

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

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Pursuant to the laws of the state of Ohio in which this corporation is organized, and its bylaws, a regular meeting of the Directors of Mid-Ohio Psychological Services, Inc was held on May 12, 2011 at 5:30 p.m. at 624 East Main Street, Lancaster Ohio.

The following directors were present: Will Sharp, Karen Wolfe (arrived approximately 30 minutes late), Dr. Mark Weedy and Dr. John Stevenson. Also present at the meeting were Dr. Brad Hedges, Executive Director, Shawna Watts, Administrative Coordinator. Absent from the meeting was Fran Uhrin, Andy Connell, and Larry Novak. With a quorum present, Will Sharp called the meeting to order.

The minutes of the previous meeting 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. Dr. Mark Weedy noted the corrections that he had requested be made regarding his title and name of the school from which he is retired.

Dr. Mark Weedy moved and Dr. John Stevenson seconded the following motion:

Resolution #05-12-11-01

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

Dr. Hedges and Shawna reported to the board the success of the 4th Annual Strides for Mental Health 5K. A financial report will be made to the board at the next meeting. Although the event was enjoyed by the participants and creates an opportunity for awareness, it has not been a success at raising funds. Dr. Hedges and Shawna discussed the need to rethink ways to create awareness for the agency as well as possible fundraising opportunities in order to reach our goals. The ideas currently being discussed are creating an agency t-shirt and selling advertising space on the back of the shirt. Will Sharp suggested having a greater presence at the county fair or local parades.

Dr. Hedges discussed the agency's financial position for February and March. The agency financials were not ready for this meeting due to switching the reporting to a cost by clinic model. Dr. Hedges discussed the progress on reporting the cost by clinic. The board was presented the check registers for February and March and a spreadsheet that reported the estimated revenues, expenses and income for February and March.

Will Sharp questioned the payment to the PNC credit card. Dr. Hedges explained that purchases are made on this card for computer equipment, Licking County move expenses, and 5K purchases.

The FY2012 budget was disseminated prior to the meeting. This budget represents a 2.8% increase over the prior year's budget. Dr. Hedges provided an explanation to the board as to why the increase was lower than what we have historically projected. Dr. Hedges discussed the changes in funding at the state level. The state will be managing the payment of Medicaid match, not the local ADAMH board.

Dr. Hedges discussed the “cap and clip” limitations that are being implemented by the state in an effort to control costs. Ninety percent of the agency’s clients will be able to be provided their current level of services under the new limits. The additional ten percent of clients and their services will be impacted; this includes the agency’s high utilizers and programs delivered with a group component. Dr. Hedges explained that the limits have been evaluated and we plan to shorten the length of groups to 90 minutes from 2 hours and change the type of service to Group CSP in order to accommodate client needs within the limits. The other concern with these changes are that the limits apply to all services that the client receives, so if they are seen at another agency those services count against the limits, currently the state has no way for an agency to track this information.

Dr. Hedges informed the board that the ADAMH Board has plans to cut \$100,000 in sliding scale dollars to the agency. This number may still change, but we plan to accommodate this loss in funding by eliminating the Parenting Intervention P program, reducing the Anger Management and Court Diversion program. We will be sustaining the Sexually Abusive Behavior. The local ADAMH Board will go from managing around 9 million dollars to managing around 2 million dollars in local money and another \$250,000 in state money during the next fiscal year due to the State budget changes.

Dr. Hedges discussed that the budget includes a \$21,000 grant in Delaware for parenting services. Also included is sliding scale dollars that have been requested from Licking County to fund a Sexually Abusive Behavior and Survivors program. We may not receive these funds; a decision has not been made.

Dr. Hedges explained the budgeted increase in expenses. There will be increases in expenses related to occupancy in the Columbus, Chillicothe, and Delaware office due to current and planned expansion.

Dr. Hedges discussed the changes that the agency has made regarding the fee structure for formal evaluations. Letters have been sent to referral sources outlining a fee structure that includes fees for report writing time, these fees will be required to be paid by the client or referring agency, outside of the fees billed for the face-to-face time spent with the client. Due to the limitations of the “Cap and Clip” changes, it is likely that time spent conducting testing will also be billed directly to the client or referral source. At this point, referral sources have understood these changes, but we expect for the number of referrals for evaluation to decline for a period of time as the referral sources adjust to these changes.

Dr. John Stevenson moved and Dr. Mark Weedy seconded the following motion:

Resolution #05-12-11-02

Be it resolved that the FY2012 budget be approved. The motion passed unanimously.

Dr. Hedges brought the board up-to-date regarding the ODMH assertion that the agency owes \$14,104 for overpayments dating back to fiscal year 2000. The agency has paid the attorney retained for this \$90 in the past month; there have been no changes in status.

