

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

FINANCE & OPERATIONS COMMITTEE MINUTES
JANUARY 22, 2020

Present: Steve Killpack, MS, Committee Chair, Gregory X. Boehm, M.D., J. Robert Fowler, Ph.D., Rev. Benjamin F. Gohlstin, Sr., Patricia James-Stewart, M.Ed., LSW, Sharon Rosenbaum, MBA, Harvey A. Snider, Esq.

Board Staff Present: Scott Osiecki, Chief Executive Officer, Joseph Arnett, Carole Ballard, Curtis Couch, Tami Fischer, Cheryl Fratalonie, Madison Greenspan, Felicia Harrison, Esther Hazlett, June Hudson, Linda Lamp, Kelli Perk, Starlette Sizemore-Rice, Larry Smith, Lavedia Smith, Maggie Tolbert, Beth Zietlow-DeJesus

1. Call to Order

Mr. Steve Killpack, Committee Chair, called the meeting to order at 4:00 p.m. in the Ohio Room.

2. Cuyahoga County Health and Human Services Levy

Ms. Beth Zietlow-DeJesus, Director of External Affairs, briefed committee members on the Cuyahoga County Health and Human Services Levy scheduled for the March 17, 2020 primary ballot by the Cuyahoga County Council. She noted that the passage of the levy will maintain a critical safety net for persons living with mental illness and substance use disorders, as well as children and family services, services to seniors and critical emergency services to the citizens of Cuyahoga County. The proposed replacement of a 3.9 mill existing Health and Human Services levy and an increase of 0.8 mill is for the purpose of supplementing general fund appropriations for health and human or social services for a period of eight years.

Ms. Zietlow-DeJesus stated that the proposed 0.8 mill increase would go into effect in 2021 and would add about \$35 million more to Health and Human Services, of which \$9 million is slated for new programs and \$26 million would be used to maintain or expand existing services.

With the passage of this levy the County has agreed to provide the ADAMHS Board with a \$5.1 million dollar increase to its base funding; \$2 million for crisis services and \$3.1 million for the Residential Assistance Program (RAP), which provides housing for adults with severe mental illness. This funding is vital to sustaining crisis services, a continuum of care for persons living with severe mental illness and to provide prevention, treatment and recovery support services for the residents of Cuyahoga County.

Ms. Zietlow-DeJesus noted that by the end of January, the Cuyahoga County Levy Steering Committee will be meeting to launch a 6 week campaign to endorse the Health and Human Services Levy. A Levy Campaign Kick-off event is slated for Wednesday, January 29, 2020, 11:00 A.M. at The MetroHealth System.

Committee Input:

- Mr. Killpack commended the ADAMHS Board for their leadership role relative to levy campaign efforts.

Motion to recommend endorsement of the Health and Human Services Levy – Issue 33 to the full Board. MOTION: B. Gohlstin / SECOND: H Snider / AYES: G. Boehm, R. Fowler, B. Gohlstin, P. James-Stewart, S. Killpack, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

3. Finance Reports – November 2019 and December 2019

Ms. Felicia Harrison, Chief Financial Officer, reported on the Voucher and Expenditure Report for December, 2019. She indicated that relative to the Administrative Budget for the month of December, expenses were \$339,698.00, which brings the total administrative expense for Calendar Year (CY) 2019 to \$4,763,889.00 that is roughly 83.86% of the total Administrative budget that was approved for CY2019.

In December, the Board received revenues of \$1,410,009.00, bringing our total revenue for CY2019 to \$62,623,395.00 which is approximately 102.81% of our anticipated revenue for the year. Expenditures for December were \$6,009,045.00 bringing our total expenses for CY2019 to \$55,769,090.00 that is 87.26% of our anticipated expenditures for the calendar year.

Relative to the Administrative Budget, Ms. Sharon Rosenbaum reported that staff salaries and fringe benefits were below budget, which is due to vacant positions; and inquired as to whether there were the any consequences to the Board as it relates to funding. Ms. Harrison reported that there is no detriment to the Board, other than staff being overworked. Mr. Scott Osiecki, Chief Executive Officer, highlighted that in CY2020, the Board anticipates spending the entire Administrative Budget.

Ms. Rosenbaum stated that the December 31, 2019 Balance Sheet reflects \$17,850,000.00, which is an estimate due service providers; and noted that it was reported that total expenses for CY2019 were \$55,769,090.00. As a result, the estimated balance due service providers seems rather high. Ms. Harrison reported that this estimate is based on additional estimates; and will review previous years' values to compare for accuracy and respond.

Ms. Kelli Perk, Director of Risk Management, provided an update on the CY2020 faith-based provider contracts and provider agency core contracts that were approved by the Board at the November, 2019 General Meeting. A draft of the CY2020 core contract, with suggested revisions, will be finalized and forwarded to faith-based providers and provider agencies in the near future for signatures. Ms. Perk also reported that most of the CY2019 contracts have been forwarded to recipients as fully executed contracts. (The Financial Reports are attached to the original minutes in the Executive Unit.)

