

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

FINANCE AND OPERATIONS COMMITTEE MINUTES JANUARY 21, 2015

David E. Biegel, Ph.D., Committee Chair, called the meeting to order at 4:05 p.m. Rev. Gohlstin 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, Rev. Benjamin F. Gohlstin, Sr., Ericka Thoms, Mary Warr, M.Ed. / **Absent:** J. Robert Fowler, Ph.D., Charlotte Rerko, MSN, RN, BC, Harvey A. Snider, Esq.

Board Staff Present: William Denihan, C.E.O., Katie Boland, Frank Brickner, Tami Fischer, Cheryl Fratalonie, Valeria Harper, Esther Hazlett, Carol Krajewski, Dave Lambert, Scott Osiecki, Ralph Piatak, Starlette Sizemore-Rice

1. APPROVAL OF MINUTES

The Finance & Operations Committee minutes of October 15, 2014 were approved as submitted.

2. FINANCE REPORTS

Board Voucher and Operating Expenditures Report for November 2014 and December 2014

Mr. Brickner highlighted items from the Expenditure Reports, and Balance Sheets for November and December 2014. Board Vouchers for both months were reviewed and several items highlighted. Mr. Brickner noted that the County closed its books early in December; consequently, this resulted in our Board making a small number of payments during December.

Income Statements: Mr. Brickner reported that the Board budgeted \$69,632,945 for revenues in CY2014 at the beginning of the calendar year. The grand total of revenues received was \$66,580,921 that reflects a reduction realized. The reason for being under budget was mainly due to the reduction in state funding line item 507.

Page 6 illustrates a summary of the expenses and cash balance. The Board spent far less in December than budgeted due to Cuyahoga County conducting an early end year close. The Board had approximately \$4 million of invoices processed in mid-to-late December that had to be held until January of 2015. As a result, the Board has an inflated year-end cash balance of \$19,823,636. Mr. Brickner noted that this will be rectified in January. (Reports are attached to the original minutes stored in the Executive Unit.)

Motion to recommend approval of Board Vouchers & Expenditures Reports for November 2014 and December 2014 to the full Board. MOTION: M. Warr / SECOND: E. Cash / AYES: E. Cash, B. Gohlstin, E. Thoms, M. Warr / 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: Acceptance of Funds:** *Pass-Thru Funds allocated under Service Provider Section. [*Recommended by P&O Committee]*

1. * Ohio Department of Mental Health & Addiction Services - Cooperative Agreements to Benefit Homeless Individuals (CABHI)(Contractor: FrontLine Service)
2. * Amendment to Resolution 14-05-03, Cuyahoga County Corrections Planning Board – SMART Ohio Plan (Contractors: Catholic Charities, Community Assessment and Treatment Services, ORCA House, Inc., Hispanic UMADAOP, Hitchcock Center for Women, Free Clinic, Salvation Army, and Stella Maris)
3. Amendment to Resolutions 12-09-07 and 14-11-02, Cuyahoga County Corrections Planning Board: No Additional Funding, Time Extension for Naltrexone Program (Contractor: CATS)

b. Service Provider Agreements: Allocation of Funds: *From Pass-Thru Funds above in placement order.****[*Recommended by P&O Committee]***

1. * Notice of Funding Award: Ohio Department of Mental Health & Addiction Services - CABHI
 - FrontLine Service (\$243,795.00)
2. Early Childhood Mental Health
 - Achievement Center (\$390,000.00)
 - Applewood (\$90,105.00)
 - Cleveland Rape Crisis Center (\$70,000.00)
 - Ohio Guidestone (\$125,023.00)
 - Positive Education Program (\$310,000.00)

Amendments:***[*Recommended by P&O Committee]***

1. * Amendment to Res. 14-05-03, Cuyahoga County Corrections Planning Board – SMART Ohio Plan - \$165,000.00 Additional Funds
 - Catholic Charities
 - Community Assessment and Treatment Services
 - ORCA House, Inc.
 - Hispanic UMADAOP
 - Hitchcock Center for Women
 - Free Clinic
 - Salvation Army
 - Stella Maris
2. Amendment to Resolutions 12-09-07 and 14-11-02, Cuyahoga County Corrections Planning Board: Additional Time Extension for Naltrexone Program
 - Community Assessment and Treatment Services (No Increase)

c. Operational Agreements:

1. Armed Security Guard Services
 - Tenable Protective Services - \$114,000.00

[*Recommended by P&O Committee]

2. * Inpatient Hospital Admissions for Minors' Agreement - \$50,000.00
 - Fairview Hospital
 - Windsor Laurelwood Center

[**Recommended by Community Relations & Advocacy Committee]

1. ** Social Media Advertising - \$9,000.00
2. ** Marketing of Question, Persuade, Refer (QPR) Suicide Prevention Training
 - Cleveland Letter Service, Inc. through The Academy of Medicine of Cleveland & Northern Ohio - \$2,000.00
 - Healthcare Data Solutions - \$4,900.00

Motion to recommend approval of the (a) Interagency, (b) Service Provider Contracts and (c) Operational Agreements to the full Board. MOTION: B. Gohlstin / SECOND: E. Thoms / AYES: E. Cash, B. Gohlstin, E. Thoms, M. Warr / NAYS: None / ABSTAIN: None / **Motion passed.**

4. IDENTIFY CONSENT AGENDA

Dr. Biegel recommended that Consent Agenda should include the Finance Reports for November and December as well as the Interagency, Service Provider Contracts and Operational Agreements; committee members concurred.

5. OLD/NEW BUSINESS – None

There being no further business, the meeting adjourned at 4:35 p.m.

Submitted by: Carol Krajewski, Executive Specialist

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