

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY  
FINANCE & OPERATIONS COMMITTEE MINUTES  
SEPTEMBER 16, 2015**

David E. Biegel, Ph.D., Committee Chair, called the meeting to order at 4:00 p.m. Ms. Warr 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.; Harvey A. Snider, Esq.; Ericka Thoms; Mary R. Warr, M.Ed./ **Absent:** Charlotte Rerko, MSN, RN, BC

**Board Staff Present:** William Denihan, C.E.O., Frank Brickner, Vivian Catchings-El, Cheryl Fratalone, John Garrity, Ph.D., Esther Hazlett, Valeria Harper, June Hudson, Carol Krajewski, Scott Osiecki, Ralph Piatak

### **1. APPROVAL OF MINUTES**

The Finance & Operations Committee minutes of June 17, 2015 were approved as submitted.

### **2. FINANCE REPORT**

#### **Board Voucher and Operating Expenditures Report for July 2015 and August 2015**

Frank Brickner, Chief Financial Officer, focused on presenting the August 2015 Administrative Budget Reports as it provides up-to-date amounts for the Administrative Budget, Balance Sheet and Income Statements. Regarding the Administrative Budget, the Board has spent \$3.6 million against its total \$5.5 million budget. The only 2 areas over budget are salaries and fringe benefits; this is due to the fact that there is a 27<sup>th</sup> payroll in 2015 this year as a result of the County's decision to move from Friday, January 1, 2016 to Thursday, December 31, 2015. The overage will be made up through other line items.

In the Voucher review, Mr. Brickner noted that some expenses regarding Board properties picked up in August for improvements needed as well as equipment purchases; however, we are well within our \$400,000.00 budget for the properties. (All financial reports are attached to the original minutes stored in the Executive Unit.)

**Motion to recommend approval of Board Vouchers & Expenditures Reports for July 2015 and August 2015 to the full Board.** MOTION: B. Gohlstin / SECOND: H. Snider / AYES: E. Cash, R. Fowler, B. Gohlstin, H. Snider, E. Thoms, M. Warr / NAYS: 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:**

- OhioMHAS – Problem Gambling - \$207,608.00 (Contractor: Recovery Resources)
- OhioMHAS – Forensic Services Allocation - \$194,406.00 (Contractors: Cuyahoga County Court Psychiatric Clinic, Recovery Resources, Inc.)
- OhioMHAS – Central Pharmacy Line of Credit - \$497,265.00
- Ohio Department of Rehabilitation and Corrections – Assertive Community Treatment Team for Cleveland Adult Parole Office - \$275,000.00 (Contractor: Recovery Resources)
- Cuyahoga County Office of Health and Human Services, Family and Children First Council– Family Centered Services and Support - \$218,000.00 (Contractor: Positive Education Program)

#### **b. Service Provider Agreements: Allocation of Funds – [*\*Recommended by P&O Committee*]**

1. OhioMHAS – Problem Gambling
  - Recovery Resources, Inc. - \$207,608.00
2. OhioMHAS – Forensic Services Allocation
  - Cuyahoga County Court Psychiatric Clinic - \$122,000.00
  - Recovery Resources, Inc. - \$72,406.00

3. OhioMHAS – Central Pharmacy Line of Credit
  - The Centers for Families and Children - \$57,500.00
  - Connections.Health.Wellness.Advocacy - \$67,500.00
  - Far West Center - \$37,000.00
  - Cuyahoga County Corrections Planning Board (Halfway House) - \$5,000.00
  - Jewish Family Services Association - \$14,500.00
  - FrontLine Services - \$130,500.00
  - Murtis H. Taylor Human Services Center - \$91,000.00
  - Recovery Resources, Inc. - \$59,500.00
  - Community Action Against Addiction - \$34,765.00
4. Ohio Department of Rehabilitation and Corrections – Assertive Community Treatment Team for Cleveland Adult Parole Office
  - Recovery Resources, Inc. - \$414,000.00 (\$275,000.00 OhioMHAS; \$139,000.00 ADAMHS)
5. Cuyahoga County Office of Health and Human Services, Family and Children First Council– Family Centered Services and Support
  - Positive Education Program - \$218,000.00
6. \*Community Based Correctional Facility (CBCF) Request for Mental Health Registered Nurse
  - ORIANA House, Inc.- \$60,000.00

