

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

**FINANCE AND OPERATIONS COMMITTEE  
JANUARY 20, 2010 MINUTES**

Committee Chair, Bob Fowler, called the Finance & Operations Committee to order at 4:00 p.m.

**Committee Members Present:** J. Robert Fowler, Ph.D., Kathryn Gambatese, Amy Leopard, Harvey Snider, Lisa Thomas, Ph.D. / Absent: Pastor Charles E. Brown, Rev. Charlotte Still Noble

**Board Staff Present:** William M. Denihan, C.E.O., Michael Doud, Rose Fini, Tami Fischer, John Garrity, Lisa Griffith, Valeria Harper, Carol Krajewski, Scott Osiecki, Chris Paternoster, Ralph Piatak, Yancey Quinn, Cassandra Richardson, Star Sizemore-Rice

1. **APPROVAL OF MINUTES** – The Finance & Operations Committee minutes of November 18, 2009, were approved as written.

2. **ADMINISTRATION / CLINICAL ISSUES**

**Central Pharmacy** – As the Central Pharmacy Report for December 2009 was just received, Ms. Richardson distributed copies of the December report. For November, the budgeted amount was 41.67% with actual use on the mental health (MH) side at 25.26% and 50.87% actual usage for the alcohol & other drug side (AOD). Overall actual Central Pharmacy utilization for November was 25.80%.

In November, those MH agencies above their monthly projected utilization were Mental Health Services and Murtis Taylor. The AOD agency, above its projected utilization, was Community Action Against Addiction. Dr. Delos Reyes and Ms. Harper have been asked to take a look at these providers to get a handle on the situation. Mr. Denihan held a conversation with the Director of CAAA who identified that the service demand in the AOD system is increasing and requires more utilization. Ms. Richardson added that utilization statistics for December are similar.

Ms. Richardson noted that the ADAMHS Board may have to consider potentially owing the Ohio Department of Mental Health (ODMH) for its excess AOD Central Pharmacy expenditures since the Board is not permitted to take that excess out of the mental health allocation. We need to keep track and closely monitor this issue.

**State Hospital Bed Day Utilization** – Bed day utilization in November was under projection by 311 bed days and under projection in December by 327 days. Year-to-date utilization stands at 1,736 bed days under projection. Average bed day usage stands at 75.57 beds/day which is 9.43 under the planned projection. The Board is still looking at a payback situation from ODMH if this trend continues.

3. **FINANCE REPORTS**

**a. Board Voucher Report:** November 2009 and December 2009 vouchers were reviewed. Ms. Richardson provided detail on specific vouchers addressed by the Committee Chair prior to the meeting. No further questions were generated.

**b. Operating Expenditures Report: November 2009 and December 2009** *(For Information Only)*

Ms. Richardson highlighted the Income Statements and Expenditures Reports. Projected utilization is at 50%; our actual expenditures stand at 47.21%.

Ms. Richardson reported that all funds have been closed out from the ADASBCC index codes; the County has transferred all funds over to the ADAMHS Board.

**Motion to recommend approval of the November 2009 and December 2009 Board Vouchers as presented to the full Board.** MOTION: H. Snider / SECOND: L. Thomas AYES: K. Gambatese, A. Leopard, H. Snider, L. Thomas / NAYS: None / **Motion passed.**

#### **4. RE-ISSUANCE OF REQUEST FOR PROPOSAL (RFP) FOR SECURITY SERVICES**

Board staff recommend re-issuing a Request for Proposal to provide building and grounds security for the ADAMHS Board offices at 2012 West 25<sup>th</sup> Street. The term is for March 1, 2010 and December 31, 2013; the contract will be on an annual term. Although a RFP was issued in early December, no proposals were received. Consequently, the ADAMHS Board needs to re-issue the Request for Proposal.

#### **Motion to recommend approval of re-issuing the RFP for Security Services to the full Board.**

MOTION: H. Snider / SECOND: L. Thomas AYES: K. Gambatese, A. Leopard, H. Snider, L. Thomas  
NAYS: None / **Motion passed.**

#### **5. CONTRACTS**

Ms. Richardson explained and answered questions about the agenda process sheets for the contracts listed below.

