

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

**FINANCE & OPERATIONS COMMITTEE
FEBRUARY 15, 2017**

PRESENT: David E. Biegel, Ph.D., J. Robert Fowler, Ph.D., Ericka L. Thoms

ABSENT: Eugenia Cash, LSW, MSSA, CDCA, Rev. Benjamin F. Gohlstin, Sr., Charlotte Rerko, MSN, RN, BC, Harvey A. Snider, Esq., Mary R. Warr, M.Ed.

BOARD STAFF PRESENT:

William Denihan, C.E.O., Frank Brickner, Tami Fischer, Cheryl Fratalone, Esther Hazlett, Myra Henderson, Carol Krajewski, David Lambert, Scott Osiecki, Maggie Spellman

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

The Finance & Operations Committee minutes of January 18, 2017 were approved as written.

3. FINANCE REPORTS

Board Voucher and Operating Expenditures Report for January 2017

Frank Brickner, Chief Financial Officer, reported on the Administrative Budget Reports for January 2017. Total spending for January was \$484,452 which is slightly over budget as compared to the \$5.7 million annual budget and under budget in the line item, Salaries & Fringes. The Board is slightly over budget in Contracts & Professional Services as a second payment was made to RAMA Consulting in the amount of \$11,175 in accordance with contract requirements.

The Board has spent over half of the year's allocation budget for Equipment; \$27,863 was spent in January. Two significant payments were made in January—an upgrade to our phone system with Warwick Communications, Inc. in the amount of \$14,283 and a payment to Dell Computer for our VMWare license.

Income Statement: Total revenues for January were \$1.8 million; this represents only 2.8% of annual budget of \$63.4 million. The income statement will increase significantly in March when the Board should receive its 1st quarter of ADAMHS Levy funding and some additional federal reimbursements (1915A Waiver and SAPT funds).

Expenses: Total expenses for January were \$6.0 million; of this amount \$3.1 million was spent on services rendered in Calendar Year 2015 services but paid in 2016. A detailed breakout on page 9 of the report identifies how the \$3.1 was expended against the 2016 budget. For the 2016 budget, the Board has spent \$55.8 million for Direct Services. As the budget was \$59.8 million, this represents over 93% to date.

Board Properties: No unusual activities; payments made were for utilities or on-going maintenance. (Financial Reports are attached to the original minutes in the Executive Unit.)

Motion to recommend approval of Board Vouchers & Expenditure Reports for January 2017 to the full Board.

MOTION: R. Fowler / SECOND: E. Thoms / AYES: E. Thoms, R. Fowler / NAYS: None / ABSTAIN: D. Biegel

Motion passed.

5. CONTRACTS

Mr. Brickner highlighted agenda process sheets for Interagency, Service Provider and Operational Agreements, answered questions, and provided clarification for committee members.

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

- *1. OhioMHAS ASAM Criteria Skill Building Training - \$9,589.43
 - Moore Counseling & Mediation Services, Inc.
- *2. The Centers for Health Affairs - Fiscal Agent for the Trauma Informed Care Training - \$6,600.00 Grant

b. Service Provider Agreements: Allocation of Funds

- 1. Day Reporting Program
 - Applewood Centers, Inc. - \$122,000.00
- 2. Targeted Self-Management of Epilepsy and Mental Illness (TIME) Program
 - Epilepsy Association - \$55,000.00
- 3. Heroin Crisis Partnership Initiative - Residential Treatment Expansion
 - Catholic Charities - \$900,000.00
 - Community Action Against Addiction - \$161,568.00

Amendments:

- 1. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – MH Peer Support
 - Life Exchange Center- \$15,000.00 Increase
- 2. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – Consumer Operated Services Property
 - Emerald Development and Economic Network, Inc. - \$400,000.00

c. Operational Agreements:

- 1. OhioMHAS ASAM Criteria Skill Building Training
 - Moore Counseling & Mediation Services, Inc. - \$9,589.43
- 2. Sponsorships:
 - Sober Seventeenth, Inc. - (Sober St. Patrick's Day) - March 17, 2017 \$1,500.00 Gold Sponsorship
 - Brite Winter \$2,500.00
 - Cleveland International Film Festival \$2,000.00
- 3. Fiscal Agent for The Center for Health Affairs Trauma Informed Care Training: May 22, 2017

Motion to recommend approval of Interagency, Service Provider and Operational Agreements to the full Board.

MOTION: D. Biegel / SECOND: R. Fowler / AYES: D. Biegel, R. Fowler, E. Thoms / NAYS: None / ABSTAIN: None

Motion passed.**IDENTIFY CONSENT AGENDA**

Finance & Operations Committee members agreed to separate out the Financial Reports. The Consent Agenda shall consist of Interagency, Service Provider and Operational Agreements.

6. OLD/NEW BUSINESS - None

There being no audience comment or further business, the meeting adjourned at 4:25 p.m.

Submitted by: Carol Krajewski, Executive Specialist

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