

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

**COMMITTEE OF THE WHOLE MEETING
NOVEMBER 28, 2012 MINUTES**

Board of Directors Present:

Harvey A. Snider, Esq.	Rev. Benjamin F. Gohlstin, Sr.
David E. Biegel, Ph.D.	Pythias D. Jones, M.D.
Reginald C. Blue, Ph.D.	Ericka L. Thoms
Mary Boyle	William J. Tobin
Pastor Charles E. Brown	Mary R. Warr, M. Ed.
Elsie Caraballo	Anngela Williams
J. Robert Fowler, Ph.D.	

Absent: Stephanie J. FallCreek, D.S.W., Richard A. Folbert, Richard Romaniuk, Ph.D.

ADAMHS Board Staff Present: William M. Denihan, C.E.O., Ada Cancel, Christina Delos Reyes, M.D., Vivian Catchings-El, Michael Doud, Tami Fischer, Cheryl Fratalonie, June Hudson, Valeria A. Harper, Carol Krajewski, Michelle Myers, Scott Osiecki, Ralph Piatak, Cassandra Richardson, Starlette Sizemore-Rice, Thomas Williams, Leisha Yarbrough

1. CALL TO ORDER

Board Chair, Harvey Snider, called the Committee of the Whole Meeting to order at 4:00 PM. No input on agenda items was received from audience members. Mr. Snider acknowledged Pastor Brown's birthday, thanked him for his presence on this special day, and announced an additional agenda item: Seasons of Hope House Update.

2. APPROVAL OF MINUTES

The General Meeting minutes of October 24, 2012 were reviewed. Mr. Tobin noted one correction in his biographical information on page 1; the statement should reflect that he retired "after the consolidation" of the two Boards. The minutes were approved as amended. The Board Chair took Mr. Tobin's request regarding the timetable for transcription of minutes under advisement.

3. SEASONS OF HOPE VIDEO

A Seasons of Hope video, presented initially at the Seasons of Hope House Warming/Shower on 11/17/12 sponsored by Hitchcock Center for Women, was viewed. Mr. Denihan explained that the new video will be used for fundraising efforts for the program. Ms. Cynthia Chaytor provided a Seasons of Hope Safe House update and reported on the program's successful efforts to provide a safe place for women who are dealing with alcohol and other drug addictions. Mr. Denihan displayed the plaque received by the ADAMHS Board of Cuyahoga County for the Board's efforts in supporting the establishment of the Seasons of Hope safe house.

4. COMMUNITY RELATIONS & ADVOCACY (CR&A) REPORT

Committee Chair, J. Robert Fowler, Ph.D., reported on the CR&A Committee meeting held on 11/07/12.

Dr. Fowler reviewed the Legislative/Advocacy Report and elaborated on several issues, including the:

- State FY14-15 Budget
- 14-15 Biennial Budget Advocacy Plan
- Plans for the Legislative Lunch/Dinner November 26th
- Greater Cleveland Congregations Northeast Ohio Medicaid Expansion Coalition
- Chamber of Commerce Jobs/Workforce Readiness Partnership
- Cuyahoga County 2013 Annual Budget
- SB 59: Drug Treatment Intervention
- Suicide Prevention: Crisis Chat Proposal & Suicide Prevention Campaign are 2 actions being recommended by the CR&A Committee within the operational contracts
- Media Tracking Report

(Details regarding topics can be found in the CR&A minutes on the ADAMHS Board's Web site.)

- **RESOLUTION NO. 12-11-01**
SUPPORT OF SB 59: DRUG TREATMENT INTERVENTION

Motion to approve Resolution No. 12-11-01. MOTION: M. Boyle / SECOND: B. Gohlstin / AYES: D. Biegel, R. Blue, M. Boyle, C. Brown, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, B. Tobin, M. Warr, A. Williams
NAYS: None / ABSTAIN: None / **Motion passed.**

5. PLANNING AND OVERSIGHT (P&O) COMMITTEE REPORT

Committee Chair, Pythias D. Jones, M.D., reported on the P&O Committee meeting held on 11/14/12 and items discussed. (Details regarding topics listed can be found in the P&O minutes on the ADAMHS Board's Web site.)

- VRP3 Recovery to Work Contract
- Crisis Chat Proposal from Mental Health Services, Inc.
- Major Unusual Incidents & MUI Report
- AOD Peer Review
- SCALE Program Update
- Future Topics for P&O Committee – are listed in P&O Committee minutes on Board's Web site.

Ms. Warr expressed concerns about the VRP3 project and the current focus of vocational rehabilitation.

