

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

FINANCE AND OPERATIONS COMMITTEE

OCTOBER 20, 2010 MINUTES

Pastor Charles Brown, Committee Chair, called the Finance & Operations Committee meeting to order at 4:00 p.m. and thanked Ms. Warr for chairing last month's committee meeting during his absence.

Committee Members Present: David Biegel, Pastor Charles Brown, Marc Crosby, Rev. Charlotte Noble, Mary Warr  
Absent: Harvey Snider

Board Staff Present: William M. Denihan, C.E.O., Vivian Catchings-El, John Coleman, Christina Delos Reyes, M.D., Michael Doud, Rose Fini, Tami Fischer, Cheryl Fratalone, John Garrity, Myra Henderson, Carol Krajewski, Scott Osiecki, Ralph Piatak, Yancey Quinn, Cassandra Richardson, Michael Scherer, Star Sizemore-Rice, Linda Torbert

1. APPROVAL OF MINUTES

The Finance & Operations Committee minutes of September 22, 2010, were approved as submitted.

2. ADMINISTRATION / CLINICAL ISSUES

Central Pharmacy – For the month of September Ms. Richardson reported that mental health providers utilized \$82,341.88; first quarter utilization totals \$230,566.73. For the methadone allotment in September, utilization stood at \$3,590.40 and a first quarter total of \$6,283.20. Year-to-date balance is \$709,557.07; 25% of central pharmacy utilization is exactly where we should be after the first quarter. Ms. Richardson noted that a revised report will be distributed with the General Meeting packet to correct the AOD total on the second page.

State Hospital Bed Day Utilization – Bed day utilization through September is under projection by 129 bed days. Year-to-date utilization stands at 7,507. Average bed day utilization is 81.60 which is 3.40 under the planned utilization of 85 beds per day.

3. FINANCE REPORTS

a. Operating Expenditures Report: September 2010 (*For Information Only*)

Ms. Richardson highlighted the Income Statements and Expenditures Reports; additionally, she distributed a table entitled ADAMHSCC Direct Services Expenditures which was inadvertently omitted from the agenda packet.

b. Board Voucher Report: Ms. Richardson answered questions regarding the September 2010 Board Voucher Reports, Board Property Reports and Balance Sheets.

Motion to recommend approval of September 2010 Board Vouchers to the full Board.

MOTION: M. Warr / SECOND: D. Biegel / AYES: D. Biegel, C. Noble, M. Warr / NAYS: None / Motion passed.

4. REQUEST FOR PROPOSAL (RFP): RECOMMENDATION FOR SCALE (Screening, Centralized Assessment, Level-of-care assignment, and Engagement in treatment) IMPLEMENTATION: CONNECTIONS

Chief Clinical Officer, Dr. Delos Reyes, reported that a Request for Proposal was issued on 8/2/10 to identify a provider for Central Intake and Assessment. Connections: Health, Wellness and Advocacy responded to the RFP on 8/27/10. The RFP review committee evaluated the proposal and met with Connections staff on 10/6/10 for further discussion regarding their proposal. Ms. Richardson noted that the recommendation that Connections be the provider selected to implement the S.C.A.L.E. program was presented previously to the Planning & Oversight Committee which has recommended its approval to the Finance & Operations Committee.

Motion to recommend approval of Connections: Health, Wellness, and Advocacy as the provider agency to implement the S.C.A.L.E. Program to the full Board.

MOTION: C. Noble / SECOND: M. Warr / AYES: D. Biegel, C. Noble, M. Warr / NAYS: None / Motion passed.

[Mr. Crosby arrived.]

## 5. CONTRACTS

Ms. Richardson highlighted the agenda process sheets for contracts listed below and answered questions of committee members.

