

FISCAL COMMITTEE CHARTER

I. Introduction and Statement of Purpose

The Executive Council of the Ohio Association of County Behavioral Health Authorities approved the establishment of a Standing Fiscal Committee on July 27, 2005. The purpose of the Fiscal Committee is to:

- Examine fiscal issues affecting Behavioral Health Boards;
- Develop and identify fiscal best practices, policies and procedures;
- Address fiscal relevance of current and emerging policy issues;
- Provide a venue of networking amongst other fiscal professionals within the Association's membership.

II. Committee Organization

The President is responsible for appointing the chairperson of the Fiscal Committee. The chairperson must be a Board Executive Director and a member of the Ohio Association of County Behavioral Health Authorities. Other members include Board Executive Directors or their designee(s). In addition, representatives from ODMH and ODADAS will be asked to participate in committee activities as necessary.

As appropriate, this Committee will interface with the Association's Information Management Committee in utilizing data in making fiscal determinations.

The Fiscal Committee will meet at least quarterly. The Committee has the authority to appoint subcommittees as needed, and may assign ad hoc members to serve on these subcommittees.

III. Committee Responsibilities

The Fiscal Committee shall work to further the four purposes as set forth in the introduction; additionally the committee shall accept assignments from the Association's Executive Council, Mental Health Division and the Alcohol and Drug Division. In the event that the Committee determines it would like to take on a specific task, it must first seek the approval of the Executive Council.

Any position statement or other documentation that are to be brought before the committee for a vote, must be sent out to the full committee at least seven days in advance, or have been discussed in prior meetings so that members have an opportunity to review the document(s) and discuss them internally with their respective Board Director(s).

If such documentation is not presented to committee members at least seven calendar days in advance of a meeting, it may be brought before the committee for discussion

purposes, but a vote to approve it cannot occur until the next meeting of the committee.

IV. Association Staff Responsibilities

An Association staff member will attend each Committee meeting and will be responsible for maintaining the minutes of each meeting. Minutes shall be circulated to the full membership no later than 7 calendar days after a meeting is held. Association staff will also be responsible for keeping Committee members apprised of any legislation or litigation that might potentially affect the Behavioral Health System.