

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

NOMINATING COMMITTEE MINUTES
July 15, 2009

Co-Chair, Amy Leopard, called the meeting to order at 3:30 p.m.

Committee Members Present: Amy Leopard, Harvey Snider, Rev. Charlotte Still Noble
Absent: Eugenia Cash, Rick Kemm

Board Staff Present: Carol Krajewski, Executive Specialist

1. County Appointment Vacancy

Given the resignation of Ms. Mary McElrath on 6/24/09, Committee Co-Chair, Amy Leopard, addressed the process identified in Resolution No. 08-09-J01, passed by both Boards on 9/24/08, for recommending individuals from the established Advisory Council who are eligible for any vacancies on the ADAMHS Board. She noted that she and Eugenia Cash had reviewed the Board vacancy and prior Board resolutions from both ADAS and MHB concerning the initial Board appointments. Since the ADAMHS Bylaws state that the initial appointments shall be based on the recommendations of the predecessor boards, the matter was discussed in depth with Rose Fini and Kathy Gambatese. Ms. Leopard then confirmed to the Nominating Committee members that we would follow our bylaws and the predecessor board nominations. Based upon the intent to fill the appointment vacancy with a Board member representing an interest in alcohol and drug addiction programs and a person without a conflict of interest, the Rev. Charles Brown was the remaining AOD representative to forward to the BOCC for approval. The Nominating Committee discussed what the length of the term should be under staggered terms and recommended that Charles Brown serve out Mary McElrath's remaining term through June 230, 2012.

Motion to confirm the recommendation of Charles Brown to the Board of County Commissioners to fulfill the appointment vacancy as a result of Ms. Mary McElrath's resignation and to serve the remaining appointment term through June 30, 2012. MOTION: C. Still Noble / SECOND: H. Snider
AYES: A. Leopard, H. Snider, C. Still Noble / **Motion passed.**

2. Candidates for Non-Board Member Representation on Planning & Oversight Committee

Ms. Leopard reported that a former staff member from the Alcohol and Drug Addiction Services Board of Cuyahoga County, has indicated an interest in serving on the ADAMHS Board of Directors. She consulted with Rose Fini on this issue and according to the Ohio Ethics Law, Post-Employment Restrictions, (e.g. General Revolving Door) a public official is prohibited, during public service and for one year thereafter from representing anyone on any matter in which he personally participated while he was a public official. Ms. Leopard suggested that Ms. Fini should be consulted whether this restriction also applies to the individual for potential appointment as a non-member to the Planning & Oversight Committee.

Discussion followed on the process for appointing two non-members to the Planning and Oversight Committee. Ms. Leopard referred to the ORC statute on page 10 and 11 of the ADAMHS Board Bylaws:

(c.) "Two (2) residents of the service district who are not members of the Board but are qualified, pursuant to ORC§340.02 to serve as members of the Board. One of these members shall be a person who has received or is receiving service for alcohol or other drugs, and the other person shall be a parent or other relative of such a person. These two members shall be appointed by the Board to four-year terms of office as committee members and may be reappointed to not more than one subsequent term of office. These two board members have a right to vote on matters to the Planning and Oversight Committee; however, they do not have a right to vote at any general meetings of the full Board.

Nominating Committee members concurred with Ms. Gambatese's previous instruction to Ms. Krajewski to re-send the memo regarding the recruitment of "non-members" to serve on the Planning and Oversight Committee. The memo stated that submissions will be received after 7/1/09 with the deadline for submissions to the Nominating Co-Chairs by 8/31/09. The Nominating Committee will need to meet again in September; date yet to be determined.

2. Candidates for Non-Member Representation on Planning & Oversight Committee (Continued)

Ms. Leopard thanked Rev. Charlotte Still Noble for conducting telephone and face-to-face interviews with prospective psychiatrist candidates. It was suggested that the same process be used to identify and interview non-member representatives for the Planning & Oversight Committee.

- 1) Receive potential candidates names from ADAMHS Board of Directors
- 2) Initially interview candidates by phone
- 3) Check with Ms. Fini regarding conflict of interest or potential restrictions for these appointments.

Nominating Committee members discussed the need to send a thank-you letter to the psychiatrist candidate for his participation in the interview/recruitment process.

3. Vacant Chair Position

Discussion followed on the Officer vacancy due to Mary McElrath's resignation. Mr. Snider advocated for moving the Second Vice Chair up to the position of Vice Chair. His rationale was based upon Rev. Still Noble's interest in alcohol and drug addiction issues/programs, which represents Ms. McElrath's interests, and Rev. Still Noble's excellent support and participation on all ADAMHS Board committee meetings and activities. Ms. Leopard concurred with Mr. Snider's suggestion.

Motion to recommend Rev. Charlotte Still Noble serve as Vice Chair leaving the vacancy as 2nd Vice Chair to the full Board. MOTION: H. Snider SECOND: A. Leopard / AYES: A. Leopard, H. Snider / NAYS: None / ABSTAIN: C. Still Noble / **Motion passed.**

Nominating Committee members felt that the full Board should be canvassed to solicit interest from all regarding the 2nd Vice Chair vacancy using the process used earlier this calendar year.

Motion to recommend acceptance of nominations for the Second Vice Chair position through 7/31/09 via e-mail or phone contact. MOTION: H. Snider / SECOND: A. Leopard / AYES: A. Leopard, H. Snider, C. Still Noble **Motion carried.**

As there was no further business to discuss, the meeting adjourned at 3:55 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: Amy S. Leopard, Esq., Committee Co-Chair