



CHIEF FINANCIAL OFFICER

Hamilton County Mental Health and Recovery Services Board

First Review of Applications: July 24, 2023

THE COMMUNITY

Hamilton County (2020 pop. 830,639), the third most populous county in Ohio, is nestled in the heart of the Greater Cincinnati region. The county features three stunning rivers: the mighty Ohio, the Little Miami, and the Great Miami. The valleys that surround these rivers have created unparalleled vistas that surprise visitors with breathtaking views to the south, east, and west.

One of the biggest attractions of Hamilton County is its world-class public amenities. The county boasts of top-ranked public libraries, nationally ranked Cincinnati Children's Hospital, and parks that have been recognized nationally. Hamilton County is ranked No. 9 on Forbes' list of "The Best Cities for Raising a Family." As well, the county enjoys several Fortune 500 companies, including Kroger, Procter & Gamble, and Macy's.

The county has something for everyone, including over 96 regional and neighborhood parks, 143 miles of trails, community and recreation centers, and aquatics complexes. Hamilton County is home to a thriving arts scene, with the Cincinnati Art Museum, Cincinnati Museum Center, and Taft Museum of Art attracting visitors from around the world. The county has a rich history, having once played significant roles in the Underground Railroad and the Civil War. Today, visitors can explore historic sites like the Harriet Beecher Stowe House and the National Underground Railroad Freedom Center.

Hamilton County is a fantastic place to live, work, and visit. With its natural beauty, world-class amenities, and rich culture and history, it's no wonder why so many people are proud to call it home.



HAMILTON COUNTY MENTAL HEALTH AND RECOVERY SERVICES BOARD

Hamilton County Mental Health and Recovery Services Board (HCMHRSB or MHRSB) provides leadership in public behavioral health care with planning, funding, managing, and evaluating behavioral health care in Hamilton County. MHRSB is statutorily prohibited from providing direct care to clients and instead contracts with numerous non-profit agencies to provide direct care in a community-based setting. Through the 38 non-profit providers who deliver non-hospital behavioral health services—crisis care, outpatient, residential, and housing—MHRSB serves over 26,000 mental health and addiction clients annually. MHRSB's CY2023 Budget includes \$76M in revenues and planned and Board-approved expenditures of \$92M, \$16M of which is earmarked for a future capital project that is expected to roll into CY2024 or beyond.

The mission of Hamilton County Mental Health and Recovery Services Board is to develop and manage a continuum of mental health, addiction, and prevention services that have a positive impact on the community, are accessible, results oriented, and responsive to individual and family needs.



MHRSB PRIMARY SERVICE GOALS

- Provide a System of Care with a wide array of Evidence Based Treatment Services that ensures a high quality of care for Hamilton County residents and promotes recovery and a favorable quality of life.
- Promote prevention and education efforts that reduce the impact of mental illness and addiction in the community.
- Ensure individuals with behavioral health needs are treated in an environment that best meets their needs.
- Reduce the impact of opiate addiction on individuals and the community.
- Expand recovery supports.
- Support the development and retention of a professional workforce adequate to meet the needs of the community.
- Enhance opportunities to integrate behavioral health and primary health care.

MHRSB STEWARDSHIP GOALS

- Maximize efficiency and effectiveness of the Hamilton County behavioral health system.
- Ensure financial viability of the HCMHRSB and its service delivery system through efficient, accountable, and responsible financial management.
- Maintain system-wide procedures that achieve compliance with all legal obligations and reporting requirements.
- Organize board staff and other resources in a manner consistent with established priorities and available resources and monitor organization at all levels for effectiveness and efficiency.
- Advocate to local community, and state and national elected officials to provide increased support for community-based services.
- Prepare for changing community needs and changing financial environments while maintaining consistent levels of care.



THE POSITION

The Chief Financial Officer is responsible for establishing Board financial goals and objectives, and planning, directing, implementing, and coordinating fiscal activities of Board. The CFO serves on the Executive Management team and directly supervises a team of three. This position reports to the President/Chief Executive Officer.

