

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

**FINANCE AND OPERATIONS COMMITTEE MINUTES  
JULY 17, 2013**

Committee Chair, David E. Biegel, Ph.D., called the meeting to order at 4 p.m. Ms. Warr 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., Pythias Jones, M.D., Rev. Benjamin F. Gohlstin, Sr., Harvey A. Snider, Esq., William J. Tobin, Ericka L. Thoms, Mary R. Warr, M.Ed. / **Absent:** Mary Boyle, Robert Fowler, Ph.D.

**Board Staff Present:** William Denihan, C.E.O., Frank Brickner, Michael Doud, Tami Fischer, Cheryl Fratalone, Valeria Harper, Carol Krajewski, Scott Osiecki, Ralph Piatak, Starlette Sizemore-Rice, Linda Torbert

**1. APPROVAL OF MINUTES**

The Finance & Operations Committee minutes of June 19, 2013, were approved as submitted.

**2. ADMINISTRATION / CLINICAL ISSUES**

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

Chief Financial Officer, Frank Brickner, reported that the ADAMHS Board is still significantly under its three-year bed day average. Based upon underutilization of projected bed days, our Board may expect a sizable portion of the state's incentive dollars--approximately \$170,000 to \$200,000. It is hoped that OhioMHAS upon reconciling its records will allocate the actual funds quickly. (The report is attached to original minutes stored in the Executive Unit.)

Discussion followed on the dramatic decrease in bed days from 2012 to 2013. Mr. Denihan acknowledged Board staff who regularly participate and assist in the discharge planning process for civil beds along with providers and the possible impact of the state hospital location being out of county. It was noted further than the average length of stay at the state hospital has been reduced to 8 days/person. Dr. Jones suggested that the impact of Clozaril might have some effect on the reduced lengths of stay.

Based upon the discussion and interest of committee members, Mr. Denihan will ask Dr. Garrity, Ms. Harper, Ms. Tolbert, Dr. Delos Reyes and Mr. Rick Oliver of FrontLine Service to work together to provide an in depth report on the issue.

▪ **Central Pharmacy Reports – June 2013**

The data from the mental health side has not yet been received. Mr. Brickner noted that our expenditures for methadone prescriptions on the AoD side exceeded our budgeted amount; consequently, the Board will need to increase this line item by \$7,000. Two factors for the overage were noted: (1) a price increase, established by the new vendor, that the state is trying to reduce and (2) a dramatic increase of the number of clients in the program.

**3. FINANCE REPORTS**

**Board Voucher and Operating Expenditures Reports for June 2013**

Mr. Brickner reviewed the Income Statements, Expenditures Reports, Balance Sheets and Board Vouchers for June 2013. The Board is still within all administrative budget categories, has spent 41.1% of its budget at the half year mark (projected utilization at 50%).

Mr. Brickner pointed out on page 9 of the Voucher Report that the Board made a \$100,000 payment to the Three C Council of Government (COG). He explained that this payment reflects that we are moving forward in the development of SHARES (Shared Healthcare & Recovery Enterprise System). The COG is getting close to signing the contract, and each participating county (Franklin, Hamilton and Cuyahoga) made their equal deposit to the Council of Government account.

The Board is still waiting to hear word on incoming revenue from the state and federal governments. Mr. Brickner stated that the Board does anticipate receiving some federal cuts as a result of the sequester. Mr. Brickner noted that a reconciliation or an amended budget will be presented at a subsequent Finance & Operations Committee meeting.

Mr. Tobin asked for a status report on the number of Board owned properties (former Bridgeway properties) that have been sold. Mr. Doud noted that the main campus has been sold and is currently owned by E.D.E.N., Inc. The plan is to demolish that building for a low income housing project. The Crisis Stabilization Unit will become a property of the ADAMHS Board. The other two properties there have been acquired by E.D.E.N., Inc. There are three sites that CSN is currently interested in acquiring. Fifteen properties are still occupied by consumers and are in use.

Ms. Warr advocated Board staff to encourage E.D.E.N., Inc. staff to look for and use minority businesses when updating, building or repairing properties.

ACTION: Mr. Denihan suggested to Ms. Harper sharing an update on the Bridgeway properties at an upcoming Planning & Oversight Committee meeting.