**Amendments:**

1. Amendment to Resolution 13-10-04, U.S. Department of Justice Grant, Second Chance Act Reentry for Adult Female Offenders
    - FrontLine Services, Inc. - \$80,320.00 Increase
  2. Amendment to Resolution 14-10-04, OHIOMHAS - Coordination of Prison Referrals - FrontLine Services, Inc. - \$0 Increase (Time Extension Only)
  3. Amendment to Resolution 14-07-04, Employment Services - Public Policy Impacts for People with Disabilities - \$25,000.00 Increase
  4. Amendment to Resolution 14-11-08, Approval of CY 2015 Service Provider Core, Mid-Biennium and One-Time Funding Contracts
    - Recovery Resources – \$25,000.00
  5. Amendment to Resolution 14-11-08, Approval of CY 2015 Service Provider Core, Mid-Biennium and One-Time Funding Contracts
    - Northern Ohio Recovery Association - \$10,000.00
- c. Operational Agreements:**
- [\*Recommended by P&O Committee]*
- [\*\*Recommended by CR&A Committee]*
1. \*\*Gestalt Institute of Cleveland Program Ad - \$250.00
  2. \*Early Childhood Mental Health Data Collection and Training
    - Devereaux Center for Resilient Children and Kaplan Early Learning - \$14,000.00

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

MOTION: E. Thoms / SECOND: B. Gohlstin / AYES: E. Cash, R. Fowler, B. Gohlstin, H. Snider, E. Thoms, M. Warr  
 NAYS: None / **Motion passed.**

**4. REQUEST FOR PROPOSAL (RFP) FOR MENTAL HEALTH SERVICES IN THE JUVENILE COURT DETENTION CENTER**

The program goal for mental health services in the Juvenile Detention Center is to provide stabilization management for detained youth and consultative guidance to the detention center and Juvenile Court staff regarding behavioral health issues of the detainees. As the needs of the Juvenile Detention Center and the demographics have evolved over the past years, the Mental Health in the Detention Center project has made multiple programmatic adjustments over the past few years. Low-risk offenders are increasingly being diverted; consequently, the remaining population consists of detainees who have committed more serious offenses increasing the average length of stay.

Many of the youth detained experience significant distress at time during admission. Funding for this program will be utilized to expand staff to 6 FTE's and to contract with a child/adolescent psychiatrist for up to 8 hours per week.

**Motion to recommend issuance of a Request for Proposal (RFP) for Mental Health Services in the Juvenile Court Detention Center to the full Board.** MOTION: B. Gohlstin / SECOND: E. Cash / AYES: E. Thoms, E. Cash, R. Fowler, B. Gohlstin, H. Snider, M. Warr / NAYS: None / Motion carried.

#### **5. ACCESS TO RECOVERY (ATR) PROGRAM**

The grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) will support the coordination and monitoring of Recovery Support Services by OhioMHAS for local communities in our state. Target populations for this grant are adults, Cuyahoga County residents with a primary diagnosis of substance abuse disorder, income below 200% of the poverty line with Criminal Justice involvement either active or within the last five years. The ADAMHS Board will identify Non-Certified Providers through an OhioMHAS ATR application process to support the services required for implementation of the program. Board staff recommends supporting our participation in the Access to Recovery Program.

**Motion to recommend support to participate in the Access to Recovery (ATR) Program to the full Board.**

MOTION: B. Gohlstin / SECOND: E. Cash / AYES: E. Thoms, E. Cash, R. Fowler, B. Gohlstin, H. Snider, M. Warr  
NAYS: None / Motion carried.

#### **6. IDENTIFY CONSENT AGENDA**

Dr. Biegel recommended that the proposed Consent Agenda should include the Interagency, Service Provider and Operational Agreements.

