

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

## FINANCE & OPERATIONS COMMITTEE MINUTES MARCH 20, 2019

**Present:** Sharon Rosenbaum, MBA, Committee Vice Chair, J. Robert Fowler, Ph.D., Eugenia Kirkland, LSW, MSSA, CDCA, Harvey A. Snider, Esq. / **Absent:** Steve Killpack, MS, Rev. Benjamin F. Gohlstin, Sr., Hugh B. Shannon

**Board Staff Present:** Scott Osiecki, CEO, Curtis Couch, Tami Fischer, Cheryl Fratalone, Bob Garrity, Felicia Harrison, Esther Hazlett, June Hudson, Carol Krajewski, Maggie Tolbert

### 1. Call to Order

Committee Vice Chair, Sharon Rosenbaum, called the meeting to order at 4:00 p.m.

### 2. Approval of Minutes

The Finance & Operations Committee minutes from February 20, 2019 were approved as submitted.

### 3. Finance Reports

Felicia Harrison, Chief Financial Officer, reported on the Voucher and Expenditure Reports for February 2019. The total approved Administrative Budget for CY2019 is \$5,680,960. Through the end of February, we have spent \$379,476.00 which is 13.64% compared to the projected amount of 16.67%. There were no unusual expenses occurring in February with the exception of one item under Building & Grounds where we did pay for renovations made to the 6<sup>th</sup> floor lobby area.

Regarding expenses for Security, Ms. Harrison noted that the Board is contracting with a new security company in CY2019. There may have been a few issues in receiving the first invoices; therefore, committee members may see additional invoices next month.

Revenue collected in February, was \$3,093,739.00; bringing our total revenue for the 1<sup>st</sup> two months of the year to \$43,286,732.00. As noted previously, the Board received its full allocation of levy funds from the County (\$39,363,659.00) early this calendar year. Expenses for February were \$4,977,639.00 bringing our total expenses to \$7,971,901.00 which is roughly 12.5% of our expenditure budget. (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 February 2019 to the full Board.

MOTION: E. Kirkland / SECOND: R. Fowler / AYES: R. Fowler, E. Kirkland, S. Rosenbaum, H. Snider / NAYS: None

### Motion passed.

### 4. Contracts

Chief Financial Officer, Felicia Harrison, highlighted agenda process sheets for agreements listed below, answered questions, and provided clarification for committee members.

- a) Ohio Department of Mental Health & Addiction Services (OhioMHAS): Multi-System Youth Grant
  - Positive Education Program - \$200,000.00 (Approved at February 27, 2019 General Meeting)
  - Memorandum of Understanding (MOU): Providers listed below – Grant Total: \$70,723.00
    - Applewood Centers - \$35,000.00
    - The Art Therapy Studio - \$20,000.00
    - The Music Settlement - \$8,400.00
    - The Mat Project – \$1,723.00
    - Tough as Milk - \$6,000.00
- b) OhioMHAS: Psychotropic Drug Court Grant Funds
  - Cuyahoga County Sheriff's Office - \$7,306.65
- c) One-time payment for CY18 Inpatient Withdrawal Management Services
  - St. Vincent Charity Medical Center - \$41,250.00

- d) Sponsorships:
  - Cleveland International Film Fest, March 27-April 7, 2019 - \$2,000.00
  - Life Act's "Into the Light" Suicide Prevention Walk, May 9, 2019 - \$1,000.00
  - LGBTQ+ Center of Greater Cleveland's "Pride in the CLE" Festival, June 1, 2019 - \$1,000.00
  - City Club Presentation, June 24, 2019 - \$1,000.00 Co-Sponsorship
  - NAMI of Greater Cleveland's 17<sup>th</sup> Annual NAMI Walks Cleveland, September 2019 - \$2,500.00
- e) Chief Clinical Officer Consultant
  - Leslie M. Koblentz, M.D., J.D., M.S. - \$140,400.00

With regard to the first metric listed for the Multi-System Youth Grant, the following question was asked, "how does anyone determine the effectiveness of the use of these funds?" Scott Osiecki, CEO, noted that the target population for these services are the youth at the Juvenile Court's Detention Center. Maggie Tolbert, Assistant Chief Clinical Officer, noted that these short-term services will help with the acute needs of youngsters in the Juvenile Detention Center and assist in identifying their feelings after-hours and on weekends.

Ms. Ronna Kaplan of The Music Settlement noted that the music therapists could be asked to conduct a pre & post self-report. Several scales that are used for self-reporting can be used for this pilot project to assess whether the therapy provided was helpful. Rachel Kinker, Administrative Director of The Art Therapy Studio, mentioned that her organization would also be willing to conduct a pre and post evaluation. Mr. Osiecki stated that the agenda process sheet would be revised to reflect this requirement in the metrics section.

#### **5. Amendments to Contracts**

- a) Amendment to Res. No. 18-11-08 Approval of CY2019 Service Provider Contracts
  - Bellefaire Jewish Children's Bureau - \$185,000.00 Increase

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

MOTION: E. Kirkland / SECOND: H. Snider / AYES: R. Fowler, E. Kirkland, S. Rosenbaum, H. Snider / NAYS: None

#### **Motion passed.**

#### **b) Identify Consent Agenda**

Ms. Rosenbaum identified the following elements to include into the Consent Agenda: Acceptance of Board Voucher and Expenditure Reports, Contracts, and Amendments; committee members concurred.

- c) **Old/New Business** - None

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

**Submitted by:** *Carol Krajewski, Executive Specialist*

**Approved by:** *Sharon Rosenbaum, MBA, Finance & Operations Committee Vice Chair*