

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

**FINANCE & OPERATIONS COMMITTEE MINUTES**

**MAY 18, 2016**

David E. Biegel, Ph.D., Committee Chair, called the meeting to order at 4:00 p.m. Robert Fowler, Ph.D., 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, Ph.D., Eugenia Cash, LSW, MSSA, CDCA, Robert Fowler, Ph.D., Rev. Benjamin F. Gohlstin, Sr., Charlotte Rerko, MSN, RN, BC, Mary Warr, M.Ed. / **Absent:** Harvey A. Snider, Esq., Ericka Thoms

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

**1. APPROVAL OF MINUTES**

The minutes from the April 20, 2016 Finance & Operations Committee meeting were approved as submitted.

**2. FINANCE REPORT**

**Board Voucher and Operating Expenditures Report for April 2016**

Frank Brickner, Chief Financial Officer, reported on the Administrative Budget Reports. Total spending through 4/30/16 was \$1,659,701. The Board is under budget in all categories other than contracts that are slightly over budget. The Board anticipates remaining under budget for the calendar year. Mr. Brickner highlighted and elaborated on several significant voucher payments made in April.

**Income Statement:** Total Revenues received through April are \$24.7 million of our 62.3 million budget. The Board anticipates receiving all revenues.

**Expenses:** Total Expenses through April were \$23.4 million. Of this number, \$4.5 million was expended on 2015 services that were paid in 2016. In the Other Expense category, Prevention Campaigns, \$300,000 was budgeted. Although only \$663.00 has been spent to date from this line item, allocations will be made for forthcoming campaigns.

**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 April 2016 to the full Board.**

MOTION: B. Gohlstin / SECOND: R. Fowler / AYES: E. Cash, R. Fowler, B. Gohlstin, C. Rerko, M. Warr / NAYS: None ABSTAIN: None / **Motion passed.**

**3. CONTRACTS**

Mr. Brickner highlighted agenda process sheets for agreements listed below, answered questions and provided clarification for committee members. Based upon the review and input of committee members, Board staff noted those APS's needing revisions and/or additional information for consideration by the full Board.

**a. Interagency Agreements:**

1. Ohio Department of Mental Health & Addiction Services (OhioMHAS) – Projects for Assistance in Transition from Homelessness (PATH) - \$376,270.00
2. Amendment to Resolution 15-07-04, Allocation of OhioMHAS Pass Through Funding for Substance Abuse Prevention and Treatment (SAPT) - \$42,900.00
3. Cuyahoga County Corrections Planning Board – Drug Court Sustainability - \$100,000.00

**b. Service Provider Agreements: Allocation of Funds*****[\*Recommended by the Planning & Oversight Committee]***

1. OhioMHAS – Projects for Assistance in Transition from Homelessness (PATH)
  - FrontLine Services (\$501,693.00)
2. Problem Gambling
  - Recovery Resources, Inc. (\$207,608.00)
3. \*Representative Payee Services
  - Murtis Taylor Human Services System - \$87,500.00
  - Assured Payee Service - \$17,500.00
4. \*Universal Pre-Kindergarten Program Expansion – Up to \$180,000.00
  - Applewood
  - Beech Brook
  - Ohio Guidestone
  - Positive Education Program

**Amendments:**

1. Amendment to Resolution 15-07-04, Allocation of OhioMHAS Pass Through Funding for Substance Abuse Prevention and Treatment (SAPT) – Treatment Alternatives to Street Crime Programs (TASC)
  - Catholic Charities Corporation - \$9,600.00 Increase
  - Cuyahoga County Court of Common Pleas - \$33,300.00 Increase
2. Amendment to Resolution 15-11-05, Approval of CY 2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – Drug Court Sustainability
  - Community Assessment and Treatment Services - \$183,000.00 Increase
3. Amendment to Resolution 14-11-08, Approval of CY 2015 Service Provider Core, Mid-Biennium and One-Time Funding Contracts – MH Community Psychiatric Supportive Treatment (CPST) Services
  - Epilepsy Association - \$8,790.00 Increase

**c. Operational Agreements:*****[\*\*Recommended by Community Relations & Advocacy Committee]***

1. \*\*Sponsorship Requests
  - Recovery Resources Run for Recovery, Saturday, August 20, 2016: \$2,000.00
  - Edna House The Next Step Race to Recovery on Sunday, August 21, 2016: \$1,000.00
  - NAMI Greater Cleveland - 14<sup>th</sup> Annual NAMIWalks for the Mind of America Sponsorship, Saturday, August 27, 2016: \$1,500.00
  - Women's Recovery Center of Greater Cleveland's 28<sup>th</sup> annual run, jane, run, Aug. 2016: \$1,500.00
  - Cleveland Municipal Drug Court 4th Annual Celebrating Recovery Walk on Saturday, September 25, 2016: \$1,500.00
  - NORA Recovery Ride, August 27, 2016: \$1,500.00
  - Epilepsy Association erace, October 2, 2016: \$1,200.00
2. Phone Book and Internet Advertising, \$9,918.00

**Motion to recommend approval of the Interagency, Service Provider and Operational Agreements, with recommended revisions, to the full Board.** MOTION: B. Gohlstin / SECOND: R. Fowler / AYES: E. Cash, R. Fowler, B. Gohlstin, C. Rerko, M. Warr / NAYS: None / ABSTAIN: None / **Motion passed.**

**4. IDENTIFY CONSENT AGENDA**

Committee members concurred that the Finance Reports and Contracts should consist of the Consent Agenda.

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

*There being no further business, the meeting adjourned at 4:45 p.m.*

*Submitted by: Carol Krajewski, Executive Specialist*

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