

**GEAUGA COUNTY BOARD OF MENTAL HEALTH
AND RECOVERY SERVICES**

**November 14, 2023
Agency Relations Committee
5:00 – 6:00 P.M.**

Present: Christine Lakomiak, Teresa Slater, Michelle Maneage, Kathy Johnson, Mary Ruth Shumway, Patricia Varanese, Brittain Paul

I. Call to Order and Pledge of Allegiance

The meeting was called to order at 5:03 PM. The Pledge of Allegiance was then recited.

II. Approval of Minutes from March 15, 2023 and September 18, 2023

Ms. Shumway moved to approve the Minutes of March 15, 2023. Ms. Varanese seconded the motion. Voice Vote: All Ayes.

Ms. Shumway moved to approve the Minutes of September 18, 2023. Ms. Varanese seconded the motion. Voice Vote: All Ayes.

III. Charge of Committee

Discussion:

- The charge does not include any information about the request for proposal process.
- Staff will be creating service specifications for each program funded by the Board.
- The staff will also create a reporting format to use when conducting semi-annual outcomes reviews that is easy to understand, but not burdensome or unreasonable. These reviews will be completed by the Executive Director and then the findings reported to the committee.
- The Board's service and population priorities resolution was distributed.
- Some of the items listed in the charge are not the responsibility of the committee. The Director would report to the committee what the agencies are doing to educate the public and how that information is distributed. The committee itself is not providing mental health and recovery services education.
- Feedback from the agencies will assist the Board in determining service gaps.
- It is the responsibility of the Director to oversee all relationships with the Board and agencies in the community, who would then report to the committee.
- The committee can assist staff in identifying gaps, finding resources, and responding to trends.
- An updated version with staff recommendations will be given to the committee for review at the next meeting.

Ms. Shumway feels there is an increased funding need for in-home based therapy. Director Lakomiak and staff are having quarterly clinical and fiscal meetings with all agencies funded by the Board this fiscal year. They are having conversations about shifting funds to different programs based on utilization and need.

IV. Report Out on TLC Audit/Compliance Review

Director Lakomiak and Ms. Maneage chose to begin their review with the Transitional Living Center due to the ARPA funding opportunity and increasing the number of beds at the facility. They conducted an onsite review to insure Board audit requirements were being followed. The TLC is providing excellent service in the community. Staff are very engaged with clients.

Ms. Maneage said five charts were reviewed and there were no non-compliance findings. They discussed the flow of paperwork and recommended some changes. OhioMHAS has a compliance tool available that should streamline the intake process. Discussed some challenges and also things that are going well. TLC staff is very open to change. Programs levels will be implemented: Level One - Crisis Care Program; Level Two – Personal Care Program; Level Three – Directed Care Program. A checklist of resources and benefits available will be completed within the first 30 days for each client. Individual recovery plans will be reviewed every 30 days and tailored to meet the client's needs. If it is identified that a person may need to exceed the recommended length of time, there will be a full clinical review.

Director Lakomiak reported that the improvement indicators identified have either already taken place or are in the process of being implemented. Every chart reviewed met the funding requirements so the payback amount is zero. Audits of non-Medicaid services are scheduled for November and December. Director Lakomiak and Ms. Maneage have created an audit protocol tool for this purpose. They will report those outcomes and findings to the committee.

V. Service Specifications

Service specifications for a Residential Class I Mental Health Facility were distributed. This format will be used as the template for each program/service the Board would like to fund in the upcoming fiscal year and will be incorporated into the Request for Proposals. The specs will include the purpose of the program, requirements from OhioMHAS, what the Board would require, any special conditions, reporting requirements, and how funds will be distributed.

Ms. Shumway asked what the Board can offer the community before people get to a crisis. Director Lakomiak responded the Board does provide funding for some prevention programs. If there is a need, new programs can be created. An agency must be certified to receive Board funding. Ravenwood Health does have a counselor in every school district. Schools pay for a therapeutic behavioral specialist. A risk assessment can be done in the school, classroom interventions can be provided, and guidance given to teachers.

Director Lakomiak and Ms. Johnson will be reviewing outcomes provided by the agencies. They will create something that is user friendly and easy to understand. The proposed format can be reviewed by Agency Relations for any suggestions/recommendations.

VI. Adjournment

The meeting was adjourned at 6:12 PM.