**Motion to recommend approval of Board Vouchers & Expenditures Reports for May 2013 to the full Board.**

MOTION: H. Snider / SECOND: M. Warr / AYES: B. Gohlstin, P. Jones, H. Snider, W. Tobin, E. Thoms, M. Warr  
NAYS: None / ABSTAIN: D. Biegel / **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** (*Pass-Thru Funds allocated under Service Provider Section*)

◇ Amendment to Resolution 13-05-04, Cuyahoga County Board of Health: Ryan White Title I Funds - Contractor: Catholic Charities Services Corporation)

◇ OhioMHAS 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
- Recovery Resources
- Women's Alliance for Recovery Services
- Women's Recovery Center

**a. Service Provider Agreements:** (*From Pass-Thru Funds above in placement order*)

◇ Amendment to Resolution No. 13-05-05 Cuyahoga County Board of Health: Ryan White Title I Funds: Additional Funds

- Catholic Charities Services Corporation (\$10,000.00 Increase)

◇ OhioMHAS Pass-Thru Contracts – (*as noted above*)

**Amendments:**

◇ Amendment to Res. No. 12-11-07: Merger Agreement: Catholic Charities Service Corp. & The Covenant

**Other Service Provider Agreements:**

◇ Inpatient Hospital Admissions for Minors' Agreement

◇ Summit County Community Based Correction Facility (CBCF) Women's Re-Entry Pilot Project for Cuyahoga County Residents

- FrontLine Service

Given the merger agreement between The Covenant and Catholic Charities Corporation and the request to amend the CY2013 service provider contract and allocation, Mr. Snider recommended that an acknowledgement letter be received from Catholic Charities verifying that the agency will accept all responsibilities for the new arrangement/program formerly provided by The Covenant. Maureen Dee, Catholic Charities' Executive Director, agreed and noted that a letter would be forthcoming.

**b. Operational Agreements:**

- ◇ Ohio Psychiatric Physicians Association DSM-5 Training  
**Sponsorships/programs recommended by the Community Relations & Advocacy Committee**
- ◇ Women's Center of Greater Cleveland's *run, jane, run*: August 11, 2013
- ◇ Hispanic UMADAOP Substance Abuse Prevention Trolley Tour, Prevention & Wellness Fair, and Luncheon: October 10 & 11, 2013
- ◇ The Screening for Mental Health Organization: Renewal of Online Behavioral Health Screenings

**Motion to recommend approval of (a) Interagency, (b) Service Provider and f(c) Operational Agreements to the full Board.** MOTION: H. Snider / SECOND: W. Tobin / AYES: B. Gohlstin, P. Jones, H. Snider, W. Tobin, E. Thoms, M. Warr / NAYS: None / ABSTAIN: D. Biegel / **Motion passed.**

**5. IDENTIFY CONSENT AGENDA ITEMS**

Dr. Biegel suggested that all Agreements be placed in the Consent Agenda format for consideration by the full Board, and that the Board Vouchers and Expenditures be recommended separately. Committee members concurred.

**6. STRATEGIC UPDATES**

- **Finance & Information Technology** - Mr. Brickner reported that many of the updates refer to the potential inclusion into SHARES. An All Provider training is scheduled for August for Finance and Claims personnel.
- **Human Resources** – Ms. Fischer reported that In April, all ADAMHS Board staff received training on HIPAA and AOD Confidentiality. The Human Resources provider agency workgroup heard presentation from the Barrett Benefits Group on Healthcare Reform and the Affordable Care Act. (The Strategic Plan Updates for Finance, Information Technology, and Human Resources are attached to original minutes stored in the Executive Unit.)

**7. FUNDING**

- **State Funding Update** - Mr. Denihan reported that Governor Kasich signed the Biennial Budget Bill that gives \$100 million state-wide over a 2 year period for mental health and addiction services; the breakdown is \$20 million for addiction services and \$30 million for mental health. Given that our Board may be receiving more funds, Mr. Denihan would like to consider those areas that were received cuts in the past, look at areas of expansion, and consider implementing more best practices.
- **Medicaid Expansion** - Medicaid Expansion is still on hold.
- **County Levy** - County Council's Health & Human Services Committee amended its recommendation for the Health & Human Services Levy to refer also to mental health services. It was Mr. Denihan's hope that the levy might also include addiction services. The full Council meeting is scheduled for 7/23/13 at 5:00 PM.

**8. OLD/NEW BUSINESS**

- Mr. Denihan learned that Don Malone, M.D., head of Psychiatry at the Cleveland Clinic, is now serving as the President of Lutheran Hospital. Dr. Malone was proud to announce that the new Lutheran Hospital Emergency Room expansion will have a dedicated unit/space for people with mental health and addiction service needs.

*There being no further business, the meeting adjourned at 5:20 P.M.*

*Submitted by: Carol Krajewski, Executive Specialist*

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