

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY  
FINANCE & OPERATIONS COMMITTEE  
MARCH 21, 2018**

**Committee Members Present:** Rev. Benjamin F. Gohlstin, Sr., Committee Chair, J. Robert Fowler, Ph.D., Eugenia Kirkland, LSW, MSSA, CDCA, Sharon Rosenbaum, MBA, Harvey A. Snider, Esq.,

**Absent:** Pythias D. Jones, M.D., Hugh B. Shannon, Ericka L. Thoms

**Others:** David G. Lambert, Chief Assistant Prosecuting Attorney of the Civil Unit, Kelli K. Perk, Asst. Prosecuting Attorney

**Board Staff Present:** Scott Osiecki, Chief Executive Officer, Cheryl Fratalonie, John Garrity, Esther Hazlett, Carol Krajewski, Ralph Piatak, Cassandra Richardson, Maggie Spellman

**1. CALL TO ORDER**

Committee Chair, Rev. Gohlstin, called the Finance & Operations Committee meeting to order at 4:00 p.m.

**2. APPROVAL OF MINUTES**

The Finance & Operations Committee minutes of February 21, 2018 were approved as written.

**3. FINANCE REPORTS**

**Board Voucher and Operating Expenditures Report for February 2018**

Cassandra Richardson, Interim CFO, reported on the Administrative Budget Reports for February 2018. The Board's projected expenditure percentage was 16.67% through February 28, 2018; actual utilization stands at 16.05%. The Board is staying in line with its approved budget for CY2018. Ms. Richardson reported that providers have been asked to adhere to their contracts by getting their 2017 final expenditures in to the Board by 3/31/18.

She noted that there is nothing out of the ordinary on February Board Voucher Report. (The Financial Report is attached to the original minutes stored in the Executive Unit.)

Ms. Rosenbaum inquired about anticipated funds needed in the salary line item for current vacancies in key positions. Ms. Richardson noted that several large unforeseen payouts were needed at the beginning of the calendar year; consequently, by the time new employees are hired, the Board should have some leverage within the salary line item. Mr. Osiecki added that certain people who are no longer with the Board were at higher salaries due to their length of service. Regarding the increase in funds spent on Security, Mr. Osiecki explained that the security costs listed are not only for coverage of the Administrative Office but also for other ADAMHS Board facilities in the community. Rev. Gohlstin asked that the Voucher Report specifically identify security expenditure locations in the future.

**Motion to recommend approval of Board Vouchers & Expenditure Reports for February 2018 to the full Board.**

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

**4. HEALTH & HUMAN SERVICE LEVY DISCUSSION**

Mr. Osiecki distributed a handout entitled, Things to Think about Regarding the Health & Human Services Levies. The document indicates that the ADAMHS Board receives \$39.4 million from two county-wide Health & Human Services Levies that provides 59% of our total budget of \$67.3 million. The \$3.9 mill levy is the smaller of the two voted levies and is scheduled for renewal consideration on the May 8, 2018 ballot. The renewal is for two years, will have no additional impact on taxes, and is no increase to homeowners.

A 4.8 mill levy, approved in May 2016, for eight years with collections beginning in 2017, will be on the ballot again in 2024. The thought behind having the 3.9 mill levy duration for two years is to have an 8-year replacement levy on the ballot in 2020. This will allow the levies to be on the ballot every four years instead of every two years. The document also named those behavioral health services funded by the Health & Human Services Levy dollars and the ADAMHS Board's support of these levies. Mr. Osiecki acknowledged that Ohio Revised Code 340.03 permits ADAMHS Board staff to engage in levy-related activities during business hours and are allowed to advocate for voting "Yes" for passage of levies.

**Motion to recommend endorsement of Cuyahoga County's Health & Human Services Levy to the full Board.**

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

**5. CONTRACTS**

Ms. Richardson highlighted the agenda process sheets for Service Provider and Operational Agreements, answered questions, and provided clarification for committee members.

**a. Interagency Agreements:**

1. Amendment to Resolution 17-11-03 – Ohio Mental Health & Addiction Services (OMHAS)
  - Emerald Development & Economic Network, Inc. – \$209,675.00 Grant Increase

**b. Service Provider Agreements: Allocation of Funds**

1. AIDS Funding Collaborative Renewal Funding
  - The Center for Community Solutions - \$75,000.00

**Amendments:**

1. Amendment to Resolution 17-11-03 – Ohio Mental Health & Addiction Services (OMHAS)
  - Emerald Development & Economic Network, Inc. – \$209,675.00 Grant Increase
2. Amendment to Resolution 15-11-05, 17-02-03
  - Emerald Development & Economic Network (EDEN) Inc. - \$71,232.12
3. Amendment to Resolution 17-11-06, Approval of CY 2018 ADAMHS Board Operational Budget and CY2018 Service Provider Contracts – Sober Housing
  - Stella Maris – \$50,000.00 Grant Increase
4. Amendment to Resolution 17-11-06, Approval of CY 2018 ADAMHS Board Operational Budget and CY2018 Service Provider Contracts – Mental Health Services in the Detention Center
  - Applewood Centers, Inc. - \$16,000.00 Increase

