

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

COMMITTEE OF THE WHOLE MINUTES NOVEMBER 15, 2017

PRESENT: Reginald C. Blue, Ph.D., Eugenia Kirkland, LSW, MSSA, CDCA, Erskine Cade, MBA, Elsie Caraballo, J. Robert Fowler, Ph.D., Pythias D. Jones, M.D., Katie Kern-Pilch, ATR-BC, LPC-S, Steve Killpack, MS, Sharon Rosenbaum, MBA, Harvey A. Snider, Esq., Mary M. Step, Ph.D., Ericka L. Thoms

ABSENT: Rev. Benjamin F. Gohlstein, Sr., Cassi Handler, Max M. Rodas, MA, Hugh B. Shannon

BOARD STAFF PRESENT: Valeria Harper, C.E.O., Frank Brickner, Holly Butterfield, Tami Fischer, Cheryl Fratalone, John Garrity, Esther Hazlett, Myra Henderson, Derrick Kirklen, Carol Krajewski, Dave Lambert, Danei Nowosadzki, Scott Osiecki, Ralph Piatak, Starlette Sizemore-Rice, Maggie Spellman

1. **CALL TO ORDER**

Board Chair, Eugenia Kirkland, called the Committee of the Whole Meeting to order at 4:00 p.m. and welcomed newly appointed Board member, Erskine Cade. No input was received from audience members on agenda items.

2. **APPROVAL OF MINUTES**

The Joint Planning & Finance Committee minutes of October 18, 2017 were approved as written.

Follow-Up: Summary Report of ADAMHS Board's Efforts to Combat the Opiate Epidemic. CEO Harper referenced the summary report, prepared in answer to a request made by Dr. Robert Fowler, Planning & Oversight Committee Chair. Upon review, Dr. Fowler expressed his appreciation for the information provided but advocated for placing emphasis on the ADAMHS Board's leadership role in collaborating with other partners. The Board Chair concurred with the suggestion. Dr. Mary Step encouraged distribution of the revised document with stakeholders and the overall community. Ms. Harper stated that after editing the document as recommended, Board staff will work to distribute it county-wide.

3. **FINANCE REPORTS**

Board Voucher and Operating Expenditures Report for October 2017

Frank Brickner, Chief Financial Officer, reported on the Administrative Budget Reports. Total spending through 10/31/17 was slightly under budget at \$4.6 million. The line item total for Salaries and Fringe Benefits remains under budget due to several staff vacancies. The Board continues to be slightly over budget in the contracts line item due to some one-time costs. Board staff continues to project that its Administrative spending will be within its \$5.7 annual budget; however, the Board may need to shift some funds, within the Administrative budget, from Salary/Fringes to Contracts and Other Operating Expenses.

Income Statement: The budget for Revenues and Expenses through October was \$53.2 million. The Board is on pace to receive all state and local revenues budgeted.

Expenses: Through October, a total of \$63 million was spent in CY2017. Mr. Brickner reiterated that the Board remains concerned about the line item, Other Behavioral Health Services, mainly due to the expanded use of adult care facilities.

Board Properties: Normal activities and utilities occurred during October for Board properties. (Financial Reports are attached to the original minutes in the Executive Unit.)

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

MOTION: E. Caraballo / SECOND: K. Kern-Pilch / AYES: R. Blue, E. Caraballo, R. Fowler, P. Jones, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H. Snider, M. Step, E. Thoms / NAYS: None / ABSTAIN: None / **Motion passed.**

4. 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. * Cuyahoga County Office of Health and Human Services, Family and Children First Council– Family Centered Services and Support - \$203,948.50 (Contractor: Positive Education Program)

b. Service Provider Agreements: Allocation of Funds

1. Cuyahoga County Office of Health and Human Services, Family and Children First Council– Family Centered Services and Support
 - Positive Education Program - \$203,948.50
2. Eligibility Agreements with Licensed Adult Care Facilities – *(List on Agenda Process Sheet)*
3. Youth in Transition Recovery Housing
 - New Directions - \$37,500.00
4. Recovery Housing Initiative
 - I'm in Transition - \$14,167.00

Amendments:

1. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget & CY16-17 Service Provider Contracts – Residential Treatment and Support
 - Northcoast Behavioral Healthcare – Up To \$220,000.00 Increase

Motion to recommend approval of Interagency & Service Provider Contracts to the full Board. MOTION: R. Fowler
SECOND: H. Snider / AYES: R. Blue, E. Caraballo, R. Fowler, P. Jones, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H. Snider, M. Step, E. Thoms / NAYS: None / ABSTAIN: None / **Motion passed.**

c. Operational Agreements: None**d. Personal Service Agreements:**

1. Attorneys and Nurses Contracted Services (hourly rates listed on Agenda Process Sheet)

Motion to recommend approval of the Personal Service Agreements to the full Board.

