

Minutes of the Consolidated Board of Cuyahoga County (working title)
Monday, December 1, 2008
CCCMHB Offices

Board Members in Attendance:

Kathryn Gambatese, Chair/CCCMHB
Mary McElrath, Chair/ADASBCC
Eugenia Cash
Janet Hnanicek
Amy Leopard
Cynthia Miller
Harvey Snider
Lisa Thomas
Ericka Thoms
Mary Warr

Directors:

William M. Denihan, CCCMHB
Russell S. Kaye, Ph.D., ADASBCC

CCCMHB/ADASBCC Members Awaiting
Appointment to ADAMH