

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

624 East Main Street  
Lancaster, Ohio 43130

(740) 687-0042

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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 June 8, 2006 at 5:30 p.m. at 624 East Main Street, Lancaster, Ohio. A quorum of members was present

The following directors were present: Karen Wolfe, Janice Phelps, Nathan Hale, and Will Sharp. Also present at the meeting were Brad Hedges, Executive Director, Shawna Watts, Administrative Coordinator, Alice Grant, Accounts Payable Manager, and Mary Miller, Front Office Supervisor. The following members were not present: Larry Novak and Barb Salyers. Will Sharp, Board Chair, called the meeting to order.

The minutes of the previous board meeting was disseminated prior to the meeting. The financial reports for the previous two months were posted to the web site prior to the meeting. Alice Grant stated she had checked with the accountant to see if the accrued Payroll numbers could be changed on a monthly basis. The accountant, Jeff Burrow, stated this number was changed annually during the financial audit and it was not really necessary to change this number on a monthly basis. However, he noted this could be done if the Board required it. He offered to set a procedure in place to do this. Will Sharp indicated that they should be changed monthly.

Janice Phelps motioned and Karen Wolfe seconded the following resolution:

**Resolution #06-20-06-01**

**Be it resolved that the Minutes of the previous MOPS Board Meeting be approved. The resolution passed unanimously.**

Nathan Hale motioned and Janice Phelps seconded the following resolution:

**Resolution #06-20-06-02**

**Be it resolved the financial reports for April and May be approved. The resolution passed unanimously.**

Mary Miller, Front Office Supervisor, gave a brief presentation describing the duties of the front office. She spoke regarding basic reception duties and new client procedures including scheduling, the unique intake procedure, and verification of payer sources.

The following items were discussed:

1. Budget – FY07: Dr Hedges briefly explained the upcoming budget and explained the increases and how the monies will be distributed to the various programs and services.

Nathan Hale motioned and Karen Wolfe seconded the following resolution:

**Resolution #06-20-06-03**

**Be it resolved the FY07 Budget be approved. The resolution passed unanimously.**

2. Dr. Hedges asked for board approval for he, as Executive Director, and Will Sharp, as Board Chairman, to sign the FY07 contract with the ADAMH Board. He noted it is essentially the same contract that has been in place for the previous four years.

Janice Phelps motioned and Nathan Hale seconded the following resolution:

**Resolution #06-20-06-04**

**Be it resolved that Board approval be given for Dr. Hedges and Will Sharp to sign the ADAMH contract when it is ready. The resolution passed unanimously.**

At this point, Will Sharp left for a previous commitment.

3. Quality Assurance: The annual safety report was given. There were no problems listed.  
  
Shawna Watts stated the QA activities are becoming more current. There are now two interns working to bring the reviews and reports up to date. She also noted that chart reviews have been suspended for a short time to help with the backlog.
4. There were four MUI's and one Client Grievance noted. Dr. Hedges has addressed the grievance but the client was unable to resolve the issue. Shawna Watts is currently helping to facilitate a transfer to another agency.
5. MOPS has recently filed for recertification to provide CEU's for training. The next workshop will cover court testimony for mental health professionals.
6. The Client Satisfaction Survey will begin this month. Dr. Hedges noted that every client will be asked to complete a survey form.
7. Dr. Hedges stated the electronic transcription is working but will need some additional work to make it fully functional.
8. The CIS continues to improve. Dr. Hedges noted the new programmer, Anu Babu is currently working approximately twenty hours per week and has made some very useful additions to CIS.

9. Staffing issues include the recent Staff Satisfaction Survey. Dr. Hedges briefly reviewed the survey and noted that not too much had changed from the survey several years ago. He stated benefits are a concern to the staff and that several other issues cannot be addressed due to the size of the agency or funding sources.

Several staff changes have taken place in recent months. New staff members include Mark Ingram, Jennifer Kennedy, Tony Issenmann, who were hired as Therapists, and Jason Kay who was hired as a case manager. Mark Ingram and Jason Kay have left the agency due to travel distance and family issues. Cassie Dille has also left and Allison Wagonseller was hired to replace her as a case manager. An ad has been placed for another case manager.

Janice Phelps expressed a concern regarding client care during the absence of three of our female staff members who are on maternity leave and several more who will be leaving in the next few months. Dr. Hedges noted that each of the staff members have done an excellent job of preparing their clients for their absences and have made arrangements for the client to either be seen by another therapist during this time or to have access to the agency if a crisis should develop. There are no current issues as a result of these leaves.

10. Dr. Hedges stated that the Annual Employee Evaluations are currently underway.
11. It was noted that proposals have been made to the ADAMH Board to reinstate the Sex Offender and Aggressive Behavior program and the Anger Management Program. Dr. Hedges noted that MOPS is exploring options to add a parenting program. Karen Wolfe asked when the program would be operational and Dr. Hedges stated it is still in the planning stages but he hopes the addition of Tony Issenmann as a marriage and family therapist might speed up the process.

Janice Phelps asked about the Sex Offender program. Dr. Hedges stated the program has not fully closed but had been cut drastically with the decrease in funding. Now that the levy has passed and MOPS is able to receive monies for a sliding fee, it is hoped the program will again be fully functional.

Janice Phelps also asked why New Horizons is able to take the clients that MOPS can't. Dr. Hedges stated New Horizons is the primary mental health facility in the county and gets additional funding for a sliding fee scale for all clients, not just special populations as MOPS does.

A brief discussion was held regarding payment sources and Medicaid Spend-down.

12. The Community Health Consortium is still working on surveys and web site updates.
13. Dr. Hedges spoke briefly regarding the current ADAMH radio programs focusing on mental health. He noted that he and Chris Johnson have finished two spots regarding religion and mental health, Dr. Craft has done two on bipolar disorders, and he and Kim Rugg have done two on Attention Deficient Disorder. Janice Wolfe suggested a program be done regarding the new parenting program when it is up and running.
14. Shawna Watts noted the new sign for the front of the building is finished and ready to be hung.

The next meeting will be August 10 unless otherwise notified.

The meeting was dismissed.

Respectfully submitted,

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Alice J. Grant