

**The Consolidated Board of Cuyahoga County (working title)
Executive Steering Committee (ESC)
Monday, September 22, 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
L. Douglas Lenkoski, M.D., CCCMHB
Mary McElrath, Chair, 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 August 25, 2008 Meeting
3. Consultants Activities
 - Teams
 - Provider Agencies
 - County
 - Consumers
 - Communications
 - Blueprint Session on October 17, 2008
4. Committee & Task Group Reports (in person or written report)
 - Consolidation Board Membership Selection Committee including Recommendation on Membership of Consolidated Board to CCCMHB & ADASBCC
 - Site Committee
 - Consolidation CEO Selection Task Group
 - Consolidation Board Orientation & Communications Task Group
 - Consolidation Board Transition Task Group
5. Provider Forum
6. Other Business

Next Meeting:

October 27, 2008
5:00-7:00 p.m.

Discussion Items Future Meetings:

State Departments & Finances
Funding Issues/Equity

The Consolidated Board of Cuyahoga County (working title)
Executive Steering Committee (ESC)
Monday, September 22, 2008
5:00 p.m. – 7:00 p.m.
CCCMHB Offices

Board Members

Kathryn Gambatese, Chair, CCCMHB
Mary McElrath, Chair, ADASBCC
Darlene Darby Baldwin, ADASBCC
Eugenia Cash, ADASBCC
L. Douglas Lenkoski, M.D., CCCMHB
Amy Leopard, ADASBCC
Cynthia Smith, ADASBCC
Charlotte Still Noble, ADASBCC

Advisory Members (Non-Voting)

Joan Leeb, CCCMHB ACAC

Directors

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

Consultants

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

County Prosecutor's Office

Renee Bacchus, Esq.

Ms. Kathryn Gambatese, CCCMHB Chairperson, called the meeting to order at 5:10 p.m.

Welcome and Introductions:

Ms. Gambatese welcomed all in attendance and introductions followed.

Approval of Minutes from July 28, 2008 Meeting:

A correction to the minutes of August 25, 2008 was made indicating that Mary McElrath had been on the ESC prior to Russell Johnson's resignation from the ADASBCC. The minutes for August 25, 2008 were approved as amended.

Consultants Activities:

Ms. Day provided the following updates on the activities of the consultants.

• **Teams**

A retreat of staff Co-Chairpersons was held on August 27, 2008 to discuss primary products and areas requiring participation of other staff teams, providers, and consumers. A follow-up meeting is scheduled on October 6, 2008 to obtain progress reports.

• **Provider Agencies**

The provider session was held on September 15, 2008 to identify issues related to consolidation requiring the participation of contract agencies. A follow-up meeting is scheduled with leadership of the provider associations to determine next steps.

• **County**

A meeting was held with Cuyahoga County directors on September 11, 2008 to discuss consolidation. Another meeting will be scheduled to include Cuyahoga County justice organizations. In addition, discussions will be held with Rick Werner and Gail Long to prepare for presentation of resolutions associated with establishment of the Consolidated Board and appointment of members.

- **Consumers**

A meeting is scheduled for September 23, 2008 at 5:00 to 6:30 p.m. to discuss consolidation. The consultants will facilitate this session.

- **Communication**

A consolidation newsletter was circulated to the complete e-mail list maintained by both Boards for general communications.

Blueprint Session

The blueprint session will be held on October 17, 2008 at 1:00 to 4:00 p.m. It will be designed to integrate the consolidation work of Board members and staff, provider agencies, and consumers.

Committee & Task Group Reports:

- **Consolidation Board Membership Selection Committee**

Eugenia Cash, Co-Chairperson of the Membership Selection Committee recognized the diligence of the members and consultants associated with this committee. Amy Leopard, Co-Chairperson presented the process and recommendation of the committee. Several legal questions were raised that were addressed by legal counsel. There was also discussion on the original expectation that nine members would be “grandfathered” from each Board. The language in the law requires nine with an interest in MH and nine with an interest in AOD. A questionnaire was circulated to all current members of both Boards to determine whether they wanted to be considered for membership on the new Board and obtain background information. Questions addressed the legal requirements, demographics, time availability, expertise, motivation for their involvement, and conflict of interest. Based on a review of all of these elements, there were only six of the current ADASBCC members interested in and eligible to be placed on the new Board. After much consternation, it was determined that three of the current CCCMHB members could be designated as having an interest in AOD, in addition to the six ADASBCC. Eight members of the current CCCMHB were recommended for membership on the new Board. There was no recommendation to fill the required psychiatrist position on the Board. Dr. Lenkoski is willing to fill that position until a replacement is found, but does not want to continue for a long period of time given his many years of service already provided to the CCCMHB. Assignment of terms considered various factors including current length of service, attendance, and designation of interest in AOD. It was agreed that the CCCMHB members with a designation of an interest in AOD would be assigned shorter terms. In addition, there was a recommendation that an Advisory Committee be established that would allow members of the existing Boards to continue to contribute to the new Board. The Membership Selection Committee unanimously passed the resolution recommending appointment of 17 individuals to the new Board and establishment of the Advisory Board with recommended members (attached). Finally, there was a decision to request the CCCMHB members designated as having an interest in AOD on the new Board attend the current ADASBCC meetings to become more familiar with their operations and educate themselves on becoming effective advocates.

