

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

624 East Main Street
Lancaster, Ohio 43130

(740) 687-0042

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 11, 2010 at 5:30 p.m. at 624 East Main Street, Lancaster Ohio.

The following directors were present: Will Sharp, Karen Wolfe, Larry Novak and Fran Uhrin. Also present at the meeting were Dr. Brad Hedges, Executive Director, Shawna Watts, Administrative Coordinator, Alan Young, Financial Coordinator, and Tiffany Wade, prospective board member. Absent from the meeting were Andy Connell and Dr. John Stevenson. A quorum of members was present. The meeting was called to order by Will Sharp, Board Chair.

Dr. Hedges discussed quality assurance issues. A review of the AOD program (alcohol and drug dependency) evaluation has been performed. Compliance to our standards is not where we expect. The agency is approaching the issue with expanded training and improving our approach to measuring outcomes.

Shawna Watts led a discussion of MUI's and client grievances with nothing of an exceptional nature being noted.

Dr. Hedges led a discussion of staff matters:

- J. Bierly has been rehired as a case worker. A.J. was a case worker with us and left in good standing to pursue other opportunities. After taking time away from the position and a lack of job satisfaction with his other employment, A.J. expressed an interest in resuming his position with MOPS. Due to our need, his experience and work record, he was rehired. While with us before, he married another MOPS employee. This creates a violation of our nepotism policy. Since his and his wife's position (reception) do not present a conflict, we waived the violation and will ask the board to amend our personnel policy to permit the discretionary waiver.
- Suzanna Parlette resigned her part-time clerical position with the agency. We are accepting applications for her replacement.
- Three individuals have been selected to fill the APPIC intern program vacancies which will become available in the fall.
- Four master's level interns will be added in April and May. One will be assigned to each of the locations, including Delaware.

Dr. Hedges led a discussion of agency growth:

- Delaware County - In response to the opportunity to expand services in Delaware County, the agency continues to seek rental space. As discussed above, an intern will be assigned to the Delaware office. The initial schedule will be for 1 day per week which will be permitted to grow as demand for services dictates. Dr. Hedges requested permission to enter into negotiations for suitable space.

Karen Wolfe moved and Fran Uhrin seconded the following motion:

Resolution #03-11-10-01

Be it resolved that Dr. Hedges is granted the authority to enter into a lease for rental space in Delaware County at a cost of up to \$1,500 per month with a lease term of one year. The motion passed unanimously.

Further agency growth discussion was suspended until later in the meeting.

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. The opportunity to discuss the minutes was brought to the floor.

No discussion being offered, Larry Novak moved and Karen Wolfe seconded the following motion:

Resolution #03-11-10-02

Be it resolved that the minutes of the previous meeting be approved. The motion passed unanimously.

Will Sharp introduced and recommended Tiffany Wade to the board as a prospective board member. Mrs. Wade discussed her qualifications to act on the board. She is assistant principal at Fischer Catholic High School, Lancaster, Ohio and has previous education experience including work with children with special needs.

After discussion, Karen Wolfe moved and Fran Uhrin seconded the following motion:

Resolution #03-11-10-03

Be it resolved that the Tiffany Wade be accepted as a new member of the Board of Directors. The motion passed unanimously.

Will Sharp asked the board for its opinion regarding the optimal number of board members. After discussion, consensus opinion was that the number be maintained at seven. Will Sharp requested that the members remain alert for suitable members to fill future needs.

Discussion of agency growth was resumed:

- Franklin County – The agency billed approximately \$500,000 last year in Franklin County and continues to grow at a modest pace. More aggressive marketing efforts are being considered to promote more significant growth. Among these, we are scheduled to attend a “provider fair” to acquaint our agency with related referring and provider organizations.

- Licking County – Despite original estimates of \$80,000 per year, the agency billed about \$300,000 in the last 12 months. The agency needs to expand its space and has located a facility on the 3rd floor of an adjacent building. There is additional contiguous space that may be available as indicated by continued growth.

Larry Novak moved and Karen Wolfe seconded the following motion:

Resolution #03-11-10-04

Be it resolved that the lease for an approximately 2,000 square foot facility at 21 W. Church Street, Newark, Ohio is approved at a lease payment of \$1,250 per month for one year. The motion passed unanimously.

Shawna Watts discussed the lease on 632 E. Main Street, Lancaster, OH. The agency has been operating on a month to month basis while trying to enlist the landlord's interest in making necessary repairs. The landlord has agreed to the most urgent repairs and arrangements have been made for the work to be done. The board is requested to approve renewal of the lease. Shawna further advised the board that the lease will be held pending completion of the repair work.

Karen Wolfe moved and Larry Novak seconded the following motion:

Resolution #03-11-10-05

Be it resolved that the lease for a 632 E. Main Street, Lancaster, OH be renewed for one year with no change in terms. The motion passed unanimously.

As discussed while informing the board that A. J. Bierly had been rehired, the agency needs to modify its personnel policy with regard to nepotism.

Karen Wolfe moved and Larry Novak seconded the following motion:

Resolution #03-11-10-06

Be it resolved that the personnel policy be modified to permit the employment of a person normally precluded from employment due to the policy with regard to nepotism when deemed to be in the best interest of the agency. The motion passed unanimously.

Dr. Hedges brought before the board the need to review the agency bylaws. The bylaws have never been modified since incorporation and there are provisions of the bylaws in conflict with external restrictions and/or laws to which the agency is subject. An example of such a conflict is that the bylaws specify the executive director to be the board chair; a stipulation in violation of regulatory agency requirements that the board chair be an outside party.

Will Sharp asked for each board member to personally review the bylaws over the next two weeks. By March 26, each should advise Shawna Watts of any questions or concerns raised by the review. The matter can then be discussed during the next board meeting.

Dr. Hedges brought to the attention of the board his desire to discuss with the Recovery Center the possibility of joining together in some way. Due to the current economic climate, the Recovery Center is faced with the prospect of becoming unviable. The agency provides valuable services to the community, has some excellent staff and a merger could offer economies of scale to make the resulting agency stronger than either individual agency. The board expressed agreement with exploratory discussions and requested that the board be advised directly of any significant discussions as these occur rather than wait for the next scheduled meeting.

Shawna Watts advised the board on the progress of the Strides for Mental Health 5k Run/Walk scheduled for April 24. Sponsorships are down, but still being solicited. We have received a few entries, but it is early and we are not fully promoting this yet. The gentleman who did the timing for us has had to withdraw his help. We are looking into alternatives.

Having no more items to bring before the board, Fran Uhrin moved and Karen Wolfe seconded the following motion:

Resolution #01-14-10-06

Be it resolved that the meeting be adjourned. The motioned passed unanimously.

The meeting was dismissed. The next meeting will be March 11, 2010 at 5:30, unless otherwise noted.

Respectfully submitted:

Alan C. Young
Financial Coordinator