

MID-OHIO PSYCHOLOGICAL SERVICES, INC.
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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 November 8, 2007 at 5:30 p.m. at 624 East Main Street, Lancaster, Ohio. A quorum of members was present

The following directors were present: Will Sharp, Larry Novak, Karen Wolfe, and Rob Libbee. Also present at the meeting were Brad Hedges, Executive Director and Shawna Watts, Administrative Coordinator. The meeting was called to order by Will Sharp, Board Chair.

The scheduled Parenting Intervention Program presentation was given by Dr. Hedges. He explained the program and stated it is beginning to grow after meetings with local judges and Children's Services. Most referrals are currently coming from the Family Drug Court.

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.

Karen Wolfe motioned and Rob Libbee seconded the following resolution:

Resolution #11-08-07-01

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

A brief discussion was held on board composition issues. There is a need for three more board members with at least one coming from the business community. Will Sharp has been meeting with potential candidates and feels he has two commitments. He will continue to seek a third member.

The agency financial situation was discussed. Dr. Hedges reviewed the financial statements and explained a recovery plan to give the agency a more stable fiscal picture. He stated production continued to be lower than anticipated and some of that was due to vacations and holidays but a steady increase is becoming evident with the plan of recovery. A meeting was held with the supervisory staff to help produce the recovery plan. Items included in this plan call for a reduction in team meetings so the clinical staff will be available for more production time. They will now meet on a monthly basis instead of weekly. Dr. Hedges briefly explained the pay scales and noted the difference between production and non-production hours and stated a greater salary span has been developed. The pay rate for all clinical non-supervisory staff has been reduced to \$8.00 per hour but the reduced amount has been added to their P2 rate (a clinician making \$12.00 per hour base time and \$16.00 P2 time will now be making \$8.00 base and \$20.00 P2). He noted that a clinician who increases their production time will now be making more money and the agency's revenue will also be increased.

Dr. Hedges also noted that a reduction in staff has been made. A part-time support position was eliminated and a clinical staff member may be leaving and that position will not be filled in an effort to reduce costs. He stated the agency will continue to be fully staffed. He stated this plan has not caused undo burdens on any of the clinical staff and that no one has decided to leave the agency due to this.

Larry Novak motioned and Karen Wolfe seconded the following resolution:

Resolution #11-08-07-02

Be it resolved the financial statements for September and October be accepted. The motion passed unanimously.

The following topics were discussed:

1. The annual financial audit is expected during the last week of November. Preparation is underway to have this completed by the end of the year. This audit will be done by Jones Cochenour & Company.
2. Quality Assurance issues include making substantial changes in the reporting process and it is hope this will bring the reports up-to-date in a more timely manner.
3. Client Rights and Grievances and MUI's were noted on the agenda. These include four incidents involving clients being hospitalized for various reasons.
4. Training activities are competed for this year. Plans for trainings after the new year include projective testing, objective testing, supervision, and ethics.
5. The care management system is still in process. It is hoped this will be fully operational in January.
6. Work is continuing on the Standards of Care program. It is hoped this can be integrated quickly into the Quality Assurance Activities. A lot of this work was completed by a summer intern and it is anticipated he will be returning during his Christmas break from school. He will be employed part-time.
7. The CARF certification survey will be conducted on January 14-15, 2008. It is anticipated they will be talking to various employees as well as board members.
8. Agency goals have been reviewed by all board members as well as agency staff. Goals for Quality of Service and Staffing were reviewed at this meeting due to no Board Member assignment to these areas. No changes were made to the Quality of Service and a change in Kudo Awards to monthly instead of quarterly was made to Staffing. These goals will be reviewed again at a later date.

Larry Novak motioned and Rob Libby seconded the following resolution:

Resolution #11-08-07-03

Be it resolved the changes to the agency goals be approved. The motion passed unanimously.

9. Staffing issues involved the resignation of Dr. Charles Snyder who served as the agency psychiatrist. This resignation has the potential of placing MOPS in a position of not being able to provide complete treatment to some of the clients. Dr. Hedges noted that recruiting a replacement psychiatrist will be difficult. It is hoped the Nurse Practitioner from Columbus can provide some treatment although he will not be able to see children under the age of twelve nor prescribe Schedule 2 medication due to restrictions with that type of licensure. Dr. Hedges also stated he is looking into several possible options and their impact on the agency.

It was also noted that staff raises will be considered later as the agency financial situation improves.

10. Dr. Hedges noted that growth is being seen in the parenting program as well as sex-offender treatment to parolees. He also stated the Columbus office is growing rapidly and will be in need of additional space in the near future. It may be possible to move that office to a larger suite of offices in the same complex with the potential to double the amount of space available to clinical staff as well as group offices. The Board directed Dr. Hedges to look into the possibility of leasing this new location. Will Sharp asked about the leadership of the Columbus office. Dr. Hedges stated the location is supervised by Dr. Joni Grim-Krzycki and staffed by mostly senior clinical staff members.

Dr. Hedges stated the office will be interviewing for internships in the near future. These will be pre-doctoral students and they should begin in September.

A discussion was held regarding possible expansion into Licking County. Dr. Hedges stated he had been approached by an agency in that county to provide services due to a situation regarding a major mental health provider there. He also noted he had discussed this with the head of their local mental health board and had received a somewhat encouraging response. The Board directed Dr. Hedges to begin looking into providing services to Licking County.

11. No current activities are underway with the ADAMH Board levy. The agency is considering a PCP mailing to promote this program in the Lancaster area. MOPS will also participate in the Aging Adults Fair in November. MOPS will also participate in a marathon in the Spring.

MOPS is working with the ADAMH Board to coordinate system-wide trainings. Planning is underway to begin providing training via NetSmart.

The next meeting will be held January 17, 2008 unless otherwise noted.

Respectfully submitted,

Alice J. Grant