

# ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY

## JOINT PLANNING & FINANCE COMMITTEE MINUTES OCTOBER 18, 2017

**PRESENT:** Elsie Caraballo, J. Robert Fowler, Ph.D., Pythias D. Jones, M.D., Katie Kern-Pilch, MA, ATR-BC, Cassi Handler, Eugenia Kirkland, LSW, MSSA, CDCA, Harvey A. Snider, Esq., Mary M. Step, Ph.D., Ericka Thoms

**ABSENT:** Reginald C. Blue, Ph.D., Rev. Benjamin F. Gohlstin, Sr., Steve Killpack, MS,

**BOARD STAFF PRESENT:** Valeria Harper, CEO, Frank Brickner, Holly Butterfield, Cheryl Fratalone, John Garrity, Esther Hazlett, Myra Henderson, Derrick Kirklen, Carol Krajewski, Danei Nowosadzki, Scott Osiecki, Ralph Piatak, Maggie Spellman, Linda Torbert

### 1. CALL TO ORDER

Dr. Fowler, Planning & Oversight Committee Chair, called the meeting to order at 4:00 p.m. and explained that he would be chairing the Planning & Oversight portion of the meeting were items will be discussed; voting will take place later in the agenda under the Finance portion of the meeting.

### 2. APPROVAL OF MINUTES

The minutes of the September 13, 2017 Joint Planning & Finance Committee were approved as submitted.

### 3. CURES ACT FUNDING FOR AOD PEER RECOVERY SUPPORT INITIATIVES

#### a) **Pilot Peer Recovery Support: Quick Response Team**

Adult Behavioral Health Specialist, Derrick Kirklen, introduced representatives connected with the Quick Response Team project, Katie Kurtz, Clinical Manager, City of Lakewood, and Erin Helms, Executive Director of the Woodrow Project. A handout was distributed that outlined Project SOAR (Supporting Opiate Addiction Recovery) a Quick Response Team (QRT) model that utilizes Peer Recovery Supports and will connect survivors of non-fatal overdoses and others battling opiate addiction with an Ohio state certified Peer Recovery Supporter at three possible access points:

- Cleveland Clinic's Lakewood Emergency Department;
- Through follow-up contacts from Peer Supporter, EMS/Fire personnel and Community Police Officer within a week following overdose;
- Through a "Safe Station" located at Lakewood City Fire Station 1

Program/Service Goals:

- Reduce opioid misuse and the number of fatal overdoses in the Lakewood Community;
- Provide access to rapid assessment and recovery supports to survivors of overdose to divert them from future involvement in the criminal justice system; and
- Evaluate the impact of the program to determine its effectiveness.

Mr. Kirklen noted that the ADAMHS Board is in the planning stages of developing something similar with the Cleveland Metropolitan Police Department. Meetings are also being scheduled with Euclid and South Euclid to consider a similar program for those communities. More information can be obtained on [onelakewood.com/facingaddiction](http://onelakewood.com/facingaddiction).

#### b) **Cleveland UMADAOP**

In June 2017, the Board received a letter from Cleveland UMADAOP (Urban Minority Alcoholism and Drug Abuse Outreach Program) requesting financial assistance to expand the agency's capacity, based on data from the coroner's reports and news articles from various media outlets, to add a full-time Peer Recovery Support staff position.

- The staff position would expand the agency's ability to develop materials and social media efforts to increase awareness of communities being served around the opiate health crisis as related to the African-American population and the county's efforts on this issue.
- The person hired would be an individual who has the skills and ability to render graphic designs, create and manage websites, operate mobile applications, as well as develop/disseminate printed materials.

**Committee Member Requests:**

- A written summary for Board members of all Board initiatives undertaken to combat the Opiate Epidemic.
- Interest expressed in hearing directly from agency directors regarding efforts undertaken around the opiate crisis.

**4. PROJECT AWARE (Advancing Wellness and Resilience Education)**

Linda Torbert, Children's Projects Administrator, Danei Chavez, Behavioral Health Prevention Planning Specialist, and Mary Wise, Project Coordinator, reported on the grant awarded by the Substance Abuse Mental Health Services Administration (SAMHSA) for Project AWARE. As part of Cuyahoga County's Project AWARE model, Bellefaire JCB and Ohio Guidestone were identified as members of the Advisory Committee since they currently provide school-based services in Cleveland Heights, Euclid, Parma and Lakewood school districts and hold a contract with the ADAMHS Board for school based services. These districts were identified as part of the Advisory Committee through collaborative efforts through the Family and Children First Council's (FCFC) Service Coordination Team meetings and keen interest in promoting wellness and gaining access to behavioral services for their students.