The essential functions of this position include:

- Interprets laws, rules and regulations to determine agency compliance with pertinent regulations and public expectations.
- Develops and evaluates production and quality control standards for unit compliance with OHMHAS regulations.
- Develops policies and procedures for maintaining quality of HCMHRSB funded services; accomplishes goals and objectives through subordinate supervisors.
- Assists in developing public Board meeting agendas; speaks before the Board on financial matters; represents the Board with public officials, vendors/contractors, general public and at inter-agency meetings, functions, and events; serves on system development committees.
- Manages subordinate employees (e.g., schedules assigns, and reviews projects, evaluates performance, recommends discipline, commendation, leave approval, promotion, etc.); allocates material and human resources; conducts staff meetings; responds to grievances and complaints.
- Prepares and analyzes HCMHRSB monthly financial statements and other analytical reports of fiscal operations (e.g., cash flow projections, expenditure reports, cost allocation plans, grant budget revisions and summaries, etc.).
- Monitors accounting activities, preparation of financial information, financial auditing process, and provider budgeting and actual cost reporting process.
- Makes recommendations regarding improving the financial position of the agency; provides technical assistance to staff to ensure correct interpretation of regulations.
- Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.
- Develops and demonstrates knowledge of current developments in field to maintain job proficiency.
- Other duties as assigned.

LEADERSHIP OPPORTUNITIES

Process Optimization and Contextual Reporting: The next CFO will have the unique opportunity to evaluate and enhance existing financial processes and procedures to ensure that MHRSB leadership remains informed and empowered with a deep understanding of financial trends to enable strategic planning for the future.

Streamlining and Innovation: While the need for sweeping changes is not envisioned, the CFO will have the opportunity to identify areas for improvement and examine processes to include allocation summaries, room and board rate evaluations, and fund allocations from cost reimbursement to Purchase of Service (POS). The CFO will suggest, implement, and manage the process to streamline operations, reduce complexity, and enhance overall efficiency.

Cash Flow Management: The CFO will be adept at preparing, implementing and maintaining annual budgets and as such will review, update and enhance systems and processes around cash flow management including preparing a 5-year spending plan for the mental health levy including allocations to providers. The CFO will have an opportunity to assist with preparing for future levies and gaining an intimate understanding of finance software and system integrations to effectively manage the various expenditures and revenue streams.

DESIRED CAPABILITIES

The desired candidate for the Chief Financial Officer position will be a strategic thinker who leads with integrity and builds and sustains mutual trust and respect and has the ability to develop and maintain effective working relationships with the board, CEO, subordinates, peers and providers and integrates the finance department staff into the culture of the organization; exhibits a positive, calm demeanor that mentors, inspires, and instructs. The next CFO will be communicative, flexible and collaborative, able to delegate effectively without micromanaging, possess superb organizational skills and have a high attention to detail while also being able to clearly articulate the big picture and mission of MHR SB. The CFO will be a visionary that guides the MHR SB in using funds in the most effective way and have a good understanding of the behavioral health system and the challenges faced by contract providers.

The CFO must possess a depth of understanding of government and fund accounting, compliance, and financial procedure, as well as financial system structure and process, state and federal laws and/or regulations pertaining to government finance, management principles and practices, and strategic planning; must exercise effective accounting controls and strong cash-flow management.

The desired candidate will be able to interpret an extensive variety of technical material in books, journals, and manuals, exercise independent judgment and discretion, understand, interpret, and apply laws, rules, or regulations to specific situations, develop complex reports and position papers, understand a variety of written and/or oral communications, and handle sensitive or technical inquiries from contacts with officials and the general public. The hired candidate will have the ability to travel to Columbus, Ohio, provider agencies, and other work locations as required.



EDUCATION AND EXPERIENCE

The position requires a Master's degree in accounting or a closely related field and ten (10) years' experience in financial management; or equivalent. Experience in governmental accounting is required; experience in or knowledge of behavioral health systems is desired. CPA certification, knowledge of MS Excel and Access, and auditing experience is a plus.

COMPENSATION AND BENEFITS

The salary range for this position will be \$145,000 - \$175,000. HCMHR SB offers a comprehensive benefits package to include medical, dental, and vision insurance, HRA, 11 paid holidays, vacation and sick leave, eligibility for Hamilton County Employees' Federal Credit Union, deferred compensation, life and supplement life insurance, flexible spending accounts, employee assistance program, college advantage savings plan, and participation in Ohio Public Employees Retirement System (OPERS).

APPLICATION AND SELECTION PROCESS

We invite qualified professionals to submit a cover letter and resume by visiting our website at:

<https://governmentjobs.com/careers/bakertilly>

This position is open until filled; however, interested applicants are strongly encouraged to apply no later than **July 24, 2023**. Following the first review date, we will evaluate all applications against the criteria outlined in this brochure. For more information, please contact Yolanda Howze at yolanda.howze@bakertilly.com or by calling (312) 240-3401.

For more information about Hamilton County Mental Health and Recovery Services Board, please visit

<https://www.hcmhrsb.org/>

Hamilton County Mental Health and Recovery Services Board is an Equal Opportunity Employer.

