

ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY  
FINANCE AND OPERATIONS COMMITTEE MINUTES  
MAY 21, 2014

David E. Biegel, Ph.D., Committee Chair, called the meeting to order at 4:00 p.m. Mary R. Warr, M.Ed., read aloud the committee's 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., Robert Fowler, Ph.D., Harvey A. Snider, Esq., Mary Warr, M.Ed.

**Absent:** Mary Boyle, Eugenia Cash, LSW, MSSA, CDCA, Reginald C. Blue, Ph.D., Rev. Benjamin F. Gohlstin, Sr., Charlotte Rerko, MSN, RN, BC, Ericka L. Thoms

**Board Staff Present:** William Denihan, C.E.O., Frank Brickner, Tami Fischer, Cheryl Fratalone, Valeria Harper, Esther Hazlett, Carol Krajewski, Scott Osiecki, Ralph Piatak

**1. APPROVAL OF MINUTES**

The Finance & Operations Committee minutes of March 19, 2014 were approved as submitted.

**2. ADMINISTRATION / CLINICAL ISSUES**

▪ **State Hospital Bed Day Report – April 2014**

Chief Financial Officer, Frank Brickner, reported that forensic bed days have gone down significantly from 131 bed days to 115 bed days in April. Civil bed days are significantly less than our three-year average of state hospital bed days. (The Bed Day Report for April 2014 is attached to the original minutes stored in the Executive Unit.)

**3. FINANCE REPORTS**

**Board Voucher and Operating Expenditures Report for April 2014**

Mr. Brickner reviewed the Income Statements, Expenditure Reports, Balance Sheets and Board Vouchers for April 2014. For our Administrative Budget, the Board has actual expenditures of 30.13% compared to its projected expenditures of 33.33%. Board staff continues to forecast being under its administrative budget in most categories.

The Board has received revenue from the federal and state government totaling \$11,853,000. We are currently under budget as we have not yet received Health & Human Service Levy dollars to date; however, the Board should receive its ½ year allocation by the end of May or early June. With regard to Properties, Buildings and Grounds, Board staff expects to fully spend this line item. At present, we are primarily addressing utility and routine maintenance; however, there are some property management improvements that need attention.

Mr. Brickner noted that over the course of the year the Finance Department intends to monitor and analyze data to see what the impact of Medicaid Expansion will be on some of our contracts and the overall system.

**Motion to recommend approval of Board Vouchers & Expenditures Reports for April 2014 to the full Board.**

MOTION: H. Snider / SECOND: M. Warr / AYES: R. Fowler, H. Snider, M. Warr / NAYS: None

ABSTAIN: D. Biegel / **Motion passed.**

**4. COMMITTEE CHAIR'S REPORT**

As an outcome of a conversation with Mr. Brickner, Dr. Biegel announced a recommended improvement for Agenda Process Sheets (APS) to address their consistency. From this point on, all APS's should address four areas:

- 1) Specify the explicit source of funds.
- 2) Indicate the number of persons to be served.
- 3) Include whether the issue was previously reviewed by the Planning & Oversight Committee.
- 4) Identify the evaluation, performance measures or outcomes anticipated.

**5. CONTRACTS**

Mr. Brickner highlighted the agenda process sheets for contracts listed below, answered questions and provided clarification for committee members. (Contracts with required match funding are marked with an \*asterisk.)

**a. Interagency Agreements: Acceptance of Funds**

1. Cuyahoga County Corrections Planning Board - Early Intervention and IOP and Aftercare Dual Diagnosed Programming
2. Cuyahoga County Corrections Planning Board – Intensive Outpatient services known as Early Intervention Program
3. Cuyahoga County Corrections Planning Board - Mental Health Treatment and Clinical services to Assist Severely Mentally Ill Offenders
4. Cuyahoga County Corrections Planning Board – Smart Ohio Plan
5. Ohio Department of Mental Health & Addiction Services (OhioMHAS) – Projects for Assistance in Transition from Homelessness (PATH)
6. Ohio Department of Mental Health & Addiction Services (OhioMHAS) – Safe Haven

