

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

**FINANCE & OPERATIONS COMMITTEE  
JANUARY 18, 2017**

**PRESENT:** David E. Biegel, PhD, J. Robert Fowler, PhD, Harvey A. Snider, Esq., Ericka L. Thoms, Mary R. Warr, M.Ed.  
**ABSENT:** Eugenia Cash, LSW, MSSA, CDCA, Rev. Benjamin F. Gohlstin, Sr., Charlotte Rerko, MSN, RN, BC

**BOARD STAFF PRESENT:**

William Denihan, C.E.O., Frank Brickner, Tami Fischer, Cheryl Fratalone, John Garrity, Esther Hazlett, June Hudson, Derrick Kirklen, Carol Krajewski, David Lambert, Scott Osiecki, Starlette Sizemore-Rice, Maggie Spellman

**1. CALL TO ORDER**

Ericka Thoms, Committee Vice Chair, called the Finance & Operations Committee to order at 4:00 p.m.

**2. APPROVAL OF MINUTES**

The Committee of the Whole Meeting minutes of November 16, 2016 were approved as written.

**3. FINANCE REPORTS**

**Board Voucher and Operating Expenditures Report for November 2016 and December 2016**

Frank Brickner, Chief Financial Officer, reported on the Administrative Budget Reports for November and December. Mr. Brickner highlighted several voucher payments for November and focused primarily on the December report as it reflects the most current activity year-to-date. Total spending through 12/31/16 was over \$5,220,039.00 and was under budget by over 5% for CY2016. The Board was under budget in all categories except contracts. Usual expenses were reported on the December Board Voucher Report.

**Income Statement:** Total revenues of \$64,766,906.00 were received which is slightly under our \$64.8 million estimate.

**Expenses:** Through December, a total of \$67.9 million was spent. Actual expenses from CY2016 were \$62,976,746.00 with \$4,898,090.00 payments made for 2015 contract payments. The largest line item being Direct Non Medicaid Services. It was noted that contractors have three additional months in CY2017 to bill for CY2016 services.

**Board Properties:** Normal activities and utilities occurred during November and December for Board properties. (Financial Reports are attached to the original minutes in the Executive Unit.)

**Motion to recommend approval of Board Vouchers & Expenditure Reports for November 2016 and December 2016 to the full Board.** MOTION: H. Snider / SECOND: R. Fowler / AYES: R. Fowler, H. Snider, M. Warr / NAYS: None ABSTAIN: D. Biegel / **Motion passed.**

**5. CONTRACTS**

Mr. Brickner highlighted agenda process sheets for agreements listed below, answered questions, and provided clarification for committee members.

**a. Interagency Agreements: Acceptance of Funds: \* Pass-Through Items**

1. \* Cuyahoga County Office of Health and Human Services, Family and Children First Council– Family Centered Services and Support - \$203,948.50 (Contractor: Positive Education Program)
2. \* OhioMHAS – Respite Care- \$154,315.00 (Contractors: Bellefaire Jewish Children’s Bureau and Positive Education Program)
3. \* Cuyahoga County Juvenile Court – Project CALM - \$11,561.00 (Contractor: Applewood Centers, Inc.)

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

1. Cuyahoga County Office of Health and Human Services, Family and Children First Council– Family Centered Services and Support
  - Positive Education Program - \$203,948.50
2. OhioMHAS – Respite Care - \$154,315.00
  - Bellefaire Jewish Children’s Bureau
  - Positive Education Program
3. Cuyahoga County Juvenile Court – Project CALM
  - Applewood Centers, Inc. - \$11,561.00
4. Transitional Housing and Treatment
  - YMCA of Greater Cleveland - \$137,798.00
5. AOD Prevention Services
  - East Cleveland Neighborhood Center - \$87,305.00
6. Inpatient Hospital Admissions for Minors’ Agreement - \$50,000.00
  - Fairview Hospital
  - University Hospitals of Cleveland
  - Windsor Laurelwood Center

