

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 meeting of the Directors of Mid-Ohio Psychological Services, Inc. was held on February 9, 2006 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, Nathan Hale, Barb Salyers, Janic Phelps, and Will Sharp. Also present at the meeting were Brad Hedges, Executive Director, Shawna Watts, Administrative Coordinator, Alice Grant, Accounts Payable Manager, and Brian Plummer, Technical Support Coordinator. The following member was not present: Karen Wolfe. The meeting was called to order by Will Sharp, Board Chair.

The minutes of the previous meeting were disseminated prior to the meeting. The financial reports were posted to the web site prior to the meeting

Brian Plummer, Technical Support Coordinator, gave a brief report on his job description and duties. The Technical Support Coordinator is responsible for maintaining all computer equipment, all offsite equipment, computer HIPAA compliance, and security, as well as daily backups and server upkeep. He manages 55 workstations, 33 printer, and 7 servers. He noted that MOPS is very well equipped for an agency this size. Dr. Hedges stated that with Brian's help, MOPS is the best-equipped agency in the area and that we are very fortunate to have Brian in this position.

Dr. Hedges noted that due to the growth of the Franklin County office, they will need a larger, better-equipped copier. He asked for Board approval to enter into a lease agreement for a new copier.

Nathan Hale motioned and Larry Novak seconded the following resolution:

Resolution #02-09-06-01

Be it resolved that MOPS enter into a four-year lease with Modern Office Methods for a new copier for the Franklin County office. The resolution passed unanimously.

Quality of Service. Shawna Watts-Shumaker stated that Quality Assurance reports are better but still slightly behind where they should be. The committee is working on ways to increase the review process.

There were four Grievance/MUI issues. All were reviewed with the board, one in some detail. This MUI was regarding a client decompensating and being sent back to jail. Dr. Hedges stated the incident was handled properly by the agency and that at least three agency clinical staff members had participated in the decision to have law enforcement notified and return the client to jail. This was done for the safety of the client as well as the family.

Several new training workshops are being planned. A training regarding Ethics and Supervision will be held on 3/10/06 and should be the largest training to date. CEU's have been approved for this. An e-training regarding safety for staff should be ready soon.

Dr. Hedges noted that Phase One is nearly complete for the new CIS program and ideas are being developed for Phase Two.

The Medicaid Audit report has been received. Dr. Hedges stated a ten-percent error rate is considered the maximum threshold, but that MOPS had an approximate four percent error rating. He noted this was a fairly clean audit and that all errors have been or are in the process of being corrected.

Janice Phelps noted the need for more staff supervision in the waiting rooms in an effort to avoid having unsupervised children in the same room with offenders. Dr. Hedges will work with the reception and clinical staff to better monitor this issue.

Staffing. Shawna Watts-Shumaker noted that several new staff members have been hired. Ted Graf has been hired as Janitor. Dr. Sonya Slater has been hired to replace Dr. Christopher Ray. Dr. Mark Ingram will replace Bonnie Daniels and Molly Weed has been hired as a Transcriptionist for the Franklin County office.

Growth. The AOD program is nearly completed and the agency should be able to begin seeing clients for this service in the near future.

Dr. Hedges noted that with the passage of the recent Levy, the ADAMH Board has some new discretionary funding that should be available for new programs. He plans to ask the ADAMH Board to reestablish the sex offender and aggressive behavior programs. He also plans to ask for funding for a new Parenting Intervention Program. Dr. Hedges feels confident the agency should receive the funding for at least two of these services.

Agency Promotion. Dr. Hedges noted the agency has completed the work on the ADAMH web site page.

Dr. Hedges stated the CHC is working on a client satisfaction survey and this should be completed soon. He also noted work is being done on a radio project where the various mental health agencies will participate in a 15 minute radio program to promote their agency within the community.

Other Issues. Several changes have been made to MOPS Policies and Procedures regarding the Management Information System and Financial Management. These changes were necessary due to confidentiality compliance and the disposal of capital assets.

Nathan Hale motioned and Larry Novak seconded the following resolution:

Resolution #02-09-06-02

Be it resolved the new MIS policy be adopted. The resolution passed unanimously

Barb Salyers motioned and Larry Novak seconded the following resolution:

Resolution #02-09-06-03

Be it resolved the new Capital Asset Acquisition and Disposal policy be adopted. The resolution passed unanimously.

The meeting was adjourned. The next meeting will be held April 10, 2006 unless otherwise notified.

Respectfully submitted:

Alice J. Grant