Funding will be used to provide individual and whole classroom consultation in addition to trainings for teacher and parents to build awareness of the signs and symptoms of behavioral health issues in addition to suicide prevention. Board staff recommends acceptance of the grant funding to be dispersed between Bellefaire JCB and Ohio Guidestone up to \$10,000.00 per agency, with the remaining funds to be used for suicide prevention activities including promotion. This action will be considered under the contract portion of the agenda.

**5. SHARES UPDATE**

John Garrity, Ph.D., Chief of Quality Services, provided an update on SHARES (Shared Healthcare & Recovery Enterprise System) and noted that as of 10/06/17, 86,032 Cuyahoga processes have run through the SHARES system--up from 61,000 in July, a 41% increase. A critical element now has to do with Behavioral Health Redesign codes and modifiers.

- The Cuyahoga Board and the Council of Governments (COG) continue to work closely with the vendor, InfoMC, and press for resolution for outstanding issues with the software.
- The revised Behavioral Health redesign codes have been finalized and submitted to InfoMC; the Board will begin testing as soon as they are deployed.
- Training will be provided for all agencies on claims as the Board's goal is to bring the majority of its functions online in SHARES as of 1/01/18.

Dr. Fowler turned the meeting over to Finance & Operations Committee Vice Chair, Ericka Thoms, to preside over the remainder of the meeting.

**6. FINANCE REPORTS****Board Voucher and Operating Expenditures Report for September 2017**

Frank Brickner, Chief Financial Officer, reported on the Administrative Budget Reports. Through 9/30/17, total spending in the Administrative Budget was \$4,154,341.00 slightly under budget for the year. The Board is under budget in the Salaries and Fringe Benefits due to several staff vacancies. Board staff continues to project that its Administrative spending will live within its \$5.7 annual budget.

**Income Statement:** The Board has received over \$44.2 million of our \$68 million revenue budget through September. It has not yet received the 3<sup>rd</sup> quarter funding from the County's Health and Human Service Levy which is over \$9 million. The Board does forecast to receive all budgeted revenues.

**Expenses:** Through September, the Board has spent \$50 million out of the \$78 million budget. One area of concern is the line item used to pay Adult Care Facilities with Non-Medicaid wrap-around support.

**Board Properties:** Mr. Brickner highlighted one item on page 10 where renovations were made to the West 117<sup>th</sup> Street property to be used by Peer Recovery Programs going forward. Other normal activities and utilities are indicated for the other Board properties. (Financial Reports are attached to the original minutes in the Executive Unit.)

**Motion to recommend approval of Board Vouchers & Expenditure Reports for September 2017 to the full Board.**

MOTION: H. Snider / SECOND: K. Kern-Pilch / AYES: E. Caraballo, R. Fowler, C. Handler, P. Jones, K. Kern-Pilch, E. Kirkland, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

**7. CONTRACTS**

Mr. Brickner highlighted agenda process sheets for agreements listed below, answered questions, and provided clarification for committee members.

**a. Interagency Agreements: Acceptance of Funds: \* Pass-Through Items**

1. \* Amendment to Resolutions 15-07-03, 16-07-03 and 16-10-03, Cuyahoga County Corrections Planning Board - Sober Housing Services for Individuals Involved with Cuyahoga County Common Pleas Court Adult Probation - \$150,000.00 Increase (Cleveland Treatment Center, Hitchcock Center for Women, I'm in Transition, ORCA House, Inc., Scarborough House)
2. Educational Service Center of Cuyahoga County – Project AWARE - \$26,000.00
  - Bellefaire Jewish Children's Bureau
  - Ohio Guidestone

**b. Service Provider Agreements: Allocation of Funds**

1. Quick Response Team
  - The Woodrow Project, LLC - \$43,148.00
2. Peer Support Initiative
  - Cleveland UMADAOP - \$25,000.00
3. Educational Service Center of Cuyahoga County – Project AWARE
  - Bellefaire Jewish Children's Bureau – Up to \$10,000.00
  - Ohio Guidestone – Up to \$10,000.00

