

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

**Executive Steering Committee (ESC)**

**Monday, June 30, 2008**

**5:00 p.m. – 7:00 p.m.**

**CCCMHB Offices - Buckeye Room**

Board Members

Eugenia Cash, CCCMHB  
Darlene Darby Baldwin, ADASBCC  
Kathryn Gambatase, 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

Facilitators

Elsie Day, Marlene Stoiber

**AGENDA**

1. Welcome and Introductions
2. Review and Approval of Minutes of June 16, 2008 Meeting
3. June 28, 2008 Retreat De-Briefing
4. Facilitators Activities
5. Sub-Committee Reports
  - Site Sub-Committee
  - Bylaws Sub-Committee
6. Future Meetings
  - Joint Boards Meeting - July 17, 2008
  - Blueprint Retreat – September Date
7. Provider Forum
8. Other Business

**Next Meeting:**

Monday, July 14, 2008  
5:00 p.m. – 7:00 p.m.  
CCCMHB Offices - Buckeye Room

**Discussion Items Future Meetings:**

State Departments & Finances  
Funding Issues/Equity  
State Legislation/Naming Process

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**Board Members**

Kathryn Gambatese, Chair, CCCMHB  
Russell E. Johnson, Chair, ADASBCC  
Mary McElrath, ADASBCC

**County Prosecutor's Office**

Renee Bacchus, Esq.

**Directors**

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

**Advisory Members (Non-Voting)**

**Consultants**

Elsie Day, Esq.  
Marlene Stoiber, Ph.D.

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Ms. Kathryn Gambatese, CCCMHB Chairperson, called the meeting to order at 5:15 p.m. A quorum was not achieved, but discussion was conducted on all items on the agenda.

**Welcome and Introductions:**

Ms. Gambatese welcomed all in attendance.

**Approval of Minutes from June 16, 2008 Meeting:**

Approval of the minutes from the June 16, 2008 meeting will be delayed until the next meeting when a quorum is in attendance.

**June 28, 2008 Retreat De-Briefing:**

Ms. Day reported that the Board members attending the retreat on June 30, 2008 fully participated and made progress in further framing the consolidation issues to be addressed by the Boards and the process to accomplish their responsibilities. The summary report on the retreat will be presented at the July 14, 2008 meeting of the Executive Steering Committee. Several legal questions were raised at the retreat and Ms. Bacchus provided the following responses:

- Time served on current Board does not count towards the calculation of time on the new Board since this is a totally new Board and appointment.
- Time served on the provisional decision-making authority shall not count towards the calculation of time on the new Board

Director Kaye requested that these opinions be submitted in writing and Ms. Bacchus agreed to provide such documentation. Conflicts of interest may arise on the new Board, but they will be addressed according to established standards. Ethics training would be useful for the provisional decision-making authority and the new Board. Based on the results of the retreat, it was recommended that a provisional decision-making authority be established. Various issues were discussed including:

- Number of names to be submitted for the provisional decision-making authority
- Qualities/backgrounds of the membership
- Content of the resolution to be passed by the Board of County Commissioners
- Ratification of decisions when permanent Board is established

Based on the retreat, it was also recommended that the following Ad Hoc Committees be established:

- Board Membership & Transition
- Board CEO Selection
- Board Orientation

It was agreed that action on the recommendations on a provisional decision-making authority and the establishment of the ad hoc committees should be taken at the next ESC meeting. A communication from the Chairpersons of the Boards should be sent to all membership addressing the following:

- Presentation of retreat report at next ESC meeting
- Instruction to breakout groups to meet if a meeting date was set at the retreat
- Request for Board members to indicate whether they are interested in being considered for membership on the new Board
- Reminder of the joint Boards meeting on July 17, 2008

#### **Facilitators Activities:**

Ms. Stoiber reported that various planning activities are underway to help organize staff Team responsibilities in preparation for the September 2008 Blueprint session. In addition, suggestions from service providers are being incorporated into planning activities. The Blueprint session will bring together all of the activities of the various stakeholder groups that are designed to accomplish a successful consolidation. A comprehensive calendar of activities, persons responsible, and deadlines will be one of the outcomes of the Blueprint session.

#### **Sub-Committee Reports:**

Future ESC agendas will include reporting from all consolidation sub-committees.

- Site Sub-Committee-next meeting July 8, 2008
- Bylaws Sub-Committee-no report

#### **Future Meetings:**

- Joint Boards meeting on July 17, 2008-orientation is the primary objective of this meeting and preference is to have a simple one-page summary on each Board that provides information that is necessary for a Board member to serve. Some attention should also be placed on the differences between the two Boards. Chief Denihan and Director Kaye will be responsible for preparing the information for the orientation.

#### **Provider Forum:**

There were no service providers in attendance, so there was no discussion.

#### **Other Business:**

There was no other business at this meeting.

#### **Next Meeting:**

The next meeting of the Executive Steering Committee will be on Monday, July 14, 2008 - 5:00 p.m. to 7:00 p.m. at the CCCMHB offices.

There being no further business, the meeting was adjourned at 6:45 p.m.