

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY
FINANCE AND OPERATIONS COMMITTEE MINUTES
JULY 16, 2014**

Rev. Benjamin F. Gohlstin, Sr., Acting Committee Chair, called the meeting to order at 4:00 p.m.

Present: David E. Biegel, Ph.D., Eugenia Cash, LSW, MSSA, CDCA, Rev. Benjamin F. Gohlstin, Sr., Charlotte Rerko, MSN, RN, BC / **Absent:** J. Robert Fowler, Ph.D., Harvey A. Snider, Esq., Ericka Thoms, Mary Warr, M.Ed.

Board Staff Present: William Denihan, C.E.O., Katie Boland, Frank Brickner, Tami Fischer, Cheryl Fratalone, John Garrity, Ph.D., Esther Hazlett, June Hudson, Carol Krajewski, Dave Lambert, Scott Osiecki, Ralph Piatak

1. APPROVAL OF MINUTES

The Finance & Operations Committee minutes of June 18, 2014 were approved as submitted.

2. ADMINISTRATION / CLINICAL ISSUES

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

Chief Financial Officer, Frank Brickner, reported on the Bed Day Report for the end of the state fiscal year. Our projected 3-year average was 185 days. This fiscal year our Board averaged 162 days—under by 23 days. As a result, we helped carry the overall statistics for the state of Ohio. (The Bed Day Report for June 2014 is attached to the original minutes stored in the Executive Unit.)

Mr. Denihan suggested discontinuing the practice of providing Bed Day Reports to the committee and Board members since Boards no longer have the responsibility for state hospital bed day usage combined with the fact that the state has discontinued offering a financial incentive for the reduction of bed day use. Mr. Denihan noted that, internally, Board staff will continue to monitor reports and that reports can be made available upon request. Finance & Operations Committee members concurred with Mr. Denihan's suggestion.

3. FINANCE REPORTS

Board Voucher and Operating Expenditures Report for June 2014

Mr. Brickner reviewed the Income Statements, Expenditure Reports, and Balance Sheets for July 2014. Regarding the Board's Administrative Budget, staff forecasts that it will be within its budget. Of the \$5.8 million budget (through June) the Board has spent \$2.5 million just under 44% of its administrative budget and is under budget in all categories. The labor agreement to be considered later on the agenda will impact the salary line by \$36,000. Mr. Brickner stated that this action, including fringe benefits, will still allow the Board to live within its administrative budget. A revised budget will be presented in the fall to reflect reductions in revenue and expenditure accounts.

Board Vouchers for June 2014 were reviewed and several items highlighted. The next allocation of Health & Human Service Levy funds is anticipated; to date, we have received the first quarter of revenue.

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

MOTION: D. Biegel / SECOND: C. Rerko / AYES: D. Biegel, E. Cash, C. Rerko / 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.

(Note: Agreements in Sections A & B represent the July 2014 to June 2015 budget cycle.)

- 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 (OhioMHAS) – Innovation Mini Grant (Contractor: The Centers for Families and Children)
 2. OhioMHAS – Early Learning Challenge Grant (Contractor: Positive Education Program)
 3. OhioMHAS – Comprehensive Evaluation of Early Childhood Mental Health (Contractor: Ohio Guidestone)
 4. OhioMHAS - SAPT Pass-Thru Contracts
 - Catholic Charities
 - Cleveland UMADAOP
 - Community Assessment & Treatment
 - Cuyahoga County Court of Common Pleas
 - Hispanic UMADAOP
 - Hitchcock Center for Women
 - New Directions
 - ORCA House, Inc.
 - Recovery Resources
 - Women's Alliance for Recovery Services
 - Women's Recovery Center
 5. OhioMHAS & Ohio Department of Youth Services – Behavioral Health and Juvenile Justice Project (Contractors: Cuyahoga County Juvenile Court and Bellefaire Jewish Children's Bureau)
 6. OhioMHAS – Transitional Age Community Treatment Team (Contractors: Catholic Charities, FrontLine Service, Inc. and Recovery Resources)
 7. OhioMHAS – Youth-Led Prevention (Contractor: Recovery Resources)
 8. OhioMHAS – Mini Reentry Grant – Stop Gap Program (Contractor: Recovery Resources)
 9. Ohio Department of Rehabilitation and Corrections – Assertive Community Treatment Team (Contractor: Recovery Resources)
- b. Service Provider Agreements: Allocation of Funds** *(From Pass-Thru Funds above in placement order)*
- *1. Notice of Sub-Award: OhioMHAS – Innovation Mini-Grant (Reference Interagency Agreement Item 1)
 - The Centers for Families and Children - \$20,000.00
 2. Notice of Sub-Award: OhioMHAS – Early Learning Challenge Grant (Reference Interagency Agreement Item 2)
 - Positive Education Program - \$49,890.00
 3. Notice of Sub-Award: OhioMHAS – Comprehensive Evaluation of Early Childhood Mental Health (Reference Interagency Agreement Item 3)
 - Ohio Guidestone - \$100,000.00
 4. Notice of Sub-Award: OhioMHAS – SAPT Pass-Through Allocations (Reference Interagency Agreement Item 4)
 - Catholic Charities
 - Cleveland UMADAOP
 - Community Assessment & Treatment
 - Cuyahoga County Court of Common Pleas
 - Hispanic UMADAOP
 - Hitchcock Center for Women
 - New Directions
 - ORCA House, Inc.
 - Recovery Resources
 - Women's Alliance for Recovery Services
 - Women's Recovery Center
 5. OhioMHAS & Ohio Department of Youth Services – Behavioral Health and Juvenile Justice Project (Reference Interagency Agreement Item 5)
 - Cuyahoga County Juvenile Court - \$455,567.00
 - Bellefaire Jewish Children's Bureau - \$106,000.00

6. OhioMHAS - Transitional Age Community Treatment Team (Reference Interagency Agreement #6)
 - Catholic Charities - \$66,165.00
 - FrontLine Service, Inc. - \$15,000.00
 - Recovery Resources - \$194,974.00
7. OhioMHAS – Youth-Led Prevention (Reference Interagency Agreement Item 7)
 - Recovery Resources - \$22,474.00
8. OhioMHAS – Mini Reentry Grant – Stop Gap Program (Reference Interagency Agreement Item 8)
 - Recovery Resources - \$150,000.00
9. Notice of Sub-Award: Ohio Department of Rehabilitation and Corrections – Assertive Community Treatment Team
 - Recovery Resources - \$414,000.00

Service Provider Contract: [Recommended by P&O Committee*]**

- *1. Cuyahoga Employment Partnership
 - Public Policy Impacts for People With Disabilities - \$20,000.00

c. Operational Agreements:

1. External Affairs Agreements
 - Women’s Recovery Center of Greater Cleveland’s 26th annual run, jane, run, Aug. 8, 2014: \$1,500
 - Recovery Resources Run for Recovery, Saturday, August 30, 2014: \$2,500
 - Edna House The Next Step Race to Recovery on Sunday, August 31, 2014: \$1,000
 - 2nd Annual Celebrating Recovery Walk on Saturday, September 6, 2013: \$1,500
2. NAMI Greater Cleveland NAMIWalks for the Mind of America, Saturday, Sept. 20, 2014: \$1,500
3. SPEA 11th Annual Into the Light Walk, Sunday, October 5, 2014: \$2,500
4. 1 Prayer 4 Recovery Breakfast, Saturday, September 6, 2014: (not to exceed \$4,500)
5. Online Mental Health and Alcohol Addiction Screening Renewal: \$695

Motion to recommend approval of the Interagency, Service Provider and Operational Contracts to the full Board. MOTION: E. Cash / SECOND: C. Rerko / AYES: D. Biegel, E. Cash, C. Rerko / NAYS: None
ABSTAIN: None / **Motion passed.**

5. RATIFICATION OF OAPSE, AFL-CIO, LOCAL 328 LABOR AGREEMENT

Mr. Denihan was pleased to announce that OAPSE, AFL-CIO, Local 328 and the Executive Team have reached an agreement. He summarized the process that began approximately one year earlier on July 1, 2013, and the agreement reached to postpone the discussion of a labor contract until after the passage of the Health & Human Service Levy.

A tentative agreement was reached on May 12, 2014 – overwhelmingly rejected by the Union membership on May 22, 2014 - included a one year contract for 2014, a 2% increase, plus a possible additional 1% increase for merit, a one-time only payment of \$300, in addition to changes to the Grievance Procedure, Insurance, and Meal and Travel Expenses.

After further negotiations on June 19, 2014, an agreement to be effective January 1, 2014 through December 31, 2016 was reached. The Union membership ratified the agreement on June 26, 2014.

Current contract language continues, with the exception of the following changes:

- **Article 51 Term of Contract**
 - Three year agreement
 - January 1, 2014 through December 31, 2016
 - Memorandum of Understanding (MOU) extending terms and conditions of the agreement which expired on June 30, 2013