6. FINANCE & OPERATIONS COMMITTEE REPORTS

Committee Chair, Pastor Brown facilitated, with the assistance of Chief Financial Officer, Cassandra Richardson, the review of Administration/Clinical Issues, Finance Reports and Agreements.

ADMINISTRATION / CLINICAL ISSUES

- **Central Pharmacy**

Ms. Richardson noted that the report includes year-to-date actual utilization for Central Pharmacy through October 2012; during this time period, utilization was 24.52% for mental health and 38.51% for AOD methadone. Overall utilization was 25.03%; the projected amount being 33%.

- **State Hospital Bed Day Utilization**

Regarding the new FY13 Report Format from Columbus, Ms. Richardson noted that Cuyahoga County has a projected daily level (3-year bed day average) of 58 civil beds and 129 forensic beds. Through the end of October, the Board was under its projection for civil bed days by 32 days and was near capacity for our forensic bed days at 128. Ms. Richardson reported that the Board is 27 days under our projection for the month of October and is doing extremely well in managing our civil and forensic bed days. (The report is attached to minutes stored in the Executive Unit.)

- **Finance Reports**

Ms. Richardson reviewed the Income Statements, Expenditures Reports, Balance Sheets and Board Vouchers for October 2012 and addressed questions of committee members. The projected Administrative Budget Extension (July 1-December 31, 2012) through October is 66.67% and actual utilization stands at 60.61%. It was noted that the Board is within budget for all categories. (The Financial Report document is attached to minutes stored in the Executive Unit.)

- **RESOLUTION NO. 12-11-02**
ACCEPTING THE REPORTS OF THE C.E.O. ON EXPENDITURES AND VOUCHERS PROCESSED FOR PAYMENT DURING OCTOBER 2012

Motion to approve Resolution No. 12-11-02. MOTION: R. Blue / SECOND: B. Gohlstin / AYES: R. Blue, M. Boyle, C. Brown, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, B. Tobin, M. Warr, A. Williams / NAYS: None
ABSTAIN: D. Biegel / **Motion passed.**

- **RESOLUTION NO. 12-11-03**

- APPROVAL AND RATIFICATION OF INTERAGENCY AGREEMENTS:**

- ◇ Ohio Rehabilitation Services Commission (ORSC): Vocational Rehabilitation, Public & Private Partnerships 3 (VRP3) Project: Recovery to Work
 - Jewish Family Services Association
 - Catholic Charities Services
 - Recovery Resources
 - ◇ Ohio Rehabilitation Services Commission (ORSC) - Amendment to Res. No. 12-09-06(3) & 12-09-07(2) Vocational Rehabilitation, Public & Private Partnerships 3 (VRP3) Project
 - Cleveland Sight Center
 - ◇ Cuyahoga County Office of Homeless Services: Shelter Plus Care Program Legal Fees
 - Emerald Development & Economic Network, Inc. (EDEN)
 - ◇ Cuyahoga County Office of Early Childhood/Invest In Children (IIC)
 - Achievement Center for Children
 - Applewood Centers
 - Beech Brook
 - Guidestone
 - Positive Education Program
 - ◇ National Council for Community Behavioral Healthcare: Health Networks Learning Collaborative
 - Neighborhood Family Practice
 - Recovery Resources

Motion to approve Resolution No. 12-11-03. MOTION: B. Gohlstin / SECOND: P. Jones / AYES: D. Biegel, R. Blue, M. Boyle, C. Brown, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, B. Tobin, M. Warr, A. Williams
NAYS: None / **Motion passed.**

- **RESOLUTION NO. 12-11-04**

- APPROVAL AND RATIFICATION OF SERVICE PROVIDER CONTRACTS:**

- ◇ Ohio Rehabilitation Services Commission (ORSC): Vocational Rehabilitation, Public & Private Partnerships 3 (VRP3) Project: Recovery to Work
 - Jewish Family Services Association
 - Catholic Charities Services
 - Recovery Resources
 - ◇ Ohio Rehabilitation Services Commission (ORSC) - Amendment to Res. No. 12-09-06(3) & 12-09-07(2) Vocational Rehabilitation, Public & Private Partnerships 3 (VRP3) Project
 - Cleveland Sight Center
 - ◇ Cuyahoga County Office of Homeless Services: Shelter Plus Care Program
 - Emerald Development & Economic Network, Inc. (EDEN)
 - ◇ Cuyahoga County Office of Early Childhood/Invest In Children (IIC)
 - Achievement Center for Children
 - Applewood Centers
 - Beech Brook
 - Guidestone
 - Positive Education Program
 - ◇ National Council for Community Behavioral Healthcare: Health Networks Learning Collaborative
 - Neighborhood Family Practice
 - Recovery Resources

- ◇ U.S. Department of Justice, Bureau of Justice Assistance through its Second Chance Act Targeting Offenders with Co-occurring Substance Abuse and Mental Health Disorders Grant Award – Community Assessment & Treatment Services (CATS)
- ◇ Eligibility Agreements with Licensed Adult Care Facilities (ACF) - (61 ACF's listed on agenda process sheet)
- ◇ Eldercare Services Institute/Benjamin Rose: The Hoarding Connection
- ◇ Amendment to Res. No. 11-06-08(a) Approval of FY2012 Funding Recommendations: Prevention Funding
- ◇ Amendment to Res. No. 11-06-08(a) Approval of FY2012 Funding Recommendations: Mental Health Treatment Funding – The Centers for Families and Children

Motion to approve Resolution No. 12-11-04. MOTION: B. Gohlstin / SECOND: R. Blue / AYES: D. Biegel, R. Blue, M. Boyle, C. Brown, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, B. Tobin, M. Warr, A. Williams
NAYS: None / **Motion passed.**

[Elsie Caraballo arrived.]

• **RESOLUTION NO. 12-11-05**

APPROVAL OR RATIFICATION OF OPERATIONAL AGREEMENTS:

- ◇ Marcus Prince: Winterization of Bridgeway Vacant Properties
- ◇ Moveable Equipment for the Crisis Stabilization Unit Operated by Mental Health Services
 - Butler Woodcrafts, Simon Mack Construction, J.C. Ehrlich Pest Control, Purchase of Totes
- ◇ OM Workspace: Replacement of Conference Room Chairs for Cuyahoga & Buckeye Rooms
- ◇ Mental Health Services, Inc.: Suicide Prevention Campaign - Crisis Chat Program
- ◇ Suicide Prevention Campaign Contracts:
 - ClearChannel Outdoor Advertising
 - ClearChannel, WMMS, WAKS (KISS), WHLK, WGAR, WTAM
 - WENZ 107.9
 - WFHM 95.5 The Fish & News Talk 1420 WHK
 - CBS Radio (Q104, WDOK, WENZ)
 - WCPN
 - Advertising Vehicles
 - OMNI Media
 - 107 The Wave

Discussion followed on winterization plans for former Bridgeway vacant properties as proposed. Mr. Tobin questioned why this is a responsibility of the ADAMHS Board. Ms. Richardson noted that the winterization efforts will allow the Board to have limited services and reduced expenses for gas, electricity and water for the vacant properties. She noted that if this is not done, pipes may burst and cost more to repair. Several Board members provided Bridgeway background information for the benefit of new Board members.

Mr. Michael Doud, Adult Behavioral Health Services Administrator, explained that the ADAMHS Board is a party to the contract between ODMH, Bridgeway and the Board. Part of the agreement for the use of capital funds and the local Board match stipulates that the local Board ensure for 40 years that the property remains in good condition. The winterization is a preventive measure so that more funds will not be needed. Bridgeway has a contract with a realtor to offset its debt, and the ADAMHS Board must also agree to the sale of those properties.

Motion to approve Resolution No. 12-11-05. MOTION: R. Fowler / SECOND: B. Gohlstin / AYES: D. Biegel, R. Blue, M. Boyle, C. Brown, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, M. Warr, A. Williams
NAYS: B. Tobin / ABSTAIN: None / **Motion passed.**

- **RESOLUTION NO. 12-11-06**
APPROVAL OF PERSONAL SERVICE CONTRACT WITH CHIEF CLINICAL OFFICER, DR. CHRISTINA DELOS REYES

Motion to approve Resolution No. 12-11-06. MOTION: B. Gohlstin / SECOND: R. Blue / AYES: R. Blue, M. Boyle, C. Brown, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, B. Tobin, M. Warr, A. Williams
NAYS: None / ABSTAIN: D. Biegel / **Motion passed.**

- **RESOLUTION NO. 12-11-07**
APPROVAL OF CY2013 FUNDING RECOMMENDATIONS DELINEATED IN THE ATTACHED CY2013 BUDGET BOOK

Mr. Denihan noted that the proposed budget marks the move to a calendar year basis and reflects no reductions. Ms. Richardson highlighted the budget book's Executive Summary and addressed questions of Board members. The total proposed budget for CY2013 is \$66,312,794.00. (The CY2013 Budget Book is attached to original minutes stored in the Executive Unit.)

- a. **CY2013: Board Administrative Budget Recommendations - \$5,901,696.00**
 - Salaries - \$2,830,046.00
 - Fringe Benefits - \$1,070,500.00
 - Operational Expenses - \$2,001,150.00
- b. **CY2013: Medicaid Budget - \$5,767,200.00**
 - Mental Health 1915A Child Treatment Services - \$4,638,516.00
 - Mental Health 1915A Child Wrap Around Services - \$358,384.00
 - Mental Health 1915A Child Systems Care Coordination Offset - \$770,300.00
- c. **CY2013: Provider Direct Services Budget - \$47,441,218.00**
 - Mental Health Services - \$31,354,282.00
 - Alcohol, Drug, Prevention and Other Substances Abuses - \$16,060,936.00
 1. Alcohol, Drug and Other Substances Abuses - \$14,420,127.00
 2. Prevention Services - \$1,666,809.00
- d. **CY2013: Ohio Department of Rehabilitation Services (ORSC) Budget - \$4,161,380.00**
- e. **CY2013: Other Behavioral Health Services Budget - \$3,041,300.00**
 - Residential Assistance Program - \$894,472.00
 - Suicide Prevention & Alcohol and Other Drug Marketing Campaigns - \$300,000.00
 - Developmental Disabilities Residential Placement Program - \$385,000.00
 - Client Services/Training - \$15,000.00
 - AOD Common Pleas Drug Court Set Aside - \$196,400.00
 - ODYS BHJJ and ODYS Aftercare Residential Placement Programs and Wrap Around Services Pool - \$365,402.00
 - FCSS Wrap Around Set Aside - \$282,526.00
 - Unallocated CY2013 County Council S.C.A.L.E. - \$270,250.00
 - Central Pharmacy AOD Methadone Set Aside - \$10,000.00
 - County Hospital Psychiatric Units for Child/Adolescent - \$22,250.00
 - Board Property: Buildings and Grounds - \$300,000.00

Questions addressed by Ms. Richardson.

- Regarding potential flat federal funding, historically, the ADAMHS Board has managed its operating budget so that if the Board underspends, it has been able to utilize those dollars to offset reductions in either state or federal allocations.
- The \$4.2 million balance is reflected in carryover funds to the CY2013 budget. Ms. Richardson noted that this budget, excluding Medicaid, is comparable with the last annualized budget.
- 90% of the funds allocated to provider agencies are on a fee-for-service basis.
- Mr. Denihan noted that the collective bargaining unit is still under contract and is currently in negotiations. Approximately 2/3 of the 46 employees are members of the bargaining unit.

Motion to approve Resolution No. 12-11-07. MOTION: B. Gohlstin / SECOND: R. Blue / AYES: D. Biegel, R. Blue, M. Boyle, C. Brown, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, M. Warr, A. Williams NAYS: None / ABSTAIN: B. Tobin / **Motion passed.**

7. NOMINATING COMMITTEE REPORT

Committee Chair, Ericka Thoms, reported that the committee met on 11/07/12. Potential revisions to the Recruitment of Board Member policy are being proposed to delineate the Board's role with respect to state appointment vacancies and county appointment vacancies.

- **POLICY REVIEW – Revised Policy Statement** (*1st Reading*)

RECRUITMENT OF BOARD MEMBERS – The rationale for the proposed language revisions was to clarify the responsibility of the ADAMHS Board for recruiting candidates for appointment seats. The second reading and official vote will take place in January 2013. Dr. Biegel suggested that the ADAMHS Board consider looking at demographic and/or background needs to relay to county officials. Ms. Thoms noted that this policy does not preclude this option; however, she noted that this has been an evolving process and relationship with the new county government.

1) The Nominating Committee has recommended to the Board Chair that former Board member, Eugenia Cash, be appointed to serve as a non-Board member representative on the P&O Committee to fill the vacancy left by resigning committee member, Leslie Nye O'Donnell. Mr. Snider reported that Ms. Cash had been contacted and has gladly accepted the nomination and appointment.

2) Given the recent resignation of Rick Kemm, an Ohio Department of Alcohol and Drug Addiction Services (ODADAS) appointee, the Nominating Committee supports the recommendation of Ms. Eugenia Cash as an AOD advocate for this open seat. It was noted that the recommendation to the full Board is consistent with the procedure outlined in the current Recruitment of Board Member Policy.

Motion to recommend Eugenia Cash to ODADAS for state appointment seat. MOTION: B. Gohlstin SECOND: R. Blue / AYES: D. Biegel, R. Blue, M. Boyle, C. Brown, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, B. Tobin, M. Warr, A. Williams / NAYS: None / ABSTAIN: None / **Motion passed.**

3) Richard Folbert, our ODMH Board member who represents the consumer perspective, has completed his first appointment term. Based upon his continued interest in serving, the necessary paperwork has been completed to recommend him for a second term.

4) Currently, there is a vacant ODADAS appointment vacancy, previously filled by former Board Chair, Rev. Charlotte Still Noble. According to the Ohio Revised Code, this seat must be filled by an AOD professional. We will post this Board member appointment vacancy on our Web site soon.

CHAIR'S REPORT

- Mr. Snider recently attended Annual Meeting of the Jewish Family Service Association (JFSA). It was an excellent experience and he advocated for Board members to take advantage of such opportunities to learn more about provider agencies.

8. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Denihan highlighted items featured in the CEO Headliners dated November 28, 2012 (attached to minutes).

- Board members were thanked for their indulgence in allowing Board staff to collapse two meetings into one via the Committee of the Whole meeting due to the Thanksgiving holiday.
- Mr. Denihan will soon meet with the new Executive Director of United Way. He reported that United Way has removed behavioral health as an active committee by folding it under its health division. If this is due to integration, then it is good news. Further discussion will ensue and updates provided.

CHIEF EXECUTIVE OFFICER'S REPORT *(Continued)*

- On 11/27/12, Mr. Snider and Mr. Denihan attended the SHARES (Shared Health and Recovery Enterprise System) meeting in Columbus. He explained that the SHARES system will address billing issues, information technology, evaluation and performance outcomes.
- Mr. Denihan elaborated on the presentation made to County Council on 11/14/12; details are spelled out on page 1 of the CEO Headliners.
- The featured Legislator for the Fourth Friday Series scheduled for 1/25/13 will be Cuyahoga County Councilman Dan Brady (District 3).
- Mr. Denihan will take vacation time from December 7-14; Ms. Harper will serve as Acting C.E.O. during this time period.
- Efforts are underway to interview candidates for the Chief Financial Officer position as a result of Ms. Richardson's retirement. Mr. Denihan has interviewed a number of people to date and hopes to make a decision within the next week. He noted that Cassandra is really not replaceable; she has done a phenomenal job and has been an extraordinary steward of the system's resources. Mr. Denihan noted that the entire system will miss her.

9. OLD/NEW BUSINESS

Mr. Snider suggested that Board staff draft a resolution in recognition of Ms. Richardson's extraordinary contributions to the ADAMHS Board and formulated his suggestion into a motion.

- **RESOLUTION NO. 12-11-08**
RECOGNITION OF CASSANDRA RICHARDSON FOR HER VALUABLE CONTRIBUTIONS AS CHIEF FINANCIAL OFFICER OF THE ADAMHS BOARD OF CUYAHOGA COUNTY

Motion to approve Resolution No. 12-11-08. MOTION: H. Snider / SECOND: B. Gohlstin / AYES: D. Biegel, R. Blue, M. Boyle, C. Brown, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, E. Thoms, B. Tobin, M. Warr, A. Williams NAYS: None / ABSTAIN: None / **Motion passed.**

10. AUDIENCE INPUT

- Steve Morse of Recovery Resources and liaison from the Council of Agency Directors (CAD) for mental health agencies, added the CAD's congratulations (and lamentations) regarding Cassandra's retirement. He also wished to address 2 issues:
 - 1) ODMH Director Tracy Plouck was scheduled to attend a CAD meeting to address the issue of the inequity of 505 allocations to Cuyahoga County. Due to a schedule conflict, two representatives attended on her behalf—ODMH's Chief Financial Officer and its Information Officer. A positive from the meeting was that the ODMH officials were admitting the terrible inequity; they stated that the considerable Medicaid match dollars to our County covered up the inequitable situation over the years. Although they wished to address this, they did not want to take dollars from other Boards.
 - 2) Mr. Morse addressed the concern expressed earlier by Ms. Warr that spending money on treatment may be taking away from the goal of obtaining jobs for people. In 1993, when Ms. Warr was the Manager of the Bureau of Vocational Rehabilitation, she led the inception of Pathways that brought 4 vocational counselors to this County. Now, we have 13 people, called coordinators, but who still are counselors. He added that the only reason treatment was included in the VRP3 program was to make job acquisition and retention more likely because people who are addicted or hallucinating are incapable of succeeding. Statistics are available and can be shared with anyone interested.

There being no further business, the Chair adjourned the meeting at 6:50 p.m.

Submitted by: Carol Krajewski, Executive Specialist

*Approved by: _____
Harvey A. Snider, Esq., Chairperson, ADAMHS Board of Cuyahoga County*