**Amendments:**

1. \* Amendment to Resolutions 15-07-03, 16-07-03 and 16-10-03, Cuyahoga County Corrections Planning Board - Sober Housing Services for Individuals Involved with Cuyahoga County Common Pleas Court Adult Probation - \$150,000.00 Increase of Pooled Funds
  - Cleveland Treatment Center
  - Hitchcock Center for Women
  - I'm In Transition
  - ORCA House, Inc.
  - Scarborough House
2. Amendment to Resolution 16-11-03, Eligibility Agreements with Licensed Adult Care Facilities
3. Amendment to Resolution 17-09-06, Peer Recovery Support Initiative
  - Cures Act Ascent Program - \$100,000.00 Increase

**c. Operational Agreements:**

1. Sponsorship: Naaleh (Rise Together) & Yesh Tikvah (There is Hope) *Better Together* Mental Health Event on Sunday, October 22, 2017: \$1,000.00
2. Life Act: Recognizing Teen Depression & Preventing Suicide program materials - \$6,500.00

**Motion to recommend approval of Interagency, Service Provider, and Operational Agreements to the full Board.**

MOTION: H. Snider / SECOND: K. Kern-Pilch / AYES: E. Caraballo, R. Fowler, C. Handler, P. Jones, K. Kern-Pilch, E. Kirkland, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

**11. IDENTIFY CONSENT AGENDA**

Ms. Thoms and committee members agreed to include the Finance Reports/Vouchers and the Contracts into the Consent Agenda recommended to the full Board.

**12. OLD/NEW BUSINESS**

- Mr. Snider addressed his concern regarding the number of committee meetings that have been combined into Joint Committee meetings. Often the rationale had to do with quorum issues. Mr. Snider felt strongly that it is important to hold separate committee meetings rather than combining them in order to provide several opportunities to review proposals. He added that efforts should be made to impress upon newly appointed Board members the importance of each committee's charge.

Board Chair, Eugenia Kirkland, explained that Joint Meetings were convened to address the situation that the Board composition was down in membership, and that new Board members were not yet appointed to committees. Efforts will be made to appoint new Board members in the near future to address quorum issues. Ms. Kirkland stressed that if a quorum is not achieved the committee is unable to meet and/or conduct business.

Ms. Thoms suggested looking into the concept of utilizing technology through conference calls or skype when quorums are an issue for Board members who may be out-of-town, on business elsewhere, etc.

6. Ms. Harper announced that at the upcoming October General Meeting a resolution will be prepared for the Briermost-Woodrow Project. Michael Doud, Adult Behavioral Health Services Administrator, reported on this at the 9/13/17 Joint Planning & Finance Committee meeting. Ms. Harper explained that last year the Board allocated funds to the Cuyahoga County Land Bank for the Woodrow Project to secure a property—a recovery home for women that will also provide Medication Assisted Treatment. At the same time, additional funds of \$100,000.00 were earmarked for a second property to bring into the system. The Board is now ready to proceed with the second property entitled the Briermost-Woodrow Project.

**13. EXECUTIVE SESSION**

Ms. Thoms announced the need to enter into an Executive Session for the purpose of discussing the OAPSE, AFL-CIO, Local 328 Labor Agreement Memorandum of Understanding.

**Motion to enter into Executive Session for the purpose of discussing the OAPSE, AFL-CIO, Local 328 Labor Agreement Memorandum of Understanding.** MOTION: H. Snider / SECOND: E. Caraballo / A roll call vote was taken. AYES: E. Caraballo, R. Fowler, C. Handler, P. Jones, K. Kern-Pilch, E. Kirkland, H. Snider, M. Step, E. Thoms  
**Motion passed.**

**Motion to exit the Executive Session.** MOTION: H. Snider / SECOND: R. Fowler / A roll call vote was taken. AYES: E. Caraballo, R. Fowler, C. Handler, P. Jones, K. Kern-Pilch, E. Kirkland, H. Snider, M. Step, E. Thoms  
**Motion passed.**

The Joint Planning & Finance Committee resumed its next item of business.

**Motion to recommend approval of the OAPSE, AFL-CIO, Local 328 Labor Agreement Memorandum of Understanding to the full Board.** MOTION: C. Handler / SECOND: E. Kirkland / AYES: E. Caraballo, R. Fowler, C. Handler, P. Jones, K. Kern-Pilch, E. Kirkland, H. Snider, M. Step, E. Thoms / NAYS: None / ABSTAIN: None  
**Motion passed.**

*There being no audience comment or further business, the meeting adjourned at 5:25 p.m.*

**Submitted by:** *Carol Krajewski, Executive Specialist*

**Approved by:** *J. Robert Fowler, Ph.D., Planning & Oversight Committee Chair*  
*Ericka Thoms, Finance & Operations Committee Vice Chair*