**c. Operational Agreements:**

1. Independent Peer Review of AOD Detoxification Services
  - Brown Consulting, LTD - \$14,125.00
2. The Devereux Student Strengths Assessment (DESSA) Tool
  - Aperture Education Services - \$30,600.00
3. Sponsorship: LifeAct 14<sup>th</sup> Annual *Into the Light Walk* on Sunday Evening, April 22, 2018 - \$1,000.00
4. Sponsorship: The Women's Recovery Center *Miracles of Recovery Breakfast* on Thursday, May 3, 2018 and the 30<sup>th</sup> Annual *run, jane, run Sports Festival* (date TBD in August 2018) - \$1,500.00
5. Sponsorship: City Club Forum: State of Behavioral health in Ohio, Wednesday, May 9, 2018 - \$1,000.00
6. Sponsorship: "Survivors of Violence Conference & Concert" - May 11 & 12<sup>th</sup>, 2018 - \$750.00
7. Sponsorship: Alive on Purpose 6<sup>th</sup> Annual Him & Me Father & Daughter Gala – Sunday, August 5, 2018 - \$1,000.00
8. Sponsorship: Recovery Resources 6<sup>th</sup> Annual Run for Recovery on Saturday, August 18, 2018 - \$1,000.00
9. Sponsorship: NAMI-Walks for the Mind of America, Saturday, September 15, 2018 - \$2,500.00

**d. Personal Service Agreements:**

1. Consulting Contract for Remote Network Administration
  - Christopher P. Tomaro - \$45 per hour on an as needed basis
2. Consulting Contract for Onsite Network Services
  - Ronald Papajcik - \$100 per hour as needed for Tier 1 Support
  - Laketec Communications – As needed: \$125/hour for Tier 2 Support and \$180/hour for Tier 3 Support

**Motion to recommend approval and ratification of Interagency, Service Provider, Operational and Personal Service**

**Agreements to the full Board.** MOTION: R. Fowler / SECOND: H. Snider / AYES: R. Fowler, E. Kirkland, S. Rosenbaum, H. Snider / NAYS: None / ABSTAIN: None / **Motion passed.**

**6. IDENTIFY CONSENT AGENDA**

Committee members agreed to include the Financial Reports and all Agreements into the Consent Agenda.

**7. ST. VINCENT CHARITY HOSPITAL INTERGOVERNMENTAL PROPOSAL**

Mr. Osiecki introduced representatives from St. Vincent Charity Medical Center and Sisters of Charity Health System, Beverly Lozar, Chief Operating Officer, Susanna Krey, Senior Vice President of External Affairs, Foundations Outreach Ministries, Heather Stoll, Vice President of External Affairs, and John Rusnaczyk, Chief Financial Officer. Additionally, David Paragas, Governmental Affairs Advisor/Legal Counsel, participated in the discussion from Columbus, Ohio, via conference call.

Ms. Lozar narrated a power point presentation about SVCMC, "a neighborhood anchor, providing quality health care, excellent jobs, economic stability and commitment to community partnership for 150 years." The hospital has 208 staffed beds, 1,200 employees, 330 physicians, 106 volunteers and the average number of patients served per year is 155,000. She noted that SVCMC's Psych Emergency Department is one of only seven in the United States and receives patients from 50 cities. Annually, SVCMC serves 3,600 patients with 40% inpatient admissions and 60% referred to outpatient services. (The power point presentation is attached to the original minutes stored in the Executive Unit.)

Mr. Paragas described the Intergovernmental Concept being proposed to allow the Board's annual \$3.5 million grant to SVCMC to be utilized as matching funds through an intergovernmental transfer (IGT). It was noted that this arrangement is being proposed so that SVCMC could be reimbursed under Medicare rates. Discussion followed.

Board Chair, Eugenia Kirkland, stated that this was a good informational session and noted her appreciation for the input of Board members and feedback from Dave Lambert and Kelli Perk, of the Office of Cuyahoga County Prosecutor Michael C. O'Malley, who were asked to take this concept back to their legal team for additional review.

**8. OLD BUSINESS**

**Priority Setting** - Mr. Osiecki highlighted a document distributed on the Priority Setting process that has been shared with each of the Board of Director committees. Based upon his research, he presented those areas to be considered, elements of the priority setting process and next steps once priorities are set. (The handout referenced is attached to the original minutes in the Executive Unit.)

*There being no further business, the meeting adjourned at 5:00 p.m.*

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

**Approved by:** Rev. Benjamin F. Gohlstin, Sr., Finance & Operations Committee Chair