### a. Interagency Agreements:

- ◇ Notice of Award from the Ohio Rehabilitation Services Commission (RSC) – Pass Thru Funds for Vocational, Rehabilitation, Private and Public Partnership & Match Funding for: Pathway II Project - Vocational Services: Spectrum of Supportive Services & Jewish Family Service Assn.
- ◇ Board of County Commission: Family & Children First Council - Family Centered Services and Supports (FCSS): Positive Education Program
- ◇ Second Chance Act: Bureau of Justice Assistance Grant (BJA) for Community Assessment and Treatment Services (CATS)

### b. Service Provider Agreements:

- ◇ Notice of Award from the Ohio Rehabilitation Services Commission (RSC) – Pass Thru Funds for Vocational, Rehabilitation, Private & Public Partnership & Match Funding for Pathway II Project for Vocational Services: Spectrum of Supportive Services and Jewish Family Service Association
- ◇ Board of County Commission: Family & Children First Council - Family Centered Services and Supports (FCSS): Positive Education Program
- ◇ Second Chance Act: Bureau of Justice Assistance Grant (BJA) for Community Assessment and Treatment Services (CATS)
- ◇ ODADAS: Access to Recovery Program – Oriana House

### c. Operational Agreements:

- ◇ IMPACT Solutions - Drug Free Workplace Training / Health & Safety Consequences of Alcohol and Drug Abuse
  - ◇ Your Teen Magazine – Agreement for Suicide Prevention Advertising
  - ◇ Simon's Construction, LCC – Structural Repairs & Painting of Links East
- Personal Service Agreements: None

With respect to the Second Chance Act grant, Ms. Warr underscored the need for job training referrals for those individuals returning to the community from the Ohio Department of Rehabilitation and Corrections. It was noted that Dr. Garrity will be apprised of this request to include job training in the project abstract.

Ms. Warr noted her interest in learning the specific faith-based providers referenced in the agreement between the ADAMHS Board and Oriana House to fund an assessor position to provide AOD assessments for individuals seeking recovery support systems from Access to Recovery. Ms. Richardson offered to provide assistance in accessing the Web site listing.

Motion to recommend approval of the (a) Interagency Agreements, (b) Service Provider Agreements, (c) Operational Agreements and (d) Personal Service Agreements, listed above, to the full Board.

MOTION: D. Biegel / SECOND: M. Crosby / AYES: D. Biegel, M. Crosby, C. Noble, M. Warr / NAYS: None  
Motion passed.

## 6. IDENTIFY CONSENT AGENDA ITEMS

Pastor Brown entertained a motion to include the Board Vouchers and Contracts in the Consent Agenda Format for consideration by the full Board.

Motion to recommend approval of the Consent Agenda as proposed. MOTION: C. Noble / SECOND: M. Warr  
AYES: D. Biegel, M. Crosby, C. Noble, M. Warr / NAYS: None / Motion passed.

## 7. OLD/NEW BUSINESS

- **Bridgeway, Inc. Update**

Mr. Denihan reported that the State Auditor's Report Regarding Bridgeway, Inc. and the ADAMHS Board Response was addressed with the Planning & Oversight Committee on 10/13/10. Subsequently, the three-page written summary was e-mailed to all Board of Directors for their information. Mr. Denihan highlighted portions of the report and noted that no action is required. Ms. Fini noted that those items turned over to the Sherriff's Office had to do with the areas of possible criminal behavior of individuals involved; other documents have been turned over to the Internal Revenue Service for further investigation. (The three-page document referenced is attached to the original minutes stored in the Executive Unit.)

## 8. AUDIENCE INPUT

Ms. Maureen Dee, Executive Director of Catholic Charities Services, was pleased to announce receipt of a federal grant award from Substance Abuse and Mental Health Services Administration (SAMHSA) to provide services to youth returning to the Cleveland area from the Ohio Department of Youth Services Correctional Facility. She wished to thank the ADAMHS Board for its support of the grant application—specifically Mr. William Denihan, Ms. Valeria Harper and Dr. John Garrity. The agency will receive a three-year grant of \$400,000 per year, will have an evaluation component, and will implement best practices in order to be able to compare interventions with other parts of the country.

*There being no further business, the meeting adjourned at 5:00 p.m.*

*Submitted by: Carol Krajewski, Executive Specialist*

*Approved by: Pastor Charles E. Brown, Finance & Operations Committee Chair*