

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

**FINANCE AND OPERATIONS COMMITTEE MINUTES  
MAY 15, 2013**

David E. Biegel, Ph.D., newly appointed Finance & Operations Committee Chair, called the committee meeting to order at 4 p.m. Mr. Tobin 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."*

**Committee Members Present:** David E. Biegel, Ph.D., Mary Boyle, J. Robert Fowler, Ph.D., Pythias Jones, M.D., Rev. Benjamin F. Gohlstin, Sr., Harvey A. Snider, Esq., William J. Tobin, Mary R. Warr, M.Ed. / Absent: None

**Board Staff Present:** William Denihan, C.E.O., Frank Brickner, Christina Delos Reyes, M.D., Tami Fischer, Cheryl Fratalone, John Garrity, Ph.D., Valeria Harper, Carol Krajewski, Starlette Sizemore-Rice

**1. APPROVAL OF MINUTES**

The Finance & Operations Committee minutes of April 17, 2013, were approved as submitted.

**2. ADMINISTRATION / CLINICAL ISSUES**

▪ **State Hospital Bed Day Utilization – April 2013**

Frank Brickner, Chief Financial Officer, noted that the news regarding bed days is pretty good. The graph on page 2 depicts the use of civil bed days in Cuyahoga County over the last 13 years. Through April, the Board was under its projection for civil bed by 17 beds and under its forensic bed days by 9 days. As reported last month, an amount of \$500,000 will be available state-wide and will be divided in proportion to those Boards that are under their state hospital bed day projection. If trends continue, our Board may anticipate receiving approximately \$190,000 since we are well under our bed day projected average. (Report attached to original minutes stored in the Executive Unit.)

To answer a question raised last month regarding the average length of stay (LOS), Mr. Brickner noted that the average LOS for civil days is 8-9 days with the average LOS for forensic beds at 317 days. This rationale for the larger forensic LOS is that some forensic clients may be hospitalized for years.

▪ **Central Pharmacy Reports – April 2013**

Mr. Brickner reported that the April Central Pharmacy data has not yet been received; hopefully, Central Pharmacy Reports for April and May will be presented at the next meeting.

**3. FINANCE REPORTS**

**a. Board Voucher and Operating Expenditures Reports for April 2013**

Mr. Brickner reviewed the Income Statements, Expenditures Reports, Balance Sheets and Board Vouchers for April 2013. Board staff anticipates staying within its administrative budget categories. The Board has spent 25% of the budget and we are four months into the calendar year. Mr. Brickner reported that the Board has received its levy dollars for the first six months; therefore, we are now showing an inflated cash balance.

Regarding Board owned properties, Mr. Brickner responded to questions asked last month.

- The purchase of 15 metal beds was necessary to resolve a bed bug issue at one of the properties.
- Significant water bill expenses at the Noble Road property resulted from a pipe bursting at that facility.
- Board owned property reports have been revised to show actual activity per month and now indicates whether the cost is a routine or non-routine expense.
- The breakdown of costs for vacant and occupied properties is also now shown on page 12 of the report.
- Regarding the balance sheet, a few changes have been made from last month: (1) an Accounts Payable line has been added to reflect revenue received under the current liability section; and (2) under net assets/restricted - there is a line item added, "State, Federal and Local – Advance Receipt of Resources"; these are revenues where grants have been received or levy dollars received in advance of the actual expense.

**Motion to recommend approval of Board Vouchers & Expenditures Reports for April 2013 to the full Board.**  
 MOTION: R. Fowler / SECOND: H. Snider / AYES: M. Boyle, R. Fowler, P. Jones, H. Snider, W. Tobin, M. Warr  
 NAYS: None / ABSTAIN: B. Gohlstin / **Motion passed.**

#### **4. RELEASE OF REQUEST FOR INFORMATION (RFI) FOR CREATIVE ART RECOVERY PROJECT**

Mr. Brickner noted that the ADAMHS Board is interested in implementing a peer support creative art program for individuals engaged in the behavioral health system to enhance their recovery process. This action asks for approval of the Board to issue a Request for Information to provide art classes to individuals in the behavioral health system.

Discussion followed. It was noted that a very few provider agencies do offer limited art therapy programs; however, they do not receive any funding from the ADAMHS Board for this purpose. Mr. Denihan noted that some one-time funds (unused dollars from the County's \$500,000 allocation) could be utilized for this project. It was his hope that a creative art recovery project might be able to continue in the future. He noted that this particular recovery topic has been addressed by Board members several times in meetings over the years.

In answer to Dr. Jones' inquiry, Mr. Denihan agreed that a discussion held at the Planning & Oversight Committee might have been helpful in this discussion; however, he advocated for going forward with a decision at this time. He noted that if the RFI is approved, Board staff upon review of the information received would bring back a recommendation to approve a contract/s.

**Motion to recommend approval of releasing a Request for Information regarding a Creative Art Recovery Project to the full Board.** MOTION: R. Fowler / SECOND: H. Snider / AYES: M. Boyle, R. Fowler, H. Snider, W. Tobin, M. Warr / NAYS: None / ABSTAIN: B. Gohlstin, P. Jones / **Motion passed.**

#### **5. CONTRACTS**

Mr. Brickner highlighted the agenda process sheets for contracts listed below, answered questions and provided clarification for committee members.

##### **a. Interagency Agreements:**

- ◇ Cuyahoga County Board of Health: Ryan White Title I Funds
- ◇ Amendment to Resolution 12-04-05, Cuyahoga County Corrections Planning Board: Additional Funds for Early Intervention and IOP and Aftercare Dual Diagnosed Programming
- ◇ Amendment to Resolution 12-11-04, Cuyahoga County Corrections Planning Board: Additional Funds for AOD Residential

##### **b. Service Provider Agreements:**

- ◇ Notice of Funding Award - Cuyahoga County Board of Health: Ryan White Title I Funds
  - Catholic Charities Services
  - Community Action Against Addiction (CAAA)
- ◇ Amendment to Resolution 12-04-05, Cuyahoga County Corrections Planning Board: Additional Funds for Early Intervention and IOP and Aftercare Dual Diagnosed Programming
  - Catholic Charities Services
- ◇ Amendment to Resolution 12-11-04, Cuyahoga County Corrections Planning Board: Additional Funds for AOD Residential
  - Catholic Charities Services
  - Community Assessment and Treatment Services (CATS)
  - ORCA House, Inc.
- ◇ Buprenorphine/Naloxone Voucher Program
  - St. Vincent Charity Medical Center Pharmacy
- ◇ Comprehensive Sexual Violence Prevention
  - Recovery Resources

Mr. Brickner noted a revision to the agenda process sheet entitled Comprehensive Sexual Violence Prevention. The “other party” should be listed as Recovery Resources instead of the Cleveland Rape Crisis Center. The rationale for this change is to allocate the funds to a licensed agency; the program will still be implemented by the Cleveland Rape Crisis Center.

**c. Operational Agreements:**

- ◇ Sponsorship of Edna House Next Step - - Race to Recovery: September 1, 2013
- ◇ Sponsorship of NAMIWalks America: September 7, 2013
- ◇ AT&T Advertising

In response to Ms. Warr’s inquiry, Edna House is an addiction treatment center for women who reside there on the average of 8-14 months. The center is unique as it is run by alumni individuals and is affiliated with St. Coleman’s Parish on W. 65<sup>th</sup> Street.

The Committee Chair suggested to Mr. Denihan that additional background information might be helpful for those entities that are unfamiliar to Board members.

**Motion to recommend approval of Interagency, Service Provider and Operational Agreements to the full Board.** MOTION: H. Snider / SECOND: R. Fowler / AYES: M. Boyle, R. Fowler, P. Jones, H. Snider, W. Tobin, M. Warr / NAYS: None / ABSTAIN: B. Gohlstin / **Motion passed.**

**6. IDENTIFY CONSENT AGENDA ITEMS**

Dr. Biegel suggested placing all items into the Consent Agenda format with the exception of the Authorization request to release a Request for Information for Creative Art Recovery Project. Committee members concurred.

**7. OLD/NEW BUSINESS**

- Previous Meeting Questions – As Mr. Brickner addressed several previous meeting questions throughout the meeting, the Committee Chair asked if there were any other questions. None were generated.
- Medicaid Expansion - Mr. Denihan noted that the discussion is now in the State Senate. The Governor’s Office is developing an alternative option entitled the Ohio Plan for legislator’s consideration. Mr. Denihan encouraged all to sustain their advocacy efforts through phone calls, e-mails and participation on bus trips.
- Levy Update – Mr. Denihan reported that there is no word yet. Four organizations have voiced their support of a dedicated mental health and addiction services levy—Mental Health Advocacy Coalition, Council of Mental Health Agency Directors, AOD agency providers, and United Pastors in Mission. Mr. Denihan noted that a presentation was made to Community Solutions that shall vote on its potential support in June.

*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*