

**BOARD OF TRUSTEES
JACKSON COUNTY COMMUNITY MENTAL HEALTH FUND
MEETING MINUTES – SEPTEMBER 27, 2018**

Present: J.Moore – E.Wesson – M.Campbell – J.Payne – R.Harris – A.Kitchen – C.Clark Campbell – G.Thompson

Absent: R.Makinen – M.Mora – D.Moore

Staff: B.Eddy – A.Marshall – S.Jones – R.Depriest – M.Fortin

Guests: List attached

Meeting was called to order by J.Moore at 5:24pm. She noted that a quorum was present.

Minutes: M.Campbell/C.Clark Campbell moved for approval of the 6/28/18 minutes as written; motion carried.

Staff Report: B.Eddy briefly outlined staff projects and initiatives summarized in a written staff report. He then gave a brief update on the Prescriber Initiative project; common data elements are being created by the agencies in the pilot group.

Accountability & Compliance: R.Harris reported.

30-day billing deadline: S.Jones described the new policy for the Board's consideration. Beginning with the 2019 contracts the billing and demographics would be due within 30-days of the end of each quarter. Agencies are still allowed to submit revisions to billing as long as that period has not yet been audited. R.Harris/C.Clark Campbell moved to approve the new 30-day billing deadline as written; motion carried.

Probationary funding category: This category was created to address some chronic issues that have arisen with agencies over the past few years. R.DePriest highlighted the main issues that have arisen (reporting, communication, non-compliance/findings of concern during site reviews, repeated underspending). A brief discussion then ensued regarding what constitutes a pattern of problems within an agency. M.Fortin added that the guidelines in the report are adequate in terms of their specificity. It was also added that there would be extensive dialogue with any organization prior to the decision to place it on probationary funding status. Future contracts should be amended to include a description of this due process. R.Harris/C.Clark Campbell moved to approve the probationary funding category as written; motion carried.

Samuel Rodgers probationary status: S.Jones reported that Samuel Rodgers is a likely candidate for this status. Staff can formalize the history in greater depth for the Board's consideration, however the stability of the organization has jeopardized their capacity to spending the funds allocated and continuous leadership and staff changes have occurred during the past three years. M.Campbell requested the above-mentioned summary and also would like to know if this issue is specific to their mental health program. Staff will outline the history then send to Board members for consideration during the October meeting. J.Moore then asked who will be developing the improvement and stability plans to which S.Jones replied that it would be staff from the organizations along with the support of Levy staff.

DeLaSalle demand letter: M.Fortin highlighted the letter drafted to DeLaSalle requesting payment of all unspent 2017 funds (in packet). The deadline is set for November 1st so that the Board may give further direction, if needed, during the November 15th Board meeting. C.Clark Campbell/A.Kitchen moved to authorize M.Fortin to send the letter of demand to DeLaSalle; motion carried.

Education & Planning: G.Thompson reported.

Presentation: Community Impact Goals

B.Eddy gave a brief update on the community impact goals. We are working toward measurable objectives based on the Board's priority ratings. Brief discussion ensued regarding collaboration with grantees and other funders.

CCAC Update: G.Thompson reported that the CCAC is currently working on a Cultural Competency Tool for providers. Next meeting is Tuesday, October 23rd. He also recommended a Learning Community Program 10/24 focused on reentry (staff will forward the announcement).

Finance & Internal: B.Eddy reported.

2017 Audit: The audit was emailed to Board members in August and carried an unmodified opinion. C.Clark Campbell/G.Thompson moved to accept the 2017 audit; motion carried.

Preliminary 2019 financial plan: B.Eddy highlighted the preliminary plan. The Tax Levy was approved on Monday and the assessed valuation has been finalized. Revenue is projected to increase. The Probationary and Education line items are new. Budgeted amounts are placeholders. M.Campbell requested that unspent funds be discussed more in-depth during the November Appropriations Committee.

July/August/September 2018 Bills: M.Campbell/C.Clark Campbell moved to ratify the July, August, & September 2018 bills as listed; motion carried.

August 2018 Financial Statements: B.Eddy briefly discussed the financial statements, which are cumulative and subject to audit and therefore require no Board action. There were no major provider distributions in August.

Appropriations: M.Campbell reported.


RDI proposal: C.Clark Campbell/R.Harris moved to authorize an amount not to exceed \$88,000/one year, in order to begin Part I and Part II of the proposed project with Part III to be withheld pending further discussion; motion carried. B.Eddy will work with RDI and Counsel on an initial scope of work.

TMC-BH Vocational proposal: S.Jones reported that eligibility for the program was changed significantly after the initial allocation, resulting in a large amount of unspent funds. However there have been increases in spending during the past three quarters. M.Campbell/J.Payne moved to authorize the remaining 6 months of funding in the amount of \$43,400; motion carried.


New Business: None

Public Comments/Announcements: Jennifer Craig introduced herself as the new CEO of ReDiscover.

Adjournment: J.Moore adjourned the meeting at 6:42pm.


Jacquelyn C. Moore, Chairperson

10/25/18
Date Approved:


Secretary or Treasurer


Minutes Prepared By: