

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

FINANCE AND OPERATIONS COMMITTEE MINUTES FEBRUARY 15, 2012

Committee Vice Chair, Rev. Iris Lynn Bailey, called the Finance & Operations Committee meeting to order at 4 PM.

Committee Members Present: Rev. Iris Lynn Bailey, Rev. Charlotte Still Noble, Harvey Snider, Mary Warr
Absent: Charles E. Brown, Rick Kemm, MNO

Board Staff Present: William M. Denihan, C.E.O., Christina Delos Reyes, M.D., Cheryl Fratalone, Valeria Harper, Carol Krajewski, Ralph Piatak, Cassandra Richardson, Laura Simmons, Linda Torbert

1. **APPROVAL OF MINUTES**

The Finance & Operations Committee minutes of January 18, 2012, were approved as submitted.

2. **ADMINISTRATION / CLINICAL ISSUES**

• **State Hospital Bed Day Utilization**

Through January 31, 2012, the fiscal year-to-date (YTD) actual hospital bed day usage is 14,301 days; the YTD figure is under projection by 3,644 days (555 days under projection in January). Average bed day usage is 66.52 which is 17.16 under the planned days.

To address Mr. Snider's request for further clarification, Mr. Denihan elaborated on the page 2 statement indicating that the Board received a written reminder in January of its election not to participate in the state reconciliation process. Mr. Denihan noted that a phone conversation was held about the anticipated bed day projection for FY12 but not the method to be used; furthermore, he does not recall receiving such a letter about the alternative method referenced. According to ODMH, it is their understanding that our Board elected not to receive reimbursement for unused bed days. Mr. Denihan has challenged this situation and is awaiting documentation sent by the Board to ODMH to confirm this election of nonparticipation. (Report is attached to original minutes in the Executive Unit.)

• **Central Pharmacy**

Actual utilization for Central Pharmacy in January 2012 was 51.04% for mental health and 75.76% for AOD methadone. Overall utilization was 51.83%; projected utilization was 58.33%. (Reports are attached to minutes stored in the Executive Unit.)

During the month of March, Ms. Richardson anticipates that she will need to ask the Board of Directors to set aside about \$10,000 in order to cover the central pharmacy needs for methadone treatment. Funds will need to be available in March 2012 in order to pay the AOD central pharmacy expenses in April 2012. (The report is attached to original minutes stored in the Executive Unit.)

3. **FINANCE REPORTS**

a. **Board Voucher and Operating Expenditures Reports for January 2012**

Ms. Richardson reviewed the Income Statements, Expenditures Reports, Balance Sheets and Board Vouchers for the months of November 2011 and December 2011 and addressed questions of committee members. (Financial Reports and Vouchers are attached to minutes stored in the Executive Unit.)

Motion to recommend approval of Board Vouchers and Expenditures Reports for January 2012 to the full Board. MOTION: M. Warr / SECOND: H. Snider / AYES: C. Noble, H. Snider, M. Warr / NAYS: None
ABSTAIN: None / **Motion passed.**

4. CONTRACTS

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

a. **Interagency Agreements:**

- ◇ Cuyahoga County Council on behalf of Cuyahoga County Common Pleas Court/Corrections Planning Board: Court Substance Abuse Treatment Program
- ◇ Cuyahoga County Office of Early Childhood/Invest in Children:
 - Achievement Centers for Children
 - Applewood Centers
 - Beech Brook
 - Berea Children's Home
 - Positive Education Program
- ◇ Memorandum of Understanding (MOU) with Cuyahoga County Board of Developmental Disabilities (CCBDD) and Bellefaire Jewish Children's Bureau

b. **Service Provider Agreements:**

- ◇ Cuyahoga County Office of Early Childhood/Invest in Children:
 - Achievement Centers for Children
 - Applewood Centers
 - Beech Brook
 - Berea Children's Home
 - Positive Education Program
- ◇ Memorandum of Understanding (MOU) with Cuyahoga County Board of Developmental Disabilities (CCBDD) and Bellefaire Jewish Children's Bureau
- ◇ Amendment to Res. No. 12-01-06: Funding Extension for St. Vincent Charity Medical Center

c. **Operational Agreement:**

- ◇ Telephone/Internet Renewal Agreement: ATT

d. **Personal Service Agreement:**

- ◇ Consultant Services for State & County Reentry Planning: Michael J. Stringer, Consultant

In answer to Ms. Warr's inquiry, it was noted that Mr. Stringer's services were used sporadically prior to the consolidation for a specific grant and for the past two years. Mr. Denihan added that Mr. Stringer's experience as the former position as Assistant Director of OADAS and the relationship with officials in Columbus has been instrumental in the ADAMHS Board moving forward with reentry plans. Ms. Warr suggested that the new Faith-Based Component be included in the collaborative process around reentry.

Motion to recommend approval of (a) Interagency, (b) Service Provider, and (c) Operational Agreements to the full Board. MOTION: M. Warr / SECOND: C. Noble / AYES: C. Noble, H. Snider, M. Warr / NAYS: None ABSTAIN: None / **Motion passed.**

5. IDENTIFY CONSENT AGENDA ITEMS

Rev. Noble proposed including the approval of Financial Reports and all Contracts--Interagency, Service Provider, Operational and Personal Services Agreements into a Consent Agenda for consideration by the full Board.

Motion to include the Financial Reports/Vouchers and all Agreements (a) Interagency, (b) Service Provider, (c) Operational, and (d) Personal Service Agreements in the Consent Agenda Format for consideration by the full Board. MOTION: C. Noble / SECOND: M. Warr / AYES: C. Noble, H. Snider, M. Warr / NAYS: None **Motion passed.**

6. OLD/NEW BUSINESS

- As a follow-up to the discussion at last month's General Meeting around the subject of payee services and whether consumers would be required to pay for this service independently, Mr. Denihan reported that Board staff revisited this issue. Based upon further review and discussion on the financial impact on consumers, Board staff is proposing to resume the Representative Payee Program at the Consumer Protection Association and provide funding to serve up to 370 consumers through 6/30/12.

This action to provide representative payee services for up to 370 consumers including the 288 recently transitioned to self-pay consumers will constitute an increase of \$111,000, a fee for service reimbursement not to exceed \$114,000. If approved by the committee, an agenda process sheet with details and the respective resolution will be drafted for consideration by the full Board.

Motion to approve the recommended amendment was made by Ms. Warr and seconded by Rev. Noble. Discussion: Mr. Snider was most pleased to see that the Board staff underwent this important review and appreciates the potential financial relief for consumers. Ms. Warr concurred with Mr. Snider; however, she asked why the limit on the number of people. This action resumes the services for the 370 clients previously served by the Consumer Protection Association through the end of June. Ms. Richardson noted that during the course of the year, individuals may opt to handle their own financial obligations and make room for other clients.

Motion to recommend approval of an amendment to the Service Provider Agreement with Consumer Protection Association to the full Board. MOTION: M. Warr / SECOND: C. Noble / AYES: C. Noble, H. Snider, M. Warr / NAYS: None / ABSTAIN: None / **Motion passed.**

There being no further business, the meeting adjourned at 4:35 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: Rev. Iris Lynn Bailey, Finance & Operations Committee Vice Chair