**Amendments:**

1. Amendment to Resolutions 15-11-05 and 16-10-04, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – AOD Residential Treatment \$78,000.00 Increase
  - Community Assessment and Treatment Services - \$53,000.00 Increase
  - ORCA House, Inc. - \$25,000.00 Increase
2. Amendment to Resolutions 16-04-02 and 16-10-04, Pharmaceutical Management and Nursing Services for OhioMHAS Licensed Residential Care Facilities
  - The Visiting Nurse Association, dba VNA Careplus - \$30,000.00 Increase CY 2016 and \$60,000.00 Funding CY 2017
3. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – MH Outpatient Treatment
  - Ohio Guidestone - \$30,000.00
4. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – AOD Seasons of Hope
  - Hitchcock Center for Women – Up to \$51,726.00
5. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – Hoarding Connection
  - Eldercare Services Institute, LLC - \$1,800.00
6. Amendment to Resolutions 15-11-05 and 16-10-04, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – Sober Housing
  - Stella Maris, Inc.- \$7,000.00 Increase

In response to Ms. Warr’s inquiry, Mr. Denihan noted that efforts are underway to recommend a new provider to be responsible for the Seasons of Hope house.

**Motion to recommend approval of Interagency and Service Provider Agreements to the full Board.** MOTION: H. Snider / SECOND: R. Fowler / AYES: D. Biegel, R. Fowler, H. Snider, M. Warr / NAYS: None / ABSTAIN: None / **Motion passed.**

**c. Operational Agreements:**

1. Public Art Mural Project
  - Lewis Art - \$35,000.00
2. Amendment to Resolution 16-10-05, Approval of Operational Agreements - Strategic Plan
  - Cleveland Airport Marriott – \$3,396.41 Increase

Ms. Warr advocated for reaching out to young adults in faith-based organizations as a possible resource for the Public Art Mural project. The suggestion was taken under advisement.

**Motion to recommend approval of Operational Agreements to the full Board.** MOTION: H. Snider  
SECOND: D. Biegel / AYES: D. Biegel, R. Fowler, H. Snider, M. Warr / NAYS: None / ABSTAIN: None / **Motion passed.**

**d. Personal Service Agreements:**

1. CEO Search Planning Consultation
  - BVU: The Center for Nonprofit Excellence - \$4,500.00

Discussion followed:

- Dr. Biegel addressed the proposed CEO Succession Plan Timeline and specifically questioned the reference to interviewing internal applicants exclusively.
- Mr. Denihan understood that the Board agreed to utilize the ADAMHS Board's hiring policy to interview interested internal candidates first; and if not satisfied, then to post/advertise the position for external candidates.
- Mr. Snider expressed his appreciation for current staff members who possess incredible expertise; however, he felt that he could not approve the action of posting the position vacancy internally first before considering other interested applicants. Mr. Snider felt that he has a fiduciary responsibility to offer the CEO position generally to the overall community.
- Dr. Fowler agreed with his colleagues. He recalled that Board members were interested in looking locally rather than a state-wide or national search due to anticipated costs.
- Mr. Denihan noted that a report is anticipated by the Succession Plan Subcommittee at the next General Meeting.
- Dr. Biegel strongly disagreed with the timeline as proposed and stated that the full Board should have weigh in on the overall Search process including the issue of internal and external candidates.

Ms. Thoms recommended that the actual hiring policy be included in the General Meeting packet. Dr. Biegel suggested removing the Personal Service Agreement from the Consent Agenda and voting upon it separately.

Committee members agreed not to take any action to recommend the Personal Service Agreement regarding the CEO Search Planning Consultation but instead to forward it on to the full Board for further review and consideration at the January General Meeting.

**IDENTIFY CONSENT AGENDA**

Finance & Operations Committee members agreed to include the Interagency, Service Provider and Operational Agreements into the Consent Agenda.

**OLD/NEW BUSINESS**

***There being no audience comment or further business, the meeting adjourned at 4:55 p.m.***

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

***Approved by: Ericka L. Thoms, Finance & Operations Committee Vice Chair***