#### **7. CEO UPDATE - William M. Denihan, C.E.O.**

- Mr. Denihan reported that he signed the lease agreement for the Board's Administrative Offices on 9/15/15; the lease runs through August 20, 2030. Over the term of the lease, the Board will save \$787,110.00. and \$18,000.00 per year for the use of the parking spaces on evenings/weekends. The agreement will also release those areas on the 7<sup>th</sup> floor that the ADAMHS Board is not using. Arrangements have been included to re-paint and re-carpet the administrative office space in 2020 and 2025 respectively at a \$65,000.00 value per improvement.

Mr. Denihan wished to officially acknowledge legal counsel, Mr. Dave Lambert, Director of Risk Management (in the minutes) for his efforts in successfully negotiating this lease agreement.

- The Mayor of Cleveland and Mr. Denihan recently signed a Memorandum of Understanding relative to the Mental Health Response Advisory Committee that will begin meeting on 9/17/15 at 10:00 a.m. to evaluate and begin to make recommendations to improve the Police Department in terms of training and their interactions with civilians. Those interested were invited to attend the meeting; community engagement is welcomed. This committee will meet on a monthly basis.
- County Budget – Mr. Denihan reported that the ADAMHS Board has been informed that Cuyahoga County Administration is planning to reduce our base allocation by \$6,718,183.00 due to the fact that the County is projecting a \$27 million deficit in 2015. The actual County cash reserve is approximately \$40 million rather than the \$160 million previously reported that is now considered an error.

Mr. Denihan noted that he is not in agreement with the County's position that Health & Human Services levy dollars should be used to make up for County General Fund shortages. He has met with Sharon Sobol-Jordan, Chief of Staff, to register his disappointment with this news and has expressed to her and Council President, Dan Brady, the need to discuss the concept of an independent levy for mental health, addiction services and MetroHealth.

Lastly, Mr. Denihan has instructed ADAMHS Board to prepare our proposed budget without factoring in a potential reduction for presentation to County Council on 10/22/15.

- Medicaid Expansion - Approximately \$5.4 million in cost savings has been realized as a result of Medicaid Expansion; however, due to the State's expectation that our Board would realize a cost savings of \$9 million, it reduced our funding significantly based on this assumption.
- Consumer Protection Association (CPA) Update – Mr. Denihan noted that CPA provided in the past a very valuable service for our clients to receive their Social Security checks and process their bills, etc. Unfortunately, this agency was de-certified by the Social Security Administration approximately 2 weeks ago. It is estimated that 526 clients were involved. The agency has been under watch for a number of months as a result of client complaints. As a result, approximately two months ago our financial unit conducted a financial review of the agency and found that a review was not possible due to the condition of the records.

Mr. Denihan summarized the efforts undertaken to help with this crisis situation. ADAMHS Board staff went to the other 2 agencies who provide this type of service – Murtis Taylor Human Services System or SMILE (a private firm) that is not one of our providers. Murtis Taylor has assisted by taking on about 140 clients. Ms. Harper has been actively working on this scene at the agency. The concept of the ADAMHS Board seeking control of this needed service on a temporary basis. Mr. Denihan asked committee members for their authorization to check with OhioMHAS to get permission to provide services or run an agency temporarily. The committee concurred with Mr. Denihan's suggestion.

Rev. Gohlstin asked that this motion be flagged as an "emergency motion" to protect the CEO and the committee's action. Ms. Warr advocated for considering this a potential employment/business opportunity for clients in the future.

**EMERGENCY Motion to authorize CEO Denihan to ask permission from OhioMHAS to provide payee services to clients.** MOTION: B. Gohlstin / SECOND: E. Cash / AYES: E. Thoms, E. Cash, R. Fowler, B. Gohlstin, H. Snider, M. Warr / NAYS: None / Motion carried.

Mr. Snider noted that the clients being served by CPA are among the most vulnerable; they exist and manage to live on the funds left over after paying their bills and experience extreme difficulty in cashing the Social Security checks and are often charged a fee for doing so. Mr. Snider advocated for the ADAMHS Board to reach out to providers who have relationships with banks to advocate for their client's ability to cash their Social Security checks more easily without a cost for cashing their checks.

Mr. Denihan concurred with the suggestion and noted that he would provide a CPA update at the General Meeting.

## 8. OLD/NEW BUSINESS

*There being no further business, the meeting adjourned at 5:00 p.m.*

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

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