

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

## FINANCE & OPERATIONS COMMITTEE MINUTES

APRIL 20, 2016

David E. Biegel, Ph.D., Committee Chair, called the meeting to order at 4:00 p.m. Charlotte Rerko 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, Charlotte Rerko, MSN, RN, BC, Harvey A. Snider, Esq., Ericka Thoms

**Absent:** Eugenia Cash, LSW, MSSA, CDCA; Robert Fowler, PhD, Rev. Benjamin F. Gohlstin, Sr., Mary Warr, M.Ed.

**Board Staff Present:** William Denihan, C.E.O., Frank Brickner, Cheryl Fratalone, Sally Gray, Valeria Harper, Esther Hazlett, June Hudson, Carol Krajewski, David Lambert, Scott Osiecki, Ralph Piatak, Starlette Sizemore-Rice

### 1. APPROVAL OF MINUTES

The minutes from the March 16, 2016 Finance & Operations Committee meeting were approved as submitted.

### 2. FINANCE REPORT

#### **Board Voucher and Operating Expenditures Report for March 2016**

Frank Brickner, Chief Financial Officer, reported on the Administrative Budget Reports. Total spending through 3/31/16 was \$1,230,308--approximately 2.6% under budget. The Board is under budget in all categories except Contractual Expense and is only slightly above budget in that category. Use of a temporary hiring firm to provide Administrative Assistant services is the rationale for being slightly over budget. At this time, the Board projects that it will live within the 2016 budget of \$5,500,000.

**Income Statement:** Total Revenues through March were \$14.2 million. This represents 23% of annual budget of \$62.3 million. The Board is slightly under budget through March and is anticipating forthcoming revenues in the next few months for Medicaid 1915A Waiver program as well as local programs—Invest in Children, Family & Children First—that will put revenues back on track. Presently, the Board projects receiving all budgeted revenues.

**Expenses:** Total Expenses through March were \$17.3 million. Of this number, \$4.4 million was expended on services rendered in 2015 but paid in 2016. Non Medicaid Services budget of \$54,398,515 –spent \$10.3 million through March. This is consistent with what is expected to be spent at this time as payments are made to providers after services have been rendered.

**Board Properties:** No unusual activity occurred; payments made were for utilities or on-going maintenance. (All financial reports are attached to the original minutes stored in the Executive Unit.)

#### **Motion to recommend approval of Board Vouchers & Expenditure Reports for March 2016 to the full Board.**

MOTION: E. Thoms / SECOND: C. Rerko / AYES: C. Rerko, H. Snider, E. Thoms / NAYS: None / ABSTAIN: None

**Motion passed.**

### 3. CONTRACTS

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

a. **Interagency Agreements:** None

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

1. Pharmaceutical Management and Nursing Services for Residents of OhioMHAS Licensed Residential Care Facilities
  - The Visiting Nurse Association, dba VNA Careplus - \$100,000.00

**Amendments:**

1. Amendment to Resolution 16-01-07 – Addiction Treatment Program
  - The MetroHealth System – Pool of Funds Up to \$1,410,000.00
2. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – Assertive Community Treatment Team for Transitional Young Adults
  - Beech Brook - \$90,000.00 Increase in 2016 and 2017

**c. Interagency Agreements: None**

Mr. Denihan reported that he and Ms. Harper recently met with the President and CEO of Beech Brook, Ms. Debra Rex. As a result of the meeting, they gained a greater understanding of the elements and rationale behind the decision to discontinue offering residential treatment services.

Given that the ADAMHS Board does not wish to lose the services provided by Beech Brook's ACT (Assertive Community Treatment) Team for transitional young adults, Board staff recommends allocating funds in the amount of \$90,000.00 for 2016 and 2017 to maintain existing ACT Team staff to support interventions for adolescents ranging from ages 16-25 who have a major mental illness diagnosis. Mr. Denihan explained the reason for adding this APS for consideration—if this action is approved by the full Board this month, it is hoped that the agency can contact and retain ACT Team staff that are still available.

The Committee Chair asked that the APS be amended to add specificity around the ADAMHS Board's interest in continuing ACT Team services through the stated funding allocations.

**Motion to recommend approval of the Service Provider Agreements (with additional wording requested for the Beech Brook agenda process sheet) to the full Board.** MOTION: C. Rerko SECOND: H. Snider / AYES: C. Rerko, H. Snider, E. Thoms / NAYS: None / ABSTAIN: None / **Motion passed.**

Mr. Snider acknowledged that Beech Brook is an agency that has an excellent track record for providing high quality services for children and youth; consequently, he wished to put on record that the agency's decision should in no way reflect negatively on Beech Brook.

**4. IDENTIFY CONSENT AGENDA**

Committee members agreed with the Committee Chair's suggestion that the Finance Reports and Service Provider Agreements be recommended separately to the full Board.

**5. OLD/NEW BUSINESS - None**

*There being no further business, the meeting adjourned at 4:16 p.m.*

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

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