

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY
FINANCE & OPERATIONS COMMITTEE MINUTES
JANUARY 20, 2016**

David E. Biegel, Ph.D., Committee Chair, called the meeting to order at 4:00 p.m. Harvey A. Snider, Esq., read aloud the Committee Mission Statement: *“To assist the full Board in fulfilling its fiduciary responsibility by reviewing and overseeing financial and operational aspects of the system.”*

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

Board Staff Present: William Denihan, C.E.O., Frank Brickner, Tami Fischer, Cheryl Fratalone, John Garrity, Ph.D., Valeria Harper, Esther Hazlett, June Hudson, Carol Krajewski, Michelle Myers, Scott Osiecki, Ralph Piatak, Starlette Sizemore-Rice

1. APPROVAL OF MINUTES

The Finance & Operations Committee minutes of October 21, 2015 were approved as submitted.

2. FINANCE REPORT

Board Voucher and Operating Expenditures Report for November 2015 and December 2015

Frank Brickner, Chief Financial Officer, reported on the December 2015 Administrative Budget Reports. As of 12/31/15, the Board spent \$5,290,035 (96.18%) of its projected \$5.5 million administrative budget. He noted that even with having 27 pay periods in 2015 the overall administrative budget was under budget by \$210,000.

Total revenues from our Income Statement for the year were \$64.1 million that exceeded our budget of \$62.9 million. Additional Revenues were received in the following areas: 1915A waiver program and additional funding awarded subsequent to the passing of the budget, such as the State Central Pharmacy, Federal CABHI Grant.

Total Expenses for 2015 were \$64.2 million. The total Non-Med Services line (allocations to contracted providers) spent \$41.8 million against the \$51.9 million budget. It was noted that providers have 90 days to submit expenses against their 2015 contracts; consequently, an additional \$6 million is forecasted to be spent over the first 3 months of 2016. Mr. Bricker noted that we are still projecting to be under budget by approximately \$4 million; the significant reason being cost savings realized by Medicaid Expansion. The Board Properties Line Item spent \$503,000; almost \$330,000 of this total was spent last quarter of 2015 as renovations/improvements were made to several properties. (All financial reports are attached to the original minutes stored in the Executive Unit.)

Motion to recommend approval of Board Vouchers & Expenditure Reports for November 2015 and December 2015 to the full Board. MOTION: B. Gohlstin / SECOND: H. Snider / AYES: E. Cash, R. Fowler, B. Gohlstin, H. Snider, M. Warr / NAYS: None / ABSTAIN: None / **Motion passed.**

3. CONTRACTS

Dr. Biegel referenced revisions made to agenda process sheets to enhance the performance measure section. Three categories have been specified—metrics, benchmarks and evaluation/outcome data; input from committee members regarding this change would be addressed later in the meeting.

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

- a. **Interagency Agreements: Acceptance of Funds:**
 - Cuyahoga County Office of Early Childhood/Invest In Children (IIC) – Early Childhood Mental Health Funding - \$669,552.00 (Contractors: Achievement Center, Applewood, Cleveland Rape Crisis Center, Ohio Guidestone, Positive Education Program)

- Ohio Department of Mental Health & Addiction Services (OhioMHAS) – Employment Opportunities within Housing Agencies - \$8,260.00 (Contractor: Emerald Development and Economic Network, Inc.)
- Ohio Department of Mental Health & Addiction Services – Medication Addiction Treatment Drug Court Program - \$1,410,000.00 (Contractor: Catholic Charities Services, Community Assessment and Treatment Services Inc., Moore Consulting, Stella Maris, The Salvation Army)
- Amendment to Resolution 14-11-03, Cuyahoga County Corrections Planning Board – Adult Probation Substance Abuse Residential Treatment Program - \$200,000.00 Increase (Contractors: Catholic Charities Services, Community Assessment and Treatment Services Inc., ORCA House, Inc.)
- Amendment to Resolution 14-11-03, Cuyahoga County Corrections Planning Board – Adult Probation Substance Abuse Residential Treatment Program Vivitrol Pilot Program - \$100,000.00 Increase (Contractor: The Salvation Army)

b. Service Provider Agreements: Allocation of Funds:

*[*Recommended by Planning & Oversight Committee]*

1. Cuyahoga County Office of Early Childhood/Invest In Children (IIC) – Early Childhood Mental Health Contracts - \$1,213,128.00
 - Achievement Center (\$390,000.00)
 - Applewood (\$108,105.00)
 - Beech Brook (\$160,000.00)
 - Cleveland Rape Crisis Center (\$70,000.00)
 - Ohio Guidestone (\$175,023.00)
 - Positive Education Program (\$310,000.00)
2. OhioMHAS – Employment Opportunities Within Housing Agencies
 - Emerald Development and Economic Network, Inc. (\$8,260.00)
3. * OhioMHAS – Medication Addiction Treatment Drug Court Program - \$1,410,000.00 to be pooled among the following providers
 - Catholic Charities Services
 - Community Assessment and Treatment Services, Inc.
 - Moore Consulting
 - Stella Maris, Inc.
 - The Salvation Army
4. Youth/Adolescent Intensive Crisis Stabilization Bed
 - Applewood Centers, Inc. (\$125,000.00)
5. Inpatient Hospital Admissions for Minors' Agreement - \$50,000.00
 - Fairview Hospital
 - Windsor Laurelwood Center

Amendments:

1. Amendment to Resolution 14-11-03, Cuyahoga County Corrections Planning Board – Adult Probation Substance Abuse Residential Treatment Program - \$200,000.00 Increase
 - Catholic Charities Services
 - Community Assessment and Treatment Services, Inc.
 - ORCA House, Inc.
2. Amendment to Resolution 14-11-03, Cuyahoga County Corrections Planning Board – Adult Probation Substance Abuse Residential Treatment Program – Vivitrol Pilot Program
 - The Salvation Army - \$100,000.00 Increase
3. Amendment to Resolution 15-11-02, Eligibility Agreements with Licensed Adult Care Facilities (ACF)
 - (See list on Agenda Process Sheet)
4. Amendment to Resolution 14-11-08, Approval of CY2015 Service Provider Core, Mid-Biennium and One-Time Funding Contracts – MH Services in the Juvenile Court Detention Center
 - Catholic Charities Services - \$29,483.09 Increase
5. Amendment to Resolution 14-11-08, Approval of CY2015 Service Provider Core, Mid-Biennium and One-Time Funding Contracts – MH Outpatient Treatment
 - Positive Education Program - \$55,000.00 Increase

c. Operational Agreements:

*[**Recommended by Community Relations & Advocacy Committee]*

1. ** Social Media Advertising - \$20,000.00
 - Facebook - \$10,000.00
 - Twitter - \$10,000.00
2. ** ADAMHS Board of Cuyahoga County Annual Meeting May 16, 2016
 - LaCentre Conference Facility - \$12,000.00
3. ** Educational/Awareness Campaign
 - VoiceltRadio.com - \$9,300.00
4. ** Sponsorship of Pete Earley City Club Forum – May 27, 2016
 - City Club of Cleveland - \$1,000.00
5. Conduct Needs Assessment
 - The Center for Health Affairs - \$54,500.00

d. Personal Service Agreement:

1. Chief Clinical Officer Consultant Dr. Farid Sabet-Sharghi, M.D. (\$135,200.00)

Motion to recommend approval of Interagency, Service Provider, Operational and Personal Service Agreements to the full Board. MOTION: H. Snider / SECOND: B. Gohlstin / AYES: E. Cash, R. Fowler, B. Gohlstin, H. Snider, M. Warr / NAYS: None / **Motion passed.**

Discussion followed on the new APS format changes and the concept of standardizing outcome information. Dr. Garrity noted that Board staff intends to conduct an in-house staff training on the performance measure piece. Ms. Cash advocated for allowing time to adjust the process.

4. IDENTIFY CONSENT AGENDA

Dr. Biegel recommended including all Contracts into the Consent Agenda. Approval of the Expenditure & Voucher Reports for November 2015 and December 2015 will be voted upon separately. Committee members concurred.

5. OLD/NEW BUSINESS - None

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

Submitted by: Carol Krajewski, Executive Specialist

Approved by: David E. Biegel, Ph.D., Finance & Operations Committee Chair