MOTION: R. Fowler / SECOND: M. Step / AYES: R. Blue, E. Caraballo, R. Fowler, P. Jones, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H. Snider, M. Step, E. Thoms / NAYS: None / ABSTAIN: None / **Motion passed.**

5. IDENTIFY CONSENT AGENDA

Committee of the Whole members concurred with the Board Chair that the Finance Reports and all Contract Agreements should be placed in the Consent Agenda format for the General Meeting.

6. PRESENTATION OF CY2018 ADAMHS BOARD OPERATIONAL BUDGET

Mr. Brickner pointed out that the Board's proposed Administrative Budget for CY2018 is \$5.4 million out of the Board's Total Operating Budget of \$67,371,949.00; this figure represents 8%. He noted that the Board does take seriously the concept of keeping its Administrative Budget low so that most of the funds available are allocated for client services in the community. Things will be tight in 2018; and, as providers are being asked to take a reduction, the Board's operating budget has also been reduced.

Motion to recommend approval of the CY2018 ADAMHS Board Operational Budget to the full Board.

MOTION: R. Fowler / SECOND: E. Caraballo / AYES: R. Blue, E. Caraballo, R. Fowler, P. Jones, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H. Snider, M. Step, E. Thoms / NAYS: None / ABSTAIN: None / **Motion passed.**

7. CY2018 SERVICE PROVIDER FUNDING RECOMMENDATIONS

CEO Harper acknowledged the tireless efforts of staff to compile the information in the 2018 Budget Binders distributed. She introduced the organization of the material and explained that neither a Request for Information nor a Request for Proposal was issued for the upcoming calendar year given that the ADAMHS Board understood that its spending pattern without additional funds would be difficult to sustain at the same level. Therefore, the recommendations are for a one-year budget.

- Dr. John Garrity, Chief of Quality Services, briefly described the Outcomes Review Process.
- Scott Osiecki, Chief of External Affairs, explained the process for setting priorities.
- Frank Brickner, Chief Financial Officer, elaborated on the Budget Summary information & recommendations.

Ms. Harper also shared a list of those programs/services that Board staff has recommended not to fund in CY2018. Both Mr. Brickner and Ms. Harper met or spoke with each agency Executive Director or designee affected by the preliminary decision reached by Board staff not to fund the program or service in 2018. The decisions made for the programs listed were the result of either under-utilization, one-time pilots, other funding sources available or discontinuation of the program.

Ms. Harper acknowledged that prior to the General Meeting, all agencies will receive its funding recommendation in writing.

Ms. Harper encouraged Board members to review the CY2018 Service Provider Recommendations in preparation for the November 29th General Meeting. Board staff looks forward to questions generated. All questions, concerns or comments will be responded to promptly in light of the fact that Board members will be asked to make their final decision about the CY2018 Service Provider allocations at the November 29th General Meeting.

Regarding a concern expressed by Dr. Jones about those programs not recommended for funding in 2018, the Board Chair asked that the one-page document be revised to include the non-funding rationale for each respective program or service. Dr. Fowler asked that the revised one-page document be e-mailed to Board members upon completion.

Mr. Cade inquired about the very limited amount of State revenue received by the ADAMHS Board of Cuyahoga County. Ms. Harper noted that she and Mr. Brickner have a meeting scheduled with the Director of OhioMHAS on November 30th to address this issue. Both Mr. Snider and Dr. Fowler reported that Board members annually have spent time lobbying with Ohio delegation members advocating for additional funds needed for treatment services in our County.

8. OLD/NEW BUSINESS

- Ms. Kirkland reminded Board members that the ADAMHS Board stepped forward to combat the Opiate Crisis by tapping into its reserve; as a result, the Board no longer has a funding reserve yet the needs for mental health and addiction services still exist for the residents of our County.
- In answer to an inquiry of Ms. Thoms, CEO Harper provided a status report on the current efforts to assist clients in securing and retaining entitlements.
- Ms. Caraballo announced that the Spanish-American Committee is requesting donations of winter clothing. Board members were encouraged to support this effort and to check out the website for details.

There being no audience comment or further business, the meeting adjourned at 5:20 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: Eugenia Kirkland, LSW, MSSA, CDCA, Board Chair