



Consolidation Steering Committee Expands

The **Consolidation Executive Steering Committee** has expanded to include four additional members; two from the Cuyahoga County Community Mental Health Board (CCCMHB) and two from the Alcohol and Drug Addiction Services Board of Cuyahoga County (ADASBCC).

New members Eugenia Cash, Second Vice Chair of the CCCMHB; Mary McElrath, Vice Chair of the ADASBCC; and Darlene Darby Baldwin, Chair of the ADASBCC Operations Committee, and another member of the CCCMHB that will soon be selected, join Kathryn E. Gambatese, CCCMHB Chair; Russell E. Johnson, ADASBCC Chair; William M. Denihan, CCCMHB CEO,

and Dr. Russell S. Kaye, ADASBCC Executive Director, on the Executive Steering Committee.

Benefits of including additional members on the Steering Committee include greater participation from each Board and increased communication with other Board Members.

The Executive Steering Committee is a public meeting and all providers and interested people are welcome to attend. All Executive Steering Committee meetings will be held at the CCCMHB offices, 1400 West 25th St., 3rd Fl., Cleveland, OH 44113.

To ensure access for community input to our Committee's deliberations, a standing item will be placed on the agenda called "Provider Forum." Please expect, however, that occasionally the Committee may enter an executive session in accordance with Open Meetings Act criteria. Additionally, there will be opportunities in the future for provider response and input about any changes before final decisions are made.

Upcoming Consolidation Executive Steering Committee Meetings

The Consolidation Executive Steering Committee is a public meeting that meets at the CCCMHB offices, 1400 West 25th St., Cleveland, OH 44113

- Monday, January 28; 5:00 p.m.
- Wednesday, February 13; 5:00 p.m.
- Tuesday, February 26; 5:00 p.m.
- Tuesday, March 11; 5:00 p.m.
- Tuesday, March 25; 5:00 p.m.

Upcoming Site Review Committee Meetings

The Site Review Committee is a public meeting that meets at the ADASBCC offices, 614 W. Superior, Suite 300, Cleveland, OH 44113.

- Tuesday, February 5; 5:00 p.m.
- Tuesday, February 19; 5:00 p.m.
- Tuesday, March 4; 5:00 p.m.
- Tuesday, March 18; 5:00 p.m.

Consolidation Site Review Committee

One of the major decisions that must be made during the consolidation is where the new behavioral health board will be located. To assist with this decision, a **Site Review Committee** has been established.

The Site Review Committee is comprised of the Consolidation Executive Steering Committee with the addition of Terrance Wilkinson, ADASBCC Member; J. Robert Fowler, Ph.D., CCCMHB Member; and Barbara Saltzman, Chair of the CCCMHB Operations and Finance Committee.

Robert Fowler recommends that

1. Space be determined by personnel.

2. Overall cost per square foot and annual total must be considered, and
3. All possible scenarios for location ranging from new construction to purchase and/or lease and renovation, proximity to Downtown Cleveland and partner systems, and free parking must be considered.

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RFP for Professional Services Issued

The Consolidation Executive Steering Committee (ESC) developed and issued a **Request for Proposal (RFP) for Professional Services** on January 18, to facilitate the consolidation planning process and the implementation of a business strategy. The following is an illustration of the scope of services that is requested:

1. Support Services including taking accurate minutes of all meetings; working with ESC to coordinate meeting agendas; assemble materials received from ESC members for meetings; communicate with ESC members regarding schedule issues and notices; responsible for the preparation of special reports as requested by the ESC; plan and maintain ESC's calendar; coordinate all consolidation public meetings; provide direction and instruction to other staff regarding ESC matters as appropriate, routes relevant correspondence of general information to appropriate staff and follows up to assure prompt attention to matters that need to go under the ESC.

2. Executive Review including preparing planning documents, and project management milestone charts and logic models and status reports and conducting organizational developmental activities and planning.

3. Event Planning including legislative briefings, and stakeholder and other public meetings.

4. Stakeholder Relationships including assisting in developing, preserving, and advancing relationships with community stakeholders through targeted

written communications, newsletters, and surveys

5. Team Advising including providing assistance to staff consolidation teams in development of plans and providing mediation services as needed.

Some of the qualifications the ESC is looking for include demonstrated success in assisting with system-level projects and change efforts; understanding of governmental or non-profit board operations; demonstrated sensitivity to confidential matters that meet the Open Meetings Act Executive Session criteria; demonstrated organizational skills and ability to prioritize and multi-task; demonstrated

organizational developmental experience; group meeting facilitation skills; and at least three references from other organizations for which similar projects have been completed. A bidder's informational session will be held at 3:00 p.m., Monday, January 28, 2008, at the CCCMHB Offices, 1400 West 25th St., Cleveland, OH 44113

A detailed description of the services required is contained in the RFP, copies of which are available by contacting Christine Paternoster, ADASBCC, 216-348-4830, paternosterc@adasbcc.org. Response deadline is February 8, 2008.

BOCC Expected to Pass Resolution

During the January 31 **Cuyahoga County Board of County Commissioners** meeting, the Commissioners are expected to pass a resolution accepting the Plan to Consolidate, that was jointly developed and submitted by the Cuyahoga County Community Mental Health Board and the Alcohol and Drug Addiction Services Board of Cuyahoga County.

The resolution will also express their plans to:

- Seek legislative authority for the boards to consolidate.
- Ensure an equitable appointment of members to the new board, five with an interest in mental health programs and facilities, and five with an interest in alcohol and other drug

addiction programs.

- Reappoint members of the existing boards to the new board on the recommendations of the existing boards, with one-third of the appointments for terms of two years, one-third for three years, and one-third for four years.

Consolidation Update is a joint publication developed and distributed by the communication staff of the Cuyahoga County Community Mental Health Board and the Alcohol and Drug Addiction Services Board of Cuyahoga County to keep the community informed on the consolidation process.

Consolidation Executive Steering Committee

Kathryn E. Gambatese, CCCMHB Chair
Russell E. Johnson, ADASB Chair
Eugenia Cash, CCCMHB Second Vice Chair
Darlene Darby Baldwin, ADASBCC Member
Mary McElrath, ADASBCC Vice Chair
William M. Denihan CCCMHB CEO
Russell S. Kaye, Ph.D., ADASB Executive Director

Editors: Scott Osiecki, CCCMHB & Julie Fogel, ADASB