##### **A. INTERAGENCY AGREEMENT: Acceptance of Funds**

- ◇ Corrections Planning Board – Dually Diagnosed Outpatient Offender and Aftercare Program

##### **B. SERVICE PROVIDER AGREEMENTS: Allocation of Funds**

- ◇ Dually Diagnosed Outpatient Offender and Aftercare program – Matt Talbott
- ◇ Positive Education Program – Consolidation of PEP Tapestry & PEP Connections Programming
- ◇ Department of Justice Affairs – Adult Drug Court Sustainability Funds
- ◇ Contracts with 14 Adult Care Facilities

##### **C. OPERATIONAL AGREEMENTS:**

- ◇ Hilton Garden Inn – ADAMHS Board Annual Meeting
- ◇ Sponsorship: Cleveland Playhouse - *Bill W. & Dr. Bob*
- ◇ Sponsorship: Tools for Today & Tomorrow
- ◇ Sponsorship: Voices for Children – Ohio Covering Kids & Families Conference
- ◇ Sponsorship: Suicide Prevention Education Alliance – *2010 Into the Light Walk, October 10, 2010*
- ◇ Accountemps: Temporary Staffing Service

#### **Motion to recommend approval of the Interagency Agreement, Service Provider Agreements, and Operational Agreements, listed above, to the full Board.**

MOTION: A. Leopard / SECOND: L. Thomas  
AYES: K. Gambatese, A. Leopard, H. Snider, L. Thomas / NAYS: None / **Motion passed.**

#### **6. LETTER OF ARRANGEMENT WITH THE AUDITOR OF STATE**

Board staff recommend ratification of an agreement with the Auditor of State to conduct a special audit on behalf of the Board in the amount of \$40,000 regarding the Bridgeway, Inc./TLC matter. The term of the agreement is January 1, 2010 to March 31, 2010; it is anticipated that the audit should be complete by the end of February or in March.

#### **Motion to recommend ratification of the Letter of Agreement with the Auditor of State to the full Board.**

MOTION: A. Leopard / SECOND: H. Snider / AYES: K. Gambatese, A. Leopard, H. Snider, L. Thomas  
NAYS: None / **Motion passed.**

#### **7. IDENTIFY CONSENT AGENDA ITEMS**

Committee members concurred with Dr. Fowler's suggestion that all items--Board Vouchers, Re-Issuance of RFP for Security Services, Contracts and the Letter of Arrangement with the Auditor of State be placed in a Consent Agenda Format.

#### **Motion to include all items in the Consent Agenda format for consideration by the full Board.**

MOTION: H. Snider / SECOND: L. Thomas / AYES: K. Gambatese, A. Leopard, H. Snider, L. Thomas  
NAYS: None / **Motion passed.**

**7. OLD BUSINESS** – None**8. NEW BUSINESS**

- **Budget Correction Bill and 408 Formula** – Mr. Denihan reported that House Bill 318 was passed and signed by Governor Strickland as the FY2010 and FY2011 Budget Correction Bill. The bill corrected the \$14.7 million drafting error regarding community mental health funds in the state budget. However, due to recent decisions of the Ohio Department of Mental Health regarding the distribution of these funds, the ADAMHS Board of Cuyahoga County stands to experience a potential loss of \$2.8 million on 7/1/10 under the proposed new 408 formula. Although the ADAMHS Board received an \$801,893 increase for FY2010, under the current 408 allocation, Mr. Denihan advocated for holding it in abeyance rather than allocating it at this time since the ADAMHS Board anticipates getting hit with a \$2.8 million loss on 7/1/10 under the new formula.

The ADAMHS Board vehemently disagrees with the ODMH decision. As a result of a recent statewide meeting and input from our Board, the ODMH Director is setting up a Special Committee to review the 408 Formula. Mr. Denihan has been appointed to this committee along with 3 other Executive Directors, 4 individuals from provider organizations, a representative from NAMI and 2 individuals from ODMH. Mr. Denihan or John Garrity will represent the interest of the ADAMHS Board of Cuyahoga County on this committee. The first meeting will be held on February 9<sup>th</sup>. The goal is to develop a formula to be finalized by 4/1/10 and implemented on 7/1/10.

- **Move Update** - Mr. Denihan announced that the office move has been delayed by 2 weeks.
- **Letter from Representative Nina Turner** – Mr. Snider inquired whether the ADAMHS Board responded to the letter from State Senator Nina Turner regarding the situation around St. Vincent Psychiatric Crisis Stabilization Unit. Mr. Denihan reported that the County has decided to make up the budget shortfall for the county's Psychiatric Emergency Room and noted that a letter was written to Senator Turner in response. It will be copied to all Board of Directors.
- **Health & Human Service Levy** – Mr. Denihan noted that the Board of County Commissioners will place a Health & Human Service Levy on the May 4<sup>th</sup> ballot. The issue is a 2.9 mill renewal and the campaign will kick-off at 12:15 p.m., Friday, February 12, in the atrium at MetroHealth Medical Center. All interested parties were encouraged to attend; Mr. Osiecki was asked to e-mail all Board of Directors with kick-off rally details.

**9. AUDIENCE INPUT** - None

*There being no further business, the meeting adjourned at 4:50 p.m.*

*Submitted by: Carol Krajewski, Executive Specialist*

*Approved by: J. Robert Fowler, Ph.D., Finance & Operations Committee Chair*