- **Article 25 Wages**
 - 2% increase effective January 1, 2014, with retroactivity to that date
 - 2% increase effective January 1, 2015 and January 1, 2016
 - Maximum of each salary range shall not preclude the ability of Bargaining Unit employees receiving the increases outlined above
 - Create a working committee for the purpose of incorporating a merit or performance component. Any recommendations of the committee would require approval of Bargaining Unit employees through a MOU
 - Upon ratification and approval of this agreement, each Bargaining Unit employee shall receive, a one-time only payment of \$300 as additional consideration for entering into this agreement
- **Article 17 Grievance Procedure**
 - Added an additional step to the grievance procedure, allowing any grievance which has been appealed to arbitration, may upon agreement of the parties, be referred to grievance mediation prior to arbitration
- **Article 38 Trainings and Conferences**
 - Increase training allowance for eligible employees from \$500 to \$1,000 for each calendar year
- **Article 26 Insurance** (Changes necessary to comply with Cuyahoga County, the provider of health insurance.)
 - If an employee is hired on the 1st day of the month, coverage will become effective that month
 - If an employee is hired on the 2nd day of the month or later, coverage will become effective on the 1st day of the following month
 - Delete language that coverage begins after completion of employee's first 120 calendar days of probationary period
 - Delete language allowing part-time employees to receive partial or employee paid coverage
- **Article 37 Meal and Travel Expenses**
 - Delete language regarding "Employer Provided Vehicle"

It was noted that the Executive Committee approved Ratification of the Labor Agreement at the July 9, 2014 meeting.

Motion to recommend Ratification of OAPSE, AFL-CIO, Local 328 Labor Agreement to the full Board.

MOTION: D. Biegel / SECOND: C. Rerko / AYES: D. Biegel, E. Cash, C. Rerko / NAYS: None / ABSTAIN: None
Motion passed.

6. IDENTIFY CONSENT AGENDA

Rev. Gohlstin recommended that Finance Reports and Contracts be included in the Consent Agenda for consideration by the full Board. Mr. Denihan suggested that the Operational Agreement for the 1 Prayer for Recovery Breakfast, sponsored by the Faith-based Outreach Committee, be removed from the Consent Agenda in order to call attention to the event as a separate resolution at the General Meeting. Committee members concurred with the suggestion.

7. APPROVAL TO ISSUE REQUEST FOR PROPOSALS

Mr. Brickner noted that Board staff is seeking to issue two (2) Requests for Proposals (RFP's) that have been approved previously by the Planning & Oversight Committee; they are listed below:

a. Sober Housing Initiative – Purpose: To provide long term sober living (sober housing) to those who struggle with opiate addictions. Through the RFP process the ADAMHS Board will identify a contracted agency to be the fiscal agent for the project that will subcontract with the sober housing providers for services. The funding (\$200,000 from ADAMHS Board Health & Human Service Levy Funds) will be to supplement the cost of room and board

b. Continuity of Care Pilot Project – Purpose: To provide support and resources to adults receiving Community Psychiatric Supportive Treatment (CPST) from a contract service provider. The funding (\$200,000 from ADAMHS Board Health & Human Service Levy Funds) will enhance the availability of Community Psychiatric Supportive Treatment services delivered in the community.

Motion to authorize issuance of Requests for Proposals (RPS's) for: (a) Sober Housing Initiative and (b) Continuity of Care Pilot Project to the full Board. MOTION: C. Rerko / SECOND: D. Biegel / AYES: D. Biegel, E. Cash, C. Rerko / NAYS: None / ABSTAIN: None **Motion passed.**

8. PURCHASING POLICY (Information Only)

Mr. Brickner reported that the Board's Fiscal Unit has produced a document that delineates the internal Purchasing Policy of the ADAMHS Board of Cuyahoga County. Mr. Brickner highlighted portions of the document and noted that the Board's thresholds are conservative. Mr. Denihan has asked that this be considered the first reading by the Finance & Operations Committee.

9. OLD BUSINESS

Mr. Denihan distributed a two-page document entitled, ADAMHS Board Impact: Mid-Biennium Review (MBR) Budget for the Period 7/1/14 to 6/30/15. The information included the Reductions in Funding, Potential Cost Savings Resulting from Medicaid Expansion and the Ability to Offset the Reductions in Funding. A correction was noted to the line item for Continuum of Care; it should read "507". The 2nd page demonstrated the State Funding Per Capita for Contiguous Counties to Cuyahoga. (The document is attached to the original set of minutes in the Executive Unit.)

10. NEW BUSINESS

Mr. Denihan reported on an important event scheduled for Friday, July 18th. Congresswoman Marcia Fudge will hold a press conference in the ADAMHS Board's Ohio Conference Room to introduce the Breaking Addiction Act of 2014, co-sponsored by Congressman Tim Ryan. Everyone was invited to attend the event on 7/18/14 at 10 a.m.

11. AUDIENCE INPUT

To add to the Medicaid Expansion discussion, Ms. Maureen Dee of Catholic Charities Services, stated that (1) it is great for individuals to gain access to services and (2) providers are committed to providing the best of care and using best practices. However, Medicaid payments are limited to certain activities and services and have remained at the same level for the past 15 years. She stated that there is a growing gap between Medicaid and what it covers and that soon there may be a widening gap for mental health services.

There being no further business, the meeting adjourned at 5:15 P.M.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: Rev. Benjamin F. Gohlstin, Sr., Finance & Operations Committee Acting Chair