

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

Site/Location Review Committee

**Tuesday, June 24, 2008
4:00 p.m. - 6:00 p.m.**

ADASBCC Offices

Board Members

Eugenia Cash, CCCMHB
Darlene Darby Baldwin, ADASBCC
J. Robert Fowler, Ph.D., CCCMHB
Kathryn Gambatese, Chair, CCCMHB
Russell E. Johnson, Chair, ADASBCC
L. Douglas Lenkoski, M.D., CCCMHB
Mary McElrath, 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
2. Review and Approval of Minutes of June 10, 2008 Meeting
3. Legal Update
4. Consultant Contracts
5. RFP Preparation
6. Other Business

Next Meeting: Tuesday, July 8, 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
June 24, 2008

Board Members Present:

Russell Johnson, Chair, ADASBCC
Kathryn Gambatese, Chair, CCCMHB
J. Robert Fowler, CCCMHB
L. Douglas Lenkoski, M.D., CCCMHB
Barbara E. Saltzman, Esq., CCCMHB

Board Members Absent:

Darlene Darby Baldwin, ADASBCC
Eugenia Cash, CCCMHB
Mary McElrath, ADASBCC
Terrance Wilkinson, ADASBCC

Directors:

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

Linda D. Hayes, MCS Consulting

Staff Present:

Chris Paternoster, ADASBCC
Bill Tobin, ADASBCC

The meeting was called to order at 4:15 p.m. by Russell Johnson, Chair, ADASBCC. Members at the table and audience introduced themselves.

Minutes – The Committee reviewed and approved the Minutes of the June 10th Meeting as submitted.

Upon motion of Kathryn Gambatese, seconded by L. Douglas Lenkoski, and unanimously carried, the Minutes of the June 10th meeting were accepted as amended.

Ayes: 5
Nays: 0
Abstentions: 0

Legislation Update – It appears that the legislation, as amended by Representative Skindell is on the Governor's desk for signature.

Consultant Contracts – Russ Kaye distributed a letter from Equis thanking us for their consideration. He further reported that the current contract with PMC Consulting has been paid in full. No formal contract has been entered into with Equis as yet. It appears that Equis will do the real estate marketing analysis and PMC Consulting will do the RFP and space planning, with both organizations having their own responsibilities, but also working together on some areas. The responsibilities, as outlined, in the scope of work, will transfer back and forth between the two consultants.

William Denihan requested that this Committee ask that each Board authorize the staff to negotiate contracts, define the scope of work, and set caps so that contracts can be entered into and ratified at the next meeting.

Upon motion of Kathryn Gambatese, seconded by L. Douglas Lenkoski and unanimously carried, it was agreed that each Board would be asked for approval to authorize the staff to negotiate contracts with Equis and PMC.

Discussion followed. The need for a marketing analysis was discussed at length, as well as other language that was needed in the contract. It was noted that the content of the RFP will need to be decided upon by this Committee.

The motion was amended as follows:

Upon motion of Kathryn Gambatese, seconded by L. Douglas Lenkoski and unanimously carried, it was agreed that the ADASBCC and the CCCMHB will be asked to authorize staff to enter into negotiations to establish a contract with Equis and PMC Consulting.

Ayes: 5
Nays: 0
Abstentions: 0

Russ Kaye and William Denihan will negotiate, sign and bring back the contracts for ratification at the next meeting of this Committee.

Other Business – William Denihan reported that at the last meeting he and Russ Kaye were asked to meet with the County Commissioners to clarify the following:

1. What do the Commissioners mean when they say they are “comfortable” with the BHB buying an existing building?
2. Do the Commissioners have a building they can give us?
3. Do the Commissioners have a building they can sell us?
4. Will the Commissioners issue General Obligation (GO) Bonds to finance a purchase of a building since their debt capacity is no longer an issue?
5. Will the Commissioners buy a building for us, and then we will lease from them? (This helps avoid long and complicated competitive bid process.)

It was noted that Russ and Bill have asked for the meeting but it has not yet been scheduled.

Trustees were reminded of the Board Retreat scheduled for Saturday, June 28th, from 8:30 a.m. to 2:00 at the Idea Center.

Next Meeting: The next meeting of this Committee will be July 8th from 4:00 to 6:00 p.m., at the ADASBCC offices.

The Steering Committee is scheduled to meet Monday, June 30th, from 5:00 p.m. to 7:00 p.m. at the Mental Health Board offices.

There being no further business, the meeting was adjourned at 5:15 p.m.