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

1. Cuyahoga County Corrections Planning Board - Early Intervention and IOP and Aftercare Dual Diagnosed Programming
  - Catholic Charities (\$109,500.00)
2. Cuyahoga County Corrections Planning Board – Intensive Outpatient services known as Early Intervention Program
  - Community Assessment and Treatment Services, Inc. (CATS) (\$174,345.00)
3. \*Cuyahoga County Corrections Planning Board - Mental Health Treatment and Clinical services to Assist Severely Mentally Ill Offenders
  - Recovery Resources (\$172,000.00)
4. \*Cuyahoga County Corrections Planning Board – Smart Ohio Plan
  - Stella Maris and Catholic Charities (\$150,000.00)
5. \*OhioMHAS – Projects for Assistance in Transition from Homelessness (PATH)
  - FrontLine Services (\$505,223.00)
6. OhioMHAS – Safe Haven
  - FrontLine Services (\$50,000.00)

Marty Murphy, Cuyahoga County Corrections Planning Board (CCCPB) Administrator, provided additional background information about the Smart Ohio Plan grant to address opiate addicted defendants appearing before the courts and to keep people out of the prison system. It was noted that there is a monetary incentive of \$5,500 per quarter for each offender maintained in the community. These potential funds will help pay for some of the soft services such as training and education. A correction was noted for the APS; the pilot project will run from July 1, 2014 through June 30, 2015.

**Motion to recommend approval of the Interagency and Service Provider Contracts, as amended, to the full Board.** MOTION: R. Fowler / SECOND: H. Snider / AYES: R. Fowler, H. Snider, M. Warr / NAYS: None  
ABSTAIN: None / **Motion passed.**

**6. IDENTIFY CONSENT AGENDA**

Dr. Biegel suggested that the Finance Reports and Contracts be included into the Consent Agenda for consideration by the full Board. As Dr. Biegel has a schedule conflict for the May 28<sup>th</sup> General Meeting, he has asked Mary Warr, Committee Vice Chair, to present the Finance & Operations Committee Report to the full Board.

**7. STRATEGIC PLAN UPDATES**

Mr. Brickner highlighted areas in two sections of the Strategic Plan: (1) Finance and (2) Information Technology. Ms. Tami Fischer, Director of Human Resources, highlighted updated information reflected in the Human Resource section. No additional input from committee members was received at this time. (Copies of the Strategic Plan Updates are attached to the original minutes stored in the Executive Unit.)

**8. CHIEF EXECUTIVE OFFICER'S UPDATE**

- **Mid-biennium Budget** - The Senate is expected to pass HB 483 with amendments that have been made by the Senate Finance Committee. The amendments include:
  1. Development of a Mental Health & Addiction Services Planning for Ohio's Future Study Committee
  2. \$6.5 million on expanding prevention resources statewide
  3. \$7.5 million for RSS (Residential State Supplement)
  4. \$5 million to expand recovery housing for individuals recovering from drug addiction
  5. \$28.5 for addiction and mental health recovery supports with an emphasis on crisis housing

It was noted that the amendment does not identify how the funds will be distributed. As the bill is expected to pass, efforts will focus on the Conference Committee.

Mr. Denihan reported that our goal is to have the \$28.5 million in 507 funds distributed to the local Boards; therefore, he encouraged Board members, staff and audience members to write a personal note to Senator Patton advocating action to allocate the \$28.5 million to local Boards in order to meet the unique needs of their communities. (The two-page handout is attached to the original minutes stored in the Executive Unit.)

Action Request: Mr. Snider asked that the resolution previously adopted by the full Board (Res. No. 14-03-04) be sent to the attention of Senator Patton.

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

*There being no further business, the meeting adjourned at 4:50 P.M.*

*Submitted by: Carol Krajewski, Executive Specialist*

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