



## Promoting wellness and recovery

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To: ADAMH Board Executives and Fiscal Officers  
From: Daniel Schreiber, CFO *DRS*  
Date: July 30, 2015  
RE: Fiscal Updates

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This memo is intended as a follow-up to the April 2, 2015 memo regarding carryover of certain state fiscal year 2015 funds. Several boards have asked additional questions. This memo will provide clarification on carryover, as well as information on the upcoming upgrade to the state's financial system.

### **Carryover Funds**

As stated in the April 2 memo, funds from the 507 stream that have been drawn down by the board, but not yet spent, may be used by the board for any program consistent with the purpose of community services. In other words, any funds that were originally allocated for those specific projects but were not spent may be reprogrammed to another purpose. The board must submit to Erica Darthard (Erica.Darthard@mha.ohio.gov) the amount and new purpose of these funds. Also note that the board must still complete any outstanding reporting for the funds that were used on the community collaborative project.

For any funding that has not been drawn from previous years allocations, boards must request those funds as soon as possible, but no later than August 15. As with the community collaborative 507 project funds, any reprogramming of these dollars must be submitted to Erica Darthard in writing.

### **Continuum of Care Services (336421)**

Several boards have chosen to receive all of their discretionary 421 funds as a Community Investment allocation with the intent to be billed by OPS for any purchases they made as allowed in the guidelines. If your board made this choice, but you still plan on utilizing central pharmacy services, please let Sue Griffith (Sue.Griffith@mha.ohio.gov) at OPS know your estimated purchase amount. Boards will be billed for these purchases as in the past, but it will help with the planning and managing orders of medication in order to maintain a high level of customer service.

Also, please remember that your forms to declare how you would like to allocate your community investments funding are due tomorrow, July 31. As previously indicated, any unused medication funding will be disbursed as part of the 4<sup>th</sup> quarter push in FY 2016. This will only happen if you have a large credit left with OPS that will not be fully used before the end of the fiscal year. The intent of the push out of any additional funds is to avoid carrying over these funds from FY 16 to FY 17. For this reason, it is important to keep OPS informed of your continued planned medication spend.

### **OAKS Upgrade**

The state's financial module (FIN) will be upgrading at the beginning of September, expected to be operational on September 8. In order to accommodate this change, the state will be going through a process similar to year-end close throughout the month of August. As such, some payments will be affected, particularly drawdowns of specific grants, as they will be unable to be processed for a short time. The department is currently working on a calendar and will let the field know about important dates and deadlines as soon as that is complete.