

**The Behavioral Health Board of Cuyahoga County
(working title)**

Site/Location Review Committee

**Tuesday, May 13, 2008
5:00 p.m. - 6:00 p.m.**

Preceded by a Joint Board Meeting with Commissioner Hagan

CCCMHB Offices - Buckeye Room

Board Members

Eugenia Cash, CCCMHB
Darlene Darby Baldwin, ADASBCC
J. Robert Fowler, Ph.D., CCCMHB
Kathryn Gambatese, Chair, CCCMHB
L. Douglas Lenkoski, M.D., CCCMHB
Mary McElrath, Acting Chair, ADASBCC
Cynthia Miller, ADASBCC
Barbara E. Saltzman, Esq., CCCMHB
Terrance Wilkinson, ADASBCC

Directors

William M. Denihan, CCCMHB
Russell S. Kaye, Ph.D., ADASBCC

AGENDA

1. Welcome and Introductions

*Guests: Steven Zannoni, Project Management Consultants
Don Frantz, Metro Consulting
Renee Bacchus, County Prosecutor's Office*

2. Review and Approval of Minutes of April 29, 2008 Meeting
3. Space Program Review
4. Legal Update
5. Update on County's Financial Support
6. Next Steps
7. Other Business

Next Meeting: Tuesday, May 27, 2008, 4:00 p.m. - 6:00 p.m., ADASBCC Offices

List of Active Items for Continuing Discussion in Future Meetings

- Fund Development Sub-Committee
- Staff / Consumer Survey

CONSOLIDATION SITE REVIEW COMMITTEE MEETING
May 13, 2008

Board Members Present:

Russell Johnson, Chair, ADASBCC
Kathryn Gambatese, Chair, CCCMHB
Eugenia Cash, CCCMHB
Darlene Darby Baldwin, ADASBCC
Mary McElrath, ADASBCC
J. Robert Fowler, CCCMHB
Barbara Saltzman, CCCMHB
Terrance Wilkinson, ADASBCC

Guests:

Steve Zannoni, Director of
Project Management Consultants
Don Frantz, Metro Consulting, LLC
Scott Pick, Vice President, Equis
Brian Conroy, Equis
Jonathan Synpiewski, Equis

Directors:

William M. Denihan, CCCMHB
Russell S. Kaye, Ph.D., ADASBCC

Board Members Absent:

L. Douglas Lenkoski, M.D., CCCMHB
Cynthia Miller, ADASBCC

The meeting was called to order at 5:35 p.m. by Russell Johnson, Chair, ADASBCC. Members at the table and audience introduced themselves.

Minutes – ADASB staff noted that there was a correction to the last page of the Minutes under “Next Steps.” The last sentence was revised to read as follows: “Rose Fini and Renee Bacchus will work with Equis to resolve this issue.”

Upon motion of Mary McElrath, seconded by Barbara Saltzman and unanimously carried, the Minutes of the April 29th meeting were accepted as amended.

Ayes: 8
Nays: 0
Abstentions: 0

Space Program Review – Steve Zannoni distributed a Draft Space Program Summary. The current space utilized by both boards is 23,305 net square feet, with a circulation factor of 40% or 9,322 net square feet. This brings a total of 32,627 usable square feet, which is within the 35,244 square foot goal for the combined boards. This figure allows no tenants and no room for expansion. As was noted by the provider panel, one shortcoming identified by the providers when renovating new office space not planning enough space for expansion. It was noted that the 50% estimate for public space might be too low. It should actually be closer to 75%.

Legal Update – Rose Fini was unable to attend the meeting but e-mailed a written Legal Framework Analysis to the Committee. The following areas were discussed:

1. The new board would not have the power to appropriate (or take by eminent domain) any land and/or building that meets the needs of the new Board, thus avoiding the competitive process. The County Commissioners could, however, exercise eminent domain on behalf of the new Board, if they chose to do so.

2. The new board will be able to engage in the lease-purchase option, within a framework established by the new Board rather than the procedures included in ORC Section 307.02.
3. It has been agreed that the new Board will most likely be able to issue one document which includes the building specifications, the RFP process and the competitive bid process.

Steve Zannoni further stated that he understood that the RFP to purchase land or a building must be very definitive. A lease and renovation can be more liberal with the new Board being able to negotiate and have more flexibility. The prospective bidder can respond to whichever RFP they select. The new board does not have to accept any of the bids nor accept the lowest bid. It was suggested that the term “best value” be used rather than lowest cost. It was noted that a Legal Notice would be needed, but that the RFP could also be sent to interested parties.

Discussion followed regarding the method of releasing a single or multiple RFPs. In order to compare each proposal in its respective category, it may be best to release two RFPs. One would be for a lease with tenant improvements (which we would be able to negotiate), and another RFP with a lease and/or lease/purchase. Another suggestion was to release a single RFP for a purchase, one for a lease/purchase, and another for a lease.

Bill Denihan stated he would ask Rose for further legal advice regarding clearer definitions for a purchase, lease/purchase, and lease, in terms of negotiations. It was further noted that the new board cannot release an RFP until the legislation is adopted. We can begin to prepare the RFP.

County Financial Support – Bill Denihan and Russ Kaye reported that they have met with Dennis Madden and that the County has indicated it is willing to support or finance the new board if we were to buy an existing building and renovate, or lease an existing building and renovate. They do not support us in building a new building.

Don Frantz stated that the original figures submitted by Metro at the April 15th meeting were without any financial support from the County. It was suggested that we get some kind of numbers from the County Commissioners as to what is the maximum amount they would be comfortable with lending and at what rate.

Confidential Market Survey – Scott Pick from Equis distributed a Confidential Market Survey which highlighted some of the available properties in the near east side, near west side and downtown areas. This is what is available today. Properties are subject to change daily. It was noted that tenant improvement costs were dependent upon the landlord’s investment in the property, the tenant’s credit, and the terms of the lease.

Next Steps:

1. Bill Denihan will follow up with Dennis Madden regarding the above issues around financial support.
2. Bill Denihan will ask Rose to clarify the legal questions noted above.
3. Equis has worked with Renee and Rose regarding a draft broker contract. They will review the contract and see if it meets the County Prosecutor’s criteria.

Next Meeting: The next meeting is scheduled for May 27th at the ADASB offices.

There being no further business, the meeting was adjourned at 7:00 p.m.