Central School District to identify interested parties. There was a question of possible conflict of interest if the Board would at some point fund a service in the school district but it was determined if that would happen, the individual could just abstain from the vote.
  - The Committee also discussed possibly reaching out to Bellevue Schools to identify interested parties.
- Health Insurance
  - Committee discussed a possible stipend that is offered by other county agencies for employees who decline health insurance.
  - There is no clear answer at this time whether that stipend is available to Board employees or not.

- Ms. Cardone will look further into this.
- Wind Farm
  - Ms. Cardone received a letter from the Huron County Commissioners requesting a response with the Board's stance on the wind farm pilot.
  - The Committee discussed the topic and instructed Ms. Cardone to contact the Board's legal counsel, Randy Strickler.
  - Ms. Cardone shared with Mr. Strickler that the Board does not have a position on this matter and that we are in agreement with whatever the Commissioners decided. Mr. Strickler said to share that with the Commissioners as it is an acceptable response.

**Motions for Implementation:**

Motion: Authorize Executive Director to enter into a contract for FY19 with Huron County Department of Job and Family Services for funding of residential room and board costs in an amount not to exceed \$24,467. *This is MH Block Grant funding for Huron County.*

Motion: Authorize Executive Director to purchase hotel stay at Mohican State Park for the night of April 11, 2019, in an amount not to exceed \$125.00.