

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

Executive Steering Committee (ESC)

Monday, April 21, 2008

5:00 p.m. – 7:00 p.m.

CCCMHB Offices - Buckeye Room

Board Members

Eugenia Cash, CCCMHB
Darlene Darby Baldwin, ADASBCC
Kathryn Gambatese, Chair, CCCMHB
Russell E. Johnson, Chair, ADASBCC
L. Douglas Lenkoski, M.D., CCCMHB
Mary McElrath, ADASBCC

Directors

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

Advisory Members (Non-Voting)

Gwendolyn Haywood, ADAS CAC
Joan Leeb, CCCMHB ACAC

County Prosecutor's Office

Renee Bacchus

AGENDA

1. Welcome and Introductions
2. Review and Approval of Minutes of March 10, 2008 Meeting
3. De-briefing of Board Member Retreat and Next Steps
4. Discussion of Recommendations of the AOD Directors' Association
Consider establishing a facilitated Board/Provider Relations Sub-Committee
5. Provider Forum
6. Other Business

**Next Meeting: Monday, May 5, 2008
5:00 p.m. – 7:00 p.m.
CCCMHB Offices - Buckeye Room**

List of Active Items for Continuing Discussion in Future Meetings

- State Departments and Future Financial Matters
- Funding Issues (Financial Equity)

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Monday, April 21, 2008

5:00 p.m. – 7:00 p.m.

CCCMHB Offices

ADASBCC Members Present:

Darlene Darby Baldwin
Russell S. Kaye, Ph.D., Executive Director

Chris Paternoster, ADASBCC Staff

Advisory Member (non-voting):

Gwendolyn Haywood, ADAS CAC

CCCMHB Members Present:

Kathryn Gambatese, CCCMHB Chair
L.Douglas Lenkoski M.D.
William M. Denihan, CEO
Eugenia Cash

Rose Fini, CCCMHB Staff
Scott Osiecki, CCCMHB Staff
Cassandra Richardson, CCCMHB Staff
Tami Fischer, CCCMHB Staff
Vicki Roemer, CCCMHB Staff
Maggie Tolbert, CCCMHB Staff
Valeria Harper, CCCMHB Staff

Ms. Katheryn Gambatese, CCCMHB Chair, called the meeting to order at 5:15 p.m.

Welcome and Introductions:

Ms. Gambatese welcomed all in attendance along with introducing the newest member to the committee, Gwendolyn Haywood. Ms. Haywood is a member of the ADAS CAC and will serve as an Advisory Member of the committee. Ms. Haywood introduced herself to the group and gave a brief history of her life and experiences with both AOD and MH issues.

Approval of Minutes from March 10, 2008 Meeting:

Ms. Gambatese asked for approval of the minutes from March 10, 2008. The motion was passed and the minutes were approved.

De-briefing of Board Member Retreat and Next Steps:

Mr. Kaye gave a de-briefing of the information compiled at the Joint Board Retreat. Anne Kent supplied all Board members with a copy of what was compiled. Mr. Kaye went over the document that was supplied such as describing how the day was designed and broken down in the document. One consistency found was that members of both Boards would like to hold another retreat similar to this one to get to know each other better.

Topics of the retreat were: one word that describes what you are feeling at the beginning of the retreat pertaining to the consolidation; Shared values; one word that describes how you feel about the consolidation at the end of the retreat.

Mr. Denihan spoke on his view of how the retreat went. He described how the words had changed from the beginning of the retreat to the words given at the end of the retreat and that the shared values were remarkable similar between the Boards. Some of the other discussions that

took place at the retreat were expectations of the County Commissioners and the search for next Director.

It was asked if Ms. Kent could come to the May 5th meeting to answer some questions that the group may have pertaining to the outcomes of the retreat.

The discussion then turned to the last page of the summary, which describes the identified next steps. Copies of this page was distributed to the group in attendance.

The steps were:

1. Schedule meeting with County Commissioners

▪ **Collectively or via individual relationships**

- Mr. Kaye & Mr. Denihan will be meeting with Mr. Madden on Monday April 28th. It was indicated that Mr. Hagan is receptive to a meeting with both Boards, however would like a list of questions that he may be asked before the meeting.
- Meeting date of Tuesday, May 13, 2008 at 4:00pm-6:30pm at the CCCMHB offices on the 2nd Floor was chosen contingent on Mr. Hagan's schedule.
- The meeting will consist of answer/question with the commissioners along with information sharing with the Board of Governors. This will be a public meeting and a notice will be sent out.

