

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

FINANCE AND OPERATIONS COMMITTEE MINUTES

OCTOBER 16, 2013

Committee Chair, David E. Biegel, Ph.D., called the meeting to order at 4 p.m. William 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, Pythias Jones, M.D., Harvey A. Snider, Esq., Ericka Thoms, William J. Tobin

Absent: Reginald C. Blue, Ph.D., Eugenia Cash, LSW, MSSA, CDCA, Robert Fowler, Ph.D., Rev. Benjamin F. Gohlstin, Sr., Charlotte Rerko, MSN, RN, BC, Mary Warr, M.Ed.

Board Staff Present: William Denihan, C.E.O., Frank Brickner, Michael Doud, Craig Fallon, Cheryl Fratalonie, Valeria Harper, Carol Krajewski, Scott Osiecki, Ralph Piatak

1. APPROVAL OF MINUTES

The Finance & Operations Committee minutes of September 18, 2013 were approved as submitted.

2. ADMINISTRATION / CLINICAL ISSUES

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

Chief Financial Officer, Frank Brickner, reviewed the Bed Day Report for September. Presently, the ADAMHS Board is under its three-year average of state hospital bed day usage by 11 bed days for SFY14. If the Board stays under its projected bed day average at year's end, it may mean additional funding at the end of the state fiscal year. Two graphs are provided showing civil and forensic bed days. The number has been consistent for civil bed days; however, there has been a significant growth in forensic bed days—a 33% jump since SFY10 which is determined by the judicial system. (The reports are attached to the original minutes stored in the Executive Unit.)

▪ **Non-Medicaid Expenses for Medicaid Consumers**

A new report entitled, FY2013 Non-Medicaid Dollars Spent on Medicaid Eligible Consumers, will be distributed to Finance & Operations Committee members quarterly. Mr. Brickner noted that the information is gathered from agency fee-for-service agreements; he highlighted the Non-Medicaid expenditures for consumers of mental health and the consumers of addiction services. Discussion followed on the definition of terms listed on the reports.

Action Requested: Dr. Biegel, Committee Chair, asked that Board staff provide committee members with (1) the number of persons receiving Medicaid and Non-Medicaid services and (2) a delineation of the services included in the various categories and in the category, "other services". Dr. Biegel suggested that this be placed on the November agenda.

3. FINANCE REPORTS

Board Voucher and Operating Expenditures Reports for September 2013 - Mr. Brickner reviewed the Income Statements, Expenditures Reports, Balance Sheets and Board Vouchers for September 2013. The Board continues to forecast that it will be within its administrative budget. There will be no request for additional funds in the administrative area.

Mr. Brickner highlighted a few items on the voucher report. On page 4, there is a significant amount for Case Western Reserve University for \$63,480 and one following; these vouchers are for Dr. Delos Reyes and constitute a catch-up bill from January through June. Under contract services for Mandy Habib, Mr. Brickner explained that we are the fiscal agent for the Defending Childhood Initiative and are responsible for paying bills such as this. Discussion followed on state revenue received.

Board Voucher and Operating Expenditures Reports for September 2013 (Continued)

Mr. Tobin addressed the need for corrected totals for the Direct Service Expenses-Medicaid and the SHARES Management System line item on page 9. The Chair asked that the information be corrected for the full Board.

Motion to recommend approval of Board Vouchers & Expenditures Reports for September 2013, as corrected, to the full Board. MOTION: H. Snider / SECOND: E. Thoms / AYES: M. Boyle, P. Jones, H. Snider, E. Thoms, W. Tobin / NAYS: None / ABSTAIN: D. Biegel / **Motion passed.**

4. PROPOSED AMENDMENT TO RESOLUTION NO. 12-11-07 CY2013 FUNDING RECOMMENDATIONS

Mr. Brickner explained the proposed amendment to increase the total budget amount from \$66,312,794.00 to \$71,983,437.00, an increase of \$5,670,643.00 to reflect the anticipated total resources available. It was noted that the ADAMHS Board of Directors, on 11/29/12, supported and approved Resolution Number 12-11-07, the approval of the CY 2013 Funding Recommendations; the total revenue and expenses were budgeted at \$66,312,794.00. Subsequently, Board staff has updated their revenue projections which now total \$71,983,437.00, an increase of \$5,670,643.00.

With the increased revenue totals, a revision to the budget is requested. The following are highlights of the recommended budget:

- a. **CY2013: Board Administrative Budget - \$5,901,696.00 (No Change From Original Budget)**
 - o Salaries - \$2,830,046.00
 - o Fringe Benefits - \$1,070,500.00
 - o Operational Expenses - \$2,001,150.00
- b. **CY2013: Medicaid Budget - \$6,175,000.00 (\$407,800 Increase From Original Budget Amount of \$5,767,200)**
 - o Mental Health 1915A Child Treatment Services - \$5,046,316.00
 - o Mental Health 1915A Child Wrap Around Services - \$358,384.00
 - o Mental Health 1915A Child Systems Care Coordination Offset - \$770,300.00
- c. **CY2013: Provider Direct Services Budget - \$51,480,783.00 (\$4,039,565 Increase From Original Budget Amount of \$47,441,218)**
 - o Mental Health Services - \$34,011,652.00
 - o Alcohol, Drug, Prevention and Other Substances Abuses - \$17,469,131.00
 - Alcohol, Drug and Other Substances Abuses - \$15,802,322.00
 - Prevention Services - \$1,666,809.00
- d. **CY2013: Opportunities for Ohioans With Disabilities (OOD) – VRP3 Budget - \$4,961,380.00 (\$800,000 Increase From Original Budget of \$4,161,380)**
- e. **CY2013: Other Behavioral Health Services Budget - \$3,464,578.00 (\$423,278 Increase From Original Budget of \$3,041,300)**
 - o Residential Assistance Program - \$1,000,000.00
 - o Suicide Prevention & Alcohol and Other Drug Marketing Campaigns - \$300,000.00
 - o Board Properties - \$600,000.00

The updated proposed budget by expenditure category is delineated in the attached documents.