Motion to recommend approval of the Board Voucher and Expenditure Reports for November 2019 and December 2019 to the full Board. MOTION: R. Fowler / SECOND: S. Rosenbaum / AYES: G. Boehm, R. Fowler, B. Gohstin, P. James-Stewart, S. Killpack, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

4. CONTRACTS

- o Ms. Harrison highlighted agenda process sheets for agreements listed below, answered questions, and provided clarification for committee members.
 - a) Substance Abuse and Mental Health Services Administration (SAMHSA) Funding for Expansion of Cuyahoga County Court of Common Pleas Medication Assisted Treatment Drug Court (MAT II) – \$884,400.00 (Pooled)
 - Matt Talbot
 - Community Assessment & Treatment Services (CATS)
 - Stella Maris
 - Salvation Army/Harbor Light

Mr. Killpack inquired as to when the substance related services for alcohol and other drug dependent offenders participating in the Cuyahoga County Medication Assisted Treatment Drug Court commenced. Ms. Maggie Tolbert, Assistant Chief Clinical Officer, reported that she believes the services commenced on May 31, 2019; however, to ensure accuracy, she will research the matter and respond for clarification.

Mr. Snider commended staff for the utilization of the contractual parties listed above and indicated that these provider agencies have and will continue to make this program a success.

- b) Parole Assertive Community Treatment (PACT) – \$275,000.00
 - Recovery Resources
- c) Needs Assessment/Analysis – \$60,050.00
 - Cleveland State University
- d) Ohio Department of Mental Health and Addiction Services (OhioMHAS) Match Funding to Ohio Development Services Agency (ODSA) – Pass Through – \$90,000.00
 - Emerald Development and Economic Network, Inc. (EDEN, Inc.) - \$75,000.00
 - Joseph's Home - \$15,000.00
- e) Copier Lease and Maintenance Contract – 5 Years – \$14,079.60 Annually
 - ACE / De Lage Landen Public Finance, LLC

Mr. Osiecki reported that the contract with ACE / De Lage Landen Public Finance, LLC is a ratification of a contract due to a January, 2020 price increase.

- f) Sponsorships:
 - Improbable Players, Tour Dates: February through June, 2020 – (\$2,500.00 Sponsor)
 - 7th Annual Ohio Recovery Housing 2020 Conference, March 30 – April 1, 2020 – (\$1,000.00 Sponsor)
- g) Ratification of Fentanyl Awareness Campaign Contracts: December, 2019 and January, 2020 – \$20,450.00
 - Brothers Printing - \$1,875.00
 - Radio One Cleveland - \$5,025.00
 - La Mega Media - \$2,500.00
 - Voice It Radio - \$2,000.00
 - The Wave - \$2,000.00
 - iHeart Media - \$7,050.00

Motion to recommend approval of Contracts (as listed above) to the full Board.

MOTION: H. Snider / SECOND: S. Rosenbaum / AYES: G. Boehm, R. Fowler, B. Gohlstin, P. James-Stewart, S. Killpack, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

5. Contract Amendments

- a) Amendment to Resolution 18-07-02, FFY2019 Opportunities for Ohioans with Disabilities (OOD), Case Services Contract – Reallocation of \$23,000.00
 - Reduce Jewish Family Service Association - (\$331,293.22)
 - Increase Recovery Resources – (\$407,430.54)
- b) Amendment to Resolution 19-11-04, State Opioid Response (SOR) – Minority Communities Grant – Funding Adjustment – \$957,500.00
 - Cleveland Treatment Center - \$331,600.00
 - **Cleveland UMADAOP - \$232,448.00**
 - Hispanic UMADAOP - \$94,748.00
 - Hitchcock Center for Women - \$21,174.00
 - Signature Health - \$277,530.00

Due to Narcan being available through the Ohio Department of Health, funding for Cleveland UMADAOP is being decreased \$7,500.00. Mr. Snider requested the agenda process sheet reflect the \$7,500.00 reduction to Cleveland UMADAOP for the General Meeting. Mr. Killpack concurred.

Motion to recommend approval of Contract Amendments (as listed above) to the full Board.

MOTION: S. Rosenbaum / SECOND: H. Snider / AYES: G. Boehm, R. Fowler, B. Gohlstin, P. James-Stewart, S. Killpack, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

6. Identify Consent Agenda

Ms. Rosenbaum recommended including the November 2019 and December 2019 Finance Reports, Contracts and Contract Amendments into the Consent Agenda to be recommended for approval to the full Board.

7. New Business

- Mr. Osiecki stated that Mr. James P. Purcell, Cleveland Police Captain and Crisis Intervention Team (CIT) Coordinator, passed away on Saturday, January 18, 2020.

There being no further business, the meeting adjourned at 4:30 p.m.

Submitted by: Linda Lamp, Executive Assistant

Approved by: Steve Killpack, MS, Finance & Operations Committee Chair