2. Continue joint meetings/retreats of two boards

- Ms. Kent was asked when she felt it would be best to hold another retreat and her response was to wait until some milestones are met. She also recommended not do hold it until after June 1st because by then it is hopeful that the new facilitator will be on board and will be able to organize and run the retreat.
- The proposed date for the next joint board retreat is Saturday, June 28th at 9:00am-2:00pm, location to be determined. The Idea Center was proposed and Mr. Denihan will be following up with that request.

3. Share the rosters with contact information of the two boards

- Ms. Paternoster was asked to take care of this next step.
- One suggestions to assist in information sharing is the distribution of the Board packets to the other Board and to have an open invitation to the other Board to be in attendance at some of the meetings. This will assist in exchange of information. It was also recommended that Board packets be available on our internet site or that for the first couple of months packets be supplied then after that use of the internet is an option.

4. Determine name for new organization

- Mr. Scott Osiecki and Ms. Julie Fogal are working on this project. The hope is to have the whole community involved in the naming process. Ms. Darby Baldwin asked if she could assist with this project and it was decided that the three of them would work on the project, however the facilitator would implement the actual work.

5. Determine protocol for executive search

- A subcommittee was discussed and the following Board members were recommended for the committee: Lisa Thomas, Darlene Darby Baldwin, Mary Warr, Russ Johnson, Kathy Gambatese and Thomas Deegan.

6. **Take concrete steps to educate each other**
 - **Meetings with executive directors**
 - **Agency visits**
 - **Agency budgets with line items**
 - **Nine jointly funded agencies “tell us how it’s done”**
 - It was agreed that some of these meetings can be set for future dates as there is a year before the finalization of the consolidation.
7. **Reach out to counties where ADA & MH have already consolidated and to nonprofits who have merged, e.g. Recovery Resources, Applewood Centers**
 - **Lessons learned**
 - **Obstacles to success**
 - It was decided that a panel of 3-4 recently merged agencies would be asked to come to the May 13th Joint Meeting to answer questions pertaining to the merger and what was learned.
8. **Provide periodic status reports of the eleven committees to both boards**
 - It was decided that a Joint meeting will be held on Thursday, July 17th to get a report from all the consolidation teams.
9. **Plan for a retreat of “new” board in 2009**
 - This will be put on hold for a future discussion.

Discussion of Recommendations of the AOD Directors’ Association: Consider establishing a facilitated Board/Provider Relations Sub-Committee

Mr. Lisy supplied the committee with a document that the AOD Directors’ Association had compiled that contain recommendations to the Steering Committee. It was stated that since the document was written the AOD Directors’ Association and the Council of Agency Directors (CAD) had a joint meeting and discussed the recommendations. A revised document was submitted at the meeting that contained additional combined recommendations.

Provider Forum:

Other Business:

The following meetings were scheduled:

- Tuesday, May 13, 2008, Joint BOG Meeting from 4:00pm-6:30pm at the CCCMHB offices on the 2nd Floor. Topics of discussion will be: 1) Meet with Commissioner Hagan pertaining to the consolidation, 2) Panel of 3-4 recently merged agencies to discuss and answer questions pertaining to their merger obstacles/lessons learned.
- Saturday, June 28th, Joint BOG Retreat from 9:00am-2:00pm. If on board the MCS will facilitate this retreat. Location to be decided. The topics that will be determined by the information obtained at the May 13th Joint Meeting. Topics: Facilitator, Orientation, Bi-Laws, Site and Executive Director Search.
- Thursday, July 17th, Joint BOG Meeting from 5:00pm-7:30pm at the CCCMHB office, 2nd Floor. Topic of discussion will be status reports from the Consolidation Teams.

The Steering Committee will meet next on Monday, May 5, 2008 - 5:00 p.m. to 7:00 p.m. at the CCCMHB offices.

There being no further business, the meeting was adjourned at 7:10 p.m.