

The Behavioral Health Board of Cuyahoga County (working title)
Executive Steering Committee (ESC)
Monday, July 14, 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
County Prosecutor's Office
Renee Bacchus, Esq.

Directors

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

Advisory Members (Non-Voting)

Gwendolyn Haywood, ADAS CAC
Joan Leeb, CCCMHB ACAC

Consultants

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

AGENDA

1. Welcome and Introductions
2. Review and Approval of Minutes of June 16 & 30, 2008 Meetings
3. June 28, 2008 Retreat Report & Recommendations
4. Resolutions on Provisional Decision-Making Authority & Ad Hoc Committees
ACTION REQUIRED
5. Consultants Activities
6. Sub-Committee Reports (in person or written report)
 - Site Sub-Committee
 - Bylaws Sub-Committee
7. Future Meetings
 - Joint Boards Meeting - July 17, 2008
 - Blueprint Retreat – September Date
8. Provider Forum
9. Other Business

Next Meeting:

Monday, July 28, 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

The Consolidated Board of Cuyahoga County (working title)
Executive Steering Committee (ESC)
Monday, July 14, 2008
5:00 p.m. – 7:00 p.m.
CCCMHB Offices

Board Members

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

Advisory Members (Non-Voting)

Gwendolyn Haywood, ADAS CAC
Joan Leeb, CCCMHB ACAC

Guests

Rose Fini, Esq., staff CCCMHB
Maureen Dee, representing providers' associations

Directors

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

Consultants

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

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 and asked each person to introduce themselves.

Approval of Minutes from June 16 & 30, 2008 Meeting:

Approval of the minutes from the June 16 & 30, 2008 meetings will be delayed until the next meeting when a quorum is in attendance.

June 28, 2008 Retreat Report & Recommendations:

Chairperson Gambatese indicated the retreat was successful and productive. It allowed members of the two Boards to get to know each other better and timidity is giving way to comfort. The final report on the Retreat was circulated. Ms. Day reported that 28 people attended the retreat-20 Board members, 4 staff, and 4 consultants. Areas covered included consolidation progress, consultants' experience and responsibilities, the process of change, provisional decision-making authority, draft bylaws, decisions that need to be made by the Board, specific questions related to each decision, and the best structure to make decisions. Based on the discussions at the retreat, Ms. Day presented the following recommendations:

- Proceed with establishment of the provisional decision-making authority to provide members with the opportunity to work together, make provisional decisions, and learn about both organizations resulting in a smooth transition on July 1, 2009.
- Establish additional sub-committees including Board Membership & Transition, Board CEO Selection, and Board Orientation.

Chairpersons Gambatese and Johnson discussed assignment of Board members to these sub-committees that were not in attendance on the day of the retreat.

Consultants Activities:

Ms. Stoiber reported that various planning activities continue to occur to prepare for the September 2008 Blueprint session. A meeting with Team Chairpersons is scheduled for July 2008 and a retreat is planned for August 2008. A meeting with the Chairpersons of the

providers' associations is also scheduled to discuss a document developed by the associations and to plan for a meeting with all contract providers of both Boards.

Sub-Committee Reports:

- Site Sub-Committee-the Directors will ask the County whether they can prepare the RFP for site planning and if not, whether the County will pay for consultants to prepare the RFP. The Directors will also meet with PMC and Equis to determine the cost of preparing the RFP. Site Sub-Committee will not meet on July 22, 2008 if the Directors do not make progress on their assignments.
- Bylaws Sub-Committee-there is a final draft of the Bylaws with will be reviewed after establishment of the provisional decision-making authority.

Discussion Items for Future Meetings:

- State legislation authorizing establishment of a consolidated Board has passed and should be removed from the list of future items.
- State Departments & Finances-funding may not grow over the next few years due to the bleak picture in government.

Resolutions on Provisional Decision-Making Authority & Ad Hoc Committees:

Ms. Fini circulated a resolution and summary on the resolution that included:

- Establishment of the ADASBCC and CCCMHB Consolidation Board Membership Selection Committees to recommend nominations to the newly consolidated Board, terms, which individuals represent mental health programs or facilities or alcohol or drug addiction programs, and whether they will be nominated by the BOCC, ODMH or ODADAS. The deadline for recommendations to the ESC would be September 22, 2008 with approval by full Boards no later than September 26, 2008. Failure to meet these deadlines would result in discontinuance of those committees and give the authority to ESC.
- Establishment by the BOCC of the consolidated Board on July 1, 2009, the BOCC appointees, and provisional decision-making authority.

Discussion on the benefits of this approach ensued. Questions were raised on establishment of the other sub-committees such as Board CEO Selection and Board Orientation. It was explained by Ms. Fini that these committees could be established after the consolidated Board was established by the BOCC and given provisional decision-making authority. Chairperson Johnson expressed concern that delaying establishment of the sub-committees would negatively affect the momentum generated at the retreat. The question of when and how officers of the new Board would be selected was raised and Ms. Fini suggested that the provisional decision-making authority would do that. Chairpersons Gambatese and Johnson agreed to meet before the joint Boards meeting on July 17, 2008 to determine the best course of action. Advisory members expressed appreciation for being included in the ESC and part of this conversation

Future Meetings:

- Joint Boards meeting on July 17, 2008-It was agreed that Ms. Bacchus should be invited to the July 17, 2008 joint Boards meeting.
- Blueprint Retreat in September-it was agreed that this session should be on a week-day and a date in the third week of September should be considered. Advisory members to the ESC will be invited to the Blueprint session.

Provider Forum:

Ms. Dee circulated and explained a document prepared by the provider associations addressing best practices on reimbursement, information technology, auditing and compliance, information sharing and communications, contracts, training, provider relations, and service delivery. Ms. Dee emphasized a desire to improve services for clients/consumers. Directors Kaye and Denihan explained that all actions taken in consolidation should result in improved services. Ms. Dee added that access and retention are important factors in service delivery. Discussion related to dual diagnosis occurred suggesting that there should be one plan that addresses all issues. In response to a question by Director Kaye, Ms. Dee explained that the recommendations of the providers' associations were not research-based best practices, but based on experience.

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 28, 2008 - 5:00 p.m. to 7:00 p.m. at the CCCMHB offices.

There being no further business, the meeting was adjourned at 7:05 p.m.