Shawna Watts advised the board that the agency has received three responses for the Request for Proposal for audit services. These were disseminated to the board prior to the meeting. Upon reviewing the services to be provided, all three proposals were equal in services, staffing, and timeline. This brought the discussion down to pricing; therefore, Dr. Hedges and Shawna Watts are recommending that the board award the contract to Whited Seigneur Sams & Rahe CPA’s whose fees were the lowest.

The board approved this recommendation with the following conditions, we must check the references for the firm and confirm that all the needed services will be provided.

Dr. John Stevenson moved and Dr. Mark Weedy seconded the following motion:

Resolution #05-12-11-03

Be it resolved that the FY2011 audit contract be awarded to Whited Seigneur Sams & Rahe. The motion passed unanimously.

Dr. Hedges and Shawna Watts discussed “Quality of Service” matters:

- The agency “Quality Improvement Plan” has been accepted by CARF. ODMH has acknowledge receipt of our application for deemed status and our current certification will remain in effect until they renew it.
- QA activities have fallen behind; corrective action is being taken to increase the number of charts being reviewed. The agency standards require that we review 10% of all agency charts, in order to do this; we are implementing a plan for all clinical staff to do one chart a month.
- There were a number of MUI’s during the period as outlined in the agenda. None of these require further agency action.
- There was a “Duty to Protect” matter involving a threat against another person. The proper notifications were made.
- There was an informal grievance filed by a client guardian regarding their treatment by a therapist.

Dr. Hedges apprised the board of staffing issues as outlined in the agenda. We are experiencing an increase in clinical and support staff turnover, however, most of this turnover has allowed for improvement and changes within the agency. We will have multiple Master level interns starting in the next couple of months.

Dr. Hedges addressed the board regarding growth and clinic matters:

- Fairfield County: Dr. Hedges referred to earlier budget discussions regarding the expected changes in Fairfield County ADAMH funding.

Dr. John Stevenson moved and Dr. Mark Weedy seconded the following motion:

Resolution #05-12-11-04

Be it resolved that the Dr. Hedges enter into a contract for FY2012 with the Fairfield County ADAMH Board as discussed. The motion passed unanimously.

- Ross County: The clinic continues to grow in line with expectations. Our current lease is up; we are on a month to month basis. At this point in order to add more staff, we have begun discussions with the landlord regarding adding offices in the back half of the building. The costs to do this would increase the rent from \$1,000 per month to \$1,900 per month, which would double our space at a cost of approximately \$11.91 per square foot. Dr. Hedges has

requested that the board give him permission to enter into a three year lease after negotiations are final. The total cost of the lease at this point to the agency would be \$71,460.

Dr. Mark Weedy moved and Dr. John Stevenson seconded the following motion:

Resolution #05-12-11-05

Be it resolved that the Dr. Hedges enter into a lease for space in Ross County for a term no longer than three years and a cost no greater than \$12 per square foot . The motion passed unanimously.

- Delaware County: Lease negotiations to expand the current Delaware space have stopped due to the costs. Staff has found another location that was a former MRDD facility that is nearby. This space would double our current space, although we do not currently need all of this space due to the slow pace of growth, we cannot continue to grow in the current space. We would be required to pay utilities in the new space; staff is researching these costs through the former tenants. They are currently asking for a three year term at a cost of \$11.06 per square foot. This would put the cost at approximately \$60,000 for the term of the lease.

Dr. John Stevenson moved and Dr. Mark Weedy seconded the following motion:

Resolution #05-12-11-06

Be it resolved that the Dr. Hedges enter into a lease for space in Delaware County for a term no longer than three years and a cost no greater than \$12 per square foot . The motion passed unanimously.

Licking County: The agency has requested \$55,000 in sliding scale money to fund a Sexually Abusive Behavior and Survivors program in Licking County. All paperwork has been submitted and a meeting is scheduled with the ADAMH Board tomorrow. Dr. Hedges has requested board permission to enter into a contract if funds are awarded.

Dr. Mark Weedy moved and Dr. John Stevenson seconded the following motion:

Resolution #05-12-11-07

Be it resolved that Dr. Hedges enter into a contract with the Licking County ADAMH Board for sliding scale funds as discussed. The motion passed unanimously.

- Franklin County: The renovations are continuing to move along in the Columbus office, they are running about three weeks behind schedule. The agency does not pay increased rent until we move into the space.

Meetings still need to be set up with staff and board members in order to work on plans to implement the agency goals that were developed with the Strategic Planning Committee. Will Sharp discussed with Dr. Mark Weedy the areas which other board members have agreed to work on. Dr. Mark Weedy agreed to work on Staffing with Fran Uhrin.

Having no more items to bring before the board, Karen Wolfe moved and Dr. John Stevenson seconded the following motion:

Resolution #05-12-11-08

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

The meeting was dismissed. The next meeting will be July 14, 2011 at 5:30 unless otherwise noted.

Respectfully submitted:

Shawna Watts-Shumaker
Administrative Coordinator