

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

NOMINATING COMMITTEE MINUTES

May 5, 2010

Committee Co-Chair, Amy Leopard, called the meeting to order at 5:30 p.m. Ms. Leopard suggested reordering agenda items to address the task of finalizing the FY2011 Slate of Officers immediately after the approval of minutes.

**Committee Members Present:** Eugenia Cash, Co-Chair, Rick Kemm, Amy Leopard, Co-Chair, Harvey Snider

**Board Staff Present:** William M. Denihan, Rose Fini, Carol Krajewski

**1. Approval of Minutes**

The Nominating Committee minutes from the April 19, 2010 meeting were approved as written.

**2. Finalize Recommended FY2011 Slate of Officers**

For those not present at the earlier Executive Committee meeting, Ms. Leopard shared that Chairperson, Kathryn Gambatese, announced that she would be resigning from the ADAMHS Board of Directors at the end of May. Ms. Gambatese shared the reasons for her decision during the Executive Committee meeting.

Discussion followed on the process to be followed, issues of quorum and the option of abstaining from a particular vote. Ms. Fini noted that the ADAMHS Board Bylaws require the Nominating Committee to deliberate on the slate of officers at a public meeting in order to present the recommended slate at the May General meeting.

It was noted that two ADAMHS Board members indicated their interest in serving as Board officers and provided their response in a written form of intent distributed to Nominating Committee members.

[As Mr. Snider was one of those respondents interested in a Board officer position, he excused himself from the room during the discussion. ]

Rev. Charlotte Still Noble, currently serving as the ADAMHS Board 1<sup>st</sup> Vice Chair, was the other Board of Director interested in serving as a Board Officer; her form of intent indicated her interest in continuing on as 1<sup>st</sup> Vice Chair. In light of Ms. Gambatese's announcement, committee members appreciated her expertise as a potential Chairperson and appreciated the added caveat that she represents the alcohol and other drug addiction side.

**Motion to recommend approval of Rev. Charlotte Still Noble as ADAMHS Board Chair and Mr. Harvey Snider as Vice Chair.** MOTION: E. Cash / SECOND: R. Kemm / AYES: E. Cash, R. Kemm, A. Leopard / NAYS: None  
**Motion carried.**

Mr. Denihan commented that he was pleased with the process and the excellent decision-making process.

[Mr. Snider returned to the meeting.]

Ms. Leopard congratulated Mr. Snider as being recommended for 1<sup>st</sup> Vice Chair. Mr. Snider noted that he was honored with the committee's decision.

[Ms. Cash, who orally indicated her interest in running for 2<sup>nd</sup> Vice Chair, excused herself from the room.]

Ms. Leopard asked if there was a need to further canvas Board members. It was noted that the original e-mail, dated 4/19/10, from the Nominating Committee canvassed Board members for their interest in serving as a Board Officer for FY2011 for the offices of: Chairperson, Vice Chair and 2<sup>nd</sup> Vice Chair. Consequently, Nominating Committee members concurred that the committee fulfilled its due diligence in canvassing for all three officer positions.

Mr. Snider stated that Ms. Cash has proven herself to be most qualified to become 2<sup>nd</sup> Vice Chair and he would be very comfortable in nominating her for that Board officer position.

**Motion to recommend approval of Eugenia Cash as 2nd Vice Chair to the full Board.** MOTION: R. Kemm  
SECOND: H. Snider AYES: R. Kemm, A. Leopard, H. Snider / NAYS: None / **Motion carried.**

[Ms. Cash returned to the Nominating Committee meeting.]

Ms. Leopard congratulated Ms. Cash and noted that the Nominating Committee had voted to forward her name to the full Board for the position of 2<sup>nd</sup> Vice Chair contingent upon her completion of a written form of intent to be attached to the minutes of this meeting.

### **3. Review Prospective Candidate Resumes/Applications**

Ms. Fini noted that it looks like there is a strong pool of people that do not have a conflict of interest situation that would preclude them from being a Board member (according to ORC§340). There are some the candidates like Dr. Biegel who has a relationship with the MSASS program (not considered a service provider contract) but a contract does exist with Case Western Reserve University for the Behavioral Health Fellows Training Program. For example, when the MSASS contract is considered annually, he would need to abstain from the vote.

[Ms. Fini excused herself from the meeting to attend a previously scheduled appointment.]

Committee members reported on the status of their telephone interview assignments. Ms. Leopard asked committee Members to identify if the person was contacted, if they understood the time commitment expected, and whether they were agreeable to serve.

Mr. Denihan reported on a phone conversation initiated from the County around Cynthia Miller's appointment status. To date, the appointing authority has not taken any action; however, Mr. Denihan stated that the call may mean that they have someone in mind for this Board seat. He stated that he would follow-up on this issue.

Committee members agreed upon two potential dates (May 10<sup>th</sup> or May 12<sup>th</sup>) to conduct face-to-face interviews with applicants. Committee members offered to contact their applicants to schedule the appointments and e-mail time slots to Ms. Krajewski.

There being no further business to discuss, the meeting adjourned at 6:30 p.m.

*Submitted by: Carol Krajewski, Executive Specialist*

*Approved by: Nominating Committee Co-Chairs, Amy S. Leopard, Esq. & Eugenia Cash*