

ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY

EXECUTIVE COMMITTEE MINUTES APRIL 16, 2014

Committee Members Present: Harvey A. Snider, Esq., David E. Biegel, Ph.D., Eugenia Cash, LSW, MSSA, CDCA, Rev. Benjamin F. Gohlstein, Sr., J. Robert Fowler, Ph.D., Pythias D. Jones, M.D., Ericka Thoms / **Absent:** None

Board Staff Present: William M. Denihan, C.E.O., Frank Brickner, Tami Fischer, Valeria Harper, Carol Krajewski, Scott Osiecki, Farid Sabet, M.D.

Board Chair, Harvey Snider, called the Executive Committee meeting to order at 4:00 p.m.

1. APPROVAL OF MINUTES

The Executive Committee minutes of January 16, 2013, were approved as submitted.

2. PERSONNEL: TABLE OF ORGANIZATION

Mr. Denihan stated that he has determined it necessary to add a non-bargaining unit position to the ADAMHS Board's Table of Organization (T.O.) in the External Affairs Department. Currently, the External Affairs Department consists of two individuals—the Director and a Training Officer; while prior to the layoff in 2011, this department consisted of 4 people.

Given that the ADAMHS Board aims to increase the Board's social media presence to reach the community on an immediate and ongoing basis coupled with the fact that the Faith-based Outreach Committee has developed an action plan that requests staff support for planning and implementation of culturally competent work products that include: faith-based events, trainings, written and electronic materials, and outreach efforts, an entry level position is needed to support these efforts.

It was noted also that the External Affairs Dept. has an increasing workload that requires additional staff to handle:

- Development of a new services directory,
- Marketing of the CIT program,
- Increased presentations to schools and other groups regarding heroin and other behavioral health issues; health fairs and Speakers Bureau requests,
- Coordinating trainings and processing evaluations and issuing CEUs.

[Ericka Thoms arrived.]

As the Board can cover the cost of this position within its current administrative line, no new funds are needed for this recommendation. Mr. Denihan stated that his rationale for requesting approval is to be transparent when making additions to the T.O. The proposed new position, External Affairs Specialist, will be a full-time, entry-level position in the bargaining unit reporting directly to Mr. Osiecki.

Motion to recommend approval of adding a new bargaining unit position, External Affairs Specialist, to the ADAMHS Board's Table of Organization to the full Board. MOTION: B. Gohlstein / SECOND: P. Jones / AYES: D. Biegel, E. Cash, R. Fowler, B. Gohlstein, P. Jones, E. Thoms / NAYS: None / ABSTAIN: None / **Motion passed.**

3. STRATEGIC PLAN

Mr. Denihan explained that Board staff recommends continuing the ADAMHS Board's Strategic Plan, embraced over the last few years, by augmenting it to adjust to changes and other behavioral healthcare challenges occurring at the local, state and national levels, revenue issues, and increasing demands for the ADAMHS Board of Cuyahoga County to do more with less while demonstrating the effectiveness of its planning, oversight and advocacy activities. This process will enable the Board to conduct a needs assessment and to advance a year under Medicaid Expansion while using the S.H.A.R.E.S. system. When approving the original Strategic Plan, it was considered a living document; therefore, this recommendation is to make the essential changes needed at this time.

Dr. Garrity, Director of QI/Evaluation and Research, noted that the strategic area initiatives include Leadership, Finance, Programming, Legal and Risk Management, Advocacy and Social Marketing, Human Resources, Information Technology, and Quality Improvement, Evaluation and Research. Board staff has been putting initial data and goals together and would like to present this information to the Board of Directors in the May meeting cycle.

Proposed Timeline:

- **October – December, 2013** - Input gathered from Board staff, Provider staff, consumers, community stakeholders and Board members on important areas and new programming needed, through community meetings held with an open discussion format.
- **January – March 2014** - Executive staff reviews various data and input gathered, and prepares drafts of Strategic Plan goals and steps relative to the areas they oversee, and review and revise these in a series of discussions led by CEO.
- **April 2014** - CEO discusses Strategic Plan Update with Board Executive Committee.
- **May 2014** - CEO and Executive Staff present draft of 2014 -2016 Strategic Plan to Board of Directors for their review and input.

Dr. Biegel suggested further consideration around the timing of a needs assessment. He suggested that it might be advisable to recommend adjustments to the existing Strategic Plan on an interim basis in order to approve the extension of the current plan.

Discussion followed. Dr. Biegel stated that if the needs assessment is conducted in 2015, then it would support the formation of the next Strategic Plan in 2016. Mr. Denihan noted that he would like to have further consultation with Dr. Biegel to include specific language in the proposed resolution.

Motion to recommend authorization to extend the ADAMHS Board's current Strategic Plan through CY2016 to the full Board. MOTION: B. Gohlstin / SECOND: R. Fowler / AYES: D. Biegel, E. Cash, R. Fowler, B. Gohlstin, P. Jones, E. Thoms / NAYS: None / ABSTAIN: None / **Motion passed.**

4. EXECUTIVE SESSION

Mr. Snider announced the need to enter into Executive Session for the purpose of discussing several legal issues.

Motion to enter into Executive Session. MOTION: R. Fowler / SECOND: B. Gohlstin
A roll call vote was taken. AYES: H. Snider, E. Cash, P. Jones, R. Fowler, D. Biegel, B. Gohlstin, E. Thoms
NAYS: None / **Motion carried.**

The Executive Committee met in Executive Session in the Cardinal Room.

Upon Board members return to the Ohio Room, a motion was entertained to exit the Executive Session and resume the Executive Committee meeting.

Motion to exit the Executive Session. MOTION: D. Biegel / SECOND: E. Cash
A roll call vote was taken. AYES: H. Snider, E. Cash, P. Jones, R. Fowler, D. Biegel, B. Gohlstin, E. Thoms
NAYS: None / **Motion carried.**

There being no further business to discuss, the meeting adjourned at 5:00 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: Harvey A. Snider, Esq., ADAMHS Board Chairperson