There was considerable discussion on the recommendation of this Committee. Dr. Kaye spoke in opposition to the recommendation citing the potential for a lack of equity and partnership in governance, failure to achieve the original intent of having 9 members

“grandfathered” from each Board, and the possible negative symbolism related to AOD needs and services this conveys to staff, clients, service providers, and the community in general. Dr. Kaye recommended that the Executive Steering Committee request that the Membership Selection Committee reconvene and find a balanced solution. There were additional comments from members, staff, and guests including:

- Individuals that have been recommended to become a member of an existing Board, that are not currently members of that Board, are not considered a member until sworn in and therefore could not be considered for appointment to the new Board
- The questionnaire requested information that was already provided and some may have felt uncomfortable providing this information
- There is an artificial deadline for recommendation of new members, which could be extended
- Work of the Committee was done within the parameters established, considering many factors
- Perhaps the real issues concern distribution of funds and power
- Why do individuals assume that members of the CCCMHB do not or will not advocate on behalf of AOD-many have a background in both areas
- An interest in AOD does not guarantee expertise
- Need to look forward to opportunities in new Board-new system, ability to provide meaningful input, need to push along and work through this issue
- The original intent was to have 9 members from current CCCMHB and 9 members from the ADASBCC, but the reality of those eligible did not allow for that

The Executive Steering Committee voted unanimously to accept the recommendation of the Consolidation Board Membership Selection Committee to be presented to both the CCCMHB and ADASBCC at their next meetings.

- **Site Committee**

The RFP is being developed by Equis and Project Management Consultants. The Site Committee will convene after proposals are submitted.

- **CEO Selection Task Group**

Ms. Darlene Darby Baldwin, Co-Chairperson, reported on the CEO Selection Task Group and circulated a report. All current Board members responded to a survey on their preference on the extent of the search. The results were:

- Limit selection to two current CEOs – 68%
- Open to broader local search – 16%
- Open to national search – 16%

The Task Group held discussions with Dr. Kaye and Mr. Denihan to learn of their interest in the CEO position and discuss various transitional issues. An e-survey was circulated to selected staff and contracted providers of the two Boards related to the CEO and challenges for the new Board. Finally, the CEO job description has been developed.

- **Orientation & Communication Task Group**

Dr. Kaye reported on the Orientation & Communications Task Group and circulated a report. The Task Group has discussed the following activities

- Conducting a retreat for new Board members soon after their establishment
- Organizing information gathering sessions with representatives from consolidated Boards in Ohio and Michigan
- Organizing information gathering sessions with consumers, trade/professional associations, service providers, advocacy groups
- Conducting a training session and developing a Board Manual for the new Board just prior to its establishment on July 1, 2009
- Encourage cross attendance at Board meeting and reporting on all Board meetings on progress of consolidation

The next meeting of this Task Groups is scheduled for October 15, 2008 and will focus on naming of the Board and messaging.

- **Transition Task Group**

Ms. Cynthia Miller, Co-Chairperson reported on the Transition Task Group and circulated a report. This Task Group has drafted a list of responsibilities that the Consolidated Board with provisional decision-making authority should address in order to achieve an efficient and fully functioning Board on July 1, 2009. Examples of the areas to be addressed include adopt By-laws, select officers and assign members to committees, select CEO, approve contracts for administrative office space, approve selected policies and procedures, select a name for the new Board, and approve the budget. This Task Group is scheduled to meet on October 6 & 21, 2008.

Provider Forum:

Comments from the audience were focused on the report of the Membership Selection Committee and are incorporated in that section of the minutes.

Other Business:

There being no further business, the meeting was adjourned at 7:00 p.m.