Discussion followed on the process used to determine the recommended allocations. Mr. Denihan noted that Board staff has been proactively reviewing funding needs in order not to hold all reconciliations until the end of the year due to the unanticipated revenue received this calendar year. Mr. Denihan reported on the tentative dates for submitting budget information to the County. If the levy passes, the Board anticipates submitting an amended budget to County Council. Consequently, this information draft will be shared with the Board of Directors at the October General Meeting. An open public discussion has been scheduled for October 30th from 9:00 a.m. to Noon to receive input from Board members and providers to determine any service needs that may have been missed.

Motion to recommend approval of the Amendment to Resolution No. 12-11-07 CY 2013 Funding Recommendations to the full Board. MOTION: H. Snider / SECOND: E. Thoms / AYES: M. Boyle, P. Jones, H. Snider, E. Thoms, W. Tobin / NAYS: None / ABSTAIN: None / **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: Acceptance of Funds** (*Pass-Thru Funds allocated under Service Provider Section*)
 1. U.S. Department of Justice – Second Chance Act Reentry for Adult Female Offenders (Contractor: FrontLine Service, Inc.) - New
 2. Ohio Department of Mental Health & Addiction Services – Early Learning Challenge Grant (Contractor: Positive Education Program) – Continuation Funding
 3. Ohio Department of Mental Health & Addiction Services – Mini Reentry Grant (Contractor: Recovery Resources) – Continuation Funding
 4. Ohio Department of Mental Health & Addiction Services – Forensic Services Allocation (Contractors: Recovery Resources and Cuyahoga County – Court Psychiatric Clinic) – Continuation Funding
 5. Ohio Department of Mental Health & Addiction Services – Youth Led Prevention (Contractor: Recovery Resources) – Continuation Funding
 6. Ohio Department of Mental Health & Addiction Services – Transitional Age Community Treatment (TACT) for the ODYS Aftercare Program (Contractors: Recovery Resources, Catholic Charities & FrontLine) – Continuation Funding
- b. **Service Provider Agreements:** (*From Pass-Thru Funds above in placement order*)
 1. Notice of Funding Award (NOFA): U.S. Department of Justice – Second Chance Act Reentry for Adult Female Offenders
 - FrontLine Service, Inc.
 2. Notice of Sub-Award: Ohio Department of Mental Health & Addiction Services – Early Learning Challenge Grant
 - Positive Education Program
 3. NOFA: Ohio Department of Mental Health & Addiction Services – Mini Reentry Grant
 - Recovery Resources
 4. NOFA: Ohio Department of Mental Health & Addiction Services – Forensic Services Allocation
 - Recovery Resources
 - Cuyahoga County – Court Psychiatric Clinic
 5. NOFA: Ohio Department of Mental Health & Addiction Services – Youth Led Prevention
 - Recovery Resources
 6. NOFA: Ohio Department of Mental Health & Addiction Services – Transitional Age Community Treatment (TACT) for the ODYS Aftercare Program
 - Recovery Resources
 - Catholic Charities
 - FrontLine Service, Inc.

Resolution Amendments:

1. Amendment to Res. 12-11-07 – Lutheran Metropolitan Ministries (Services to Adult Care Homes) - \$17,000.00 Increase
2. Amendment to Res. 12-11-07 – FrontLine Service, Inc. (Mobile Crisis Team) - \$55,974.00 Increase.
3. Amendment to Res. 12-11-07 – Achievement Centers for Children - \$11,500.00 Increase
4. Amendment to Res. 12-11-07 – Murtis Taylor Human Services. - \$150,000.00 Increase
5. Amendment to Res. 12-11-07 – Funds Community Action Against Addiction. - \$108,000.00 Increase
6. Amendment to Resolution 12-11-07 – Hispanic UMADAOP - \$25,000.00 Increase

A correction was made to the narrative regarding additional funding for Achievement Centers on page 9. The 4th paragraph should read, "Additional funding is specifically requested for ACC in order to decrease the "waiting time before" children and families receive services . . ."

Other Service Provider Agreements:

1. Adolescent Crisis Beds: Bellefaire JCB – Up to \$77,400.00
- c. **Operational Agreements:** None
- d. **Personal Service Agreements:**
1. Iron Mountain Project
 2. Brown Consulting: Peer Review

Motion to recommend approval of (a) Interagency, (b) Service Provider and (d) Personal Service Agreements (listed above) to the full Board. MOTION: E. Thoms / SECOND: H. Snider / AYES: M. Boyle, P. Jones, H. Snider, E. Thoms, W. Tobin / NAYS: None / ABSTAIN: None / **Motion passed.**

7. IDENTIFY CONSENT AGENDA ITEMS

Dr. Biegel recommended that all agreements--Interagency, Service Provider and Personal Service Agreements--should be placed in the Consent Agenda format for consideration by the full Board; committee members concurred.

8. OLD/NEW BUSINESS

Mr. Denihan reported that Governor Kasich intends to ask the Controlling Board to support Medicaid Expansion. Four votes are needed. The ADAMHS Board continues to release advocacy action communiques in an effort to support Medicaid Expansion.

There being no further business, the meeting adjourned at 5:55 P.M.

Submitted by: Carol Krajewski, Executive Specialist

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