

ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY
FINANCE AND OPERATIONS COMMITTEE MINUTES
JUNE 18, 2014

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'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., Ericka Thoms, Esq., Mary Warr, M.Ed.

Absent: Reginald C. Blue, Ph.D., Eugenia Cash, LSW, MSSA, CDCA, Rev. Benjamin F. Gohlstein, Sr., Charlotte Rerko, MSN, RN, BC, Harvey A. Snider, Esq.

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

1. APPROVAL OF MINUTES

The Finance & Operations Committee minutes of May 21, 2014 were approved as submitted.

2. ADMINISTRATION / CLINICAL ISSUES

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

Chief Financial Officer, Frank Brickner, reported that there is very little change from the April Bed Day Report. Forensic bed days are reduced 10% from the average, and it is anticipated that the total will be somewhat less in FY14. For civil bed days, our system is about 2,000 bed days under the previous fiscal year. (The Bed Day Report for May 2014 is attached to the original minutes stored in the Executive Unit.)

3. FINANCE REPORTS

Board Voucher and Operating Expenditures Report for May 2014

Mr. Brickner reviewed the Income Statements, Expenditure Reports, and Balance Sheets for May 2014. Regarding the Board's Administrative Budget, Board staff forecasts that it will be within its budget. Presently, the Board's projected budget percentage is 41.66% while actual expenses are at 37.13%. Mr. Brickner highlighted the Board Vouchers for May 2014 and noted that significant investments in equipment were needed for our Information Technology system. Board Vouchers were reviewed and several items highlighted. Recently, the Board received a reimbursement check from its insurance company since we now own or manage fewer properties; therefore, we are no longer responsible for insuring them.

We have not yet received Health & Human Service Levy dollars to date; however, the Board should receive its ½ year allocation soon. We are on pace to receive the federal and state dollars anticipated. As we learn more about what our federal and state revenues will be for SFY15, we will have to adjust the budget accordingly. Consequently, we will bring forward some adjustments to the budget in the near future.

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

MOTION: E. Thoms / SECOND: B. Fowler / AYES: R. Fowler, E. Thoms, M. Warr / NAYS: None

ABSTAIN: None / **Motion passed.**

4. 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**

1. Cuyahoga County Department of Health – Ryan White Part A

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

1. Cuyahoga County Department of Health – Ryan White Part A
 - Catholic Charities – Matt Talbot (\$9,000.00)
 - Community Action Against Addiction (\$10,000.00)
- *2. Cognitive Enhancement Therapy (CET) for Transitional Young Adults
 - Beech Brook (\$86,000.00)
3. Eligibility Agreements with Licensed Care Facilities
 - Kareema Darby Memorial Home II

Amendments:

1. Amendment to Resolution 14-01-08 (Approval of 2014 Base Funding Recommendations) – Additional Funds for Transition Youth Assertive Community Treatment – Beech Brook (\$23,000.00 Increase)
2. Amendment to Resolution 14-01-08 (Approval of 2014 Base Funding Recommendations) – Additional Funds for Property Management Responsibilities – Emerald Development and Economic Network, Inc. (\$85,000.00 Increase)
3. Amendment to Resolution 14-01-08 (Approval of 2014 Base Funding Recommendations) – Additional Funds for Residential Services – Northcoast Behavioral Healthcare (\$150,000.00 Increase)
4. Amendment to Resolution 14-01-08 (Approval of 2014 Base Funding Recommendations) – Additional Funds for Residential Services – Suboxone and Psychiatric Emergency Room/23 Hour Observation Beds - St. Vincent Charity Medical Center (\$431,000.00 Increase)

c. Operational Agreements:

1. AIDS Funding Collaborative - The Center for Community Solutions (\$75,000.00)
2. Amendment to Resolution No. 14-01-06 (Approval & Ratification of Operational Agreements) (\$1,385.00 Increase to WEWS TV5; and \$335.00 Increase to OMNI Media)

Committee members asked questions regarding agenda process sheets and suggested including additional information to add clarity for the full Board; the recommended changes were noted by Mr. Brickner and the recorder.

Motion to recommend approval of the Interagency, Service Provider and Operational Contracts to the full Board. MOTION: E. Thoms, / SECOND: B. Fowler / AYES: R. Fowler, E. Thoms, 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.

7. OLD/NEW BUSINESS**• Update on Mid-biennium Budget Bill**

Mr. Denihan referenced the Mid-biennium Budget Review (MHR) Update included with the agenda packet. He noted that not much has changed concerning the document, dated 6/12/14, except for the continued discussion on what the term, "consult" means that is imbedded in the wording of the budget bill regarding the allocation of funds by the OhioMHAS Director. Director Plouck plans to hold a state-wide meeting on Friday, 6/20/14, where Mr. Brickner will represent Mr. Denihan and the Board. The document also indicates that "disparaged boards" (which Cuyahoga County has been identified) will no longer receive funding that was previously discussed. Mr. Denihan noted that he hopes to have more definitive information to relay at the General Meeting. (The MBR Update referenced is attached to the original minutes in the Executive Unit.)

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