

**MID-OHIO PSYCHOLOGICAL SERVICES, INC.**  
**BRADLEY A. HEDGES, PH.D**  
**PSYCHOLOGIST**  
**EXECUTIVE DIRECTOR**

624 East Main Street  
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Pursuant to the laws of the state of Ohio in which this corporation is organized, and its bylaws, a meeting of the Directors of Mid-Ohio Psychological Services, Inc. was held on March 8, 2007 at 5:30 p.m. at 624 East Main Street, Lancaster, Ohio. A quorum of members was present

The following directors were present: Larry Novak, Janice Phelps, Karen Wolfe, Rob Libbee, and Will Sharp (by phone). Also present at the meeting were Brad Hedges, Executive Director; Shawna Watts, Administrative Coordinator; and Alice Grant, Accounts Payable Manager. The following members were not present: Barbara Salyers, Board Chair, Will Sharp, called the meeting to order.

There was no staff presentation for this meeting. Dr. Hedges noted that all staff presentations have been completed. Will Sharp asked for suggestions for new presentations. Dr. Hedges suggested program presentations and stated there would be approximately six programs and this should cover meetings through the end of the year. Dr. Hedges will put this together.

Will Sharp noted that Rob Libbee had been approved as a board member at the previous meeting and welcomed him to the board.

The minutes of the previous meeting and the financial statements were disseminated prior to the meeting. This information is posted to the MOPS website monthly.

Janice Phelps motioned and Larry Novak seconded the following resolution:

**Resolution #03-08-07-01**

**Be it resolved that the minutes of the January Board meeting be accepted. The resolution passed unanimously.**

The agency financials for the previous three months were discussed. Revenue is down somewhat and the current cash position is not as good as it should be at this time of the year. Dr. Hedges noted that production is down due somewhat to inclement weather conditions that kept the staff and clients from coming into the office. He also stated one clinician had resigned and left abruptly and his clients had to be canceled and rescheduled. Janice Phelps asked if the agency had enough clients to increase productivity and revenue. Dr. Hedges assured the Board that MOPS has never lacked for clients and steps are being taken to insure all clients are being seen in a timely manner.

Dr. Hedges stated that he is rearranging clients to round out production, making sure that all clinicians have an appropriate number of clients and that appointment times are more

readily available for them, such as having adults seen during the daytime and youth in the after school hours. He also noted that new clinicians are being recruited.

Larry Novak motioned and Karen Wolfe seconded the following resolution.

**Resolution #03-08-07-02**

**Be it resolved the financials for December, January, and February be accepted. The resolution passed unanimously.**

The following items were discussed:

1. Staffing issues included a discussion regarding pay raises. However, due to the current financial situation, this topic was tabled until next meeting. Dr. Hedges noted that the staff has been made aware of the reasoning behind this. Will Sharp noted that it was with regret that this is tabled but that the current financial situation mandates this.
2. Several updates to the Personnel Policies and Procedures were sent to the Board Members prior to the meeting. Shawna Watts-Shumaker explained that most of the changes were to clarify language or to bring the policy up to USERRA regulated standards. She also explained the issues regarding FMLA and employee absences. She stated these changes were due to MOPS approaching the fifty-employee mark.

Janice Phelps motioned and Karen Wolfe seconded the following resolution:

**Resolution #03-08-07-03**

**Be it resolved the personnel changes to the MOPS Personnel Policies and Procedures be accepted. The resolution passed unanimously.**

Karen Wolfe motioned and Janice Phelps seconded the following resolution:

**Resolution #03-08-07-04**

**Be it resolved the addition of the FMLA (Family Medical Leave Act) to the MOPS Personnel Policies and Procedures be accepted. The resolution passed unanimously.**

At this time Will Sharp left the meeting and Larry Novak stepped in as acting Chair.

3. Dr. Hedges noted that a conflict of interest had developed with one clinician. This clinician has asked to work with another local mental health agency while maintaining employment at MOPS. This clinician will work at the other agency every other Saturday and see only clients with medical insurance. Dr. Hedges does not feel this is a true conflict of interest but wanted the Board to be aware of the situation.
4. Quality Assurance activities are being caught up and have been posted to the web site.

5. There were no Client Grievances. Three Major Unusual Incidents were reported. A Duty to Protect form was completed regarding a client making threats against a family member, a client was transported to FMC for a laceration during a home visit by staff, and a client was hospitalized after a suicide attempt.
6. Training issues include a Geriatric Care workshop in June and one on Understanding Sexual Development in April. The E-training on ergonomics has been completed by almost the entire staff. Clinical staff are able to obtain CEU's for E-trainings.
7. Several staffing changes have been made. Dr. Hedges stated that David Weinar has been hired to replace the previous MIS Coordinator and is doing a great job. Marlies Parikian has been hired as a therapist and is doing well with good production.
8. Growth issues include Dr. Hedges working with other agencies to promote the new programs and the parenting program in particular. He stated he has also been actively working with the Child Advocacy Center.
9. Dr. Hedges noted the Municipal Court Program is taking off well and should be at full capacity in approximately six months. The Parenting Program is also working well. He stated the Anger Management Program is still developing.
10. The ADAMH Board has asked for new ideas for the radio promotion and several suggestions have been given to them. The Mental Health Matters promotion will host a Cruise In Car Show in May. Rob Libbee suggested using the Lancaster City School TV Station that runs on cable TV as a means of promoting both MOPS and the ADAMH Board issues.

Janice Phelps motioned and Karen Wolfe seconded the following resolution:

**Resolution #03-08-07-0**

**Be it resolved the meeting be adjourned. The resolution passed unanimously.**

The meeting was adjourned.

The next meeting will be held May 10, 2007 unless otherwise noted.

Respectfully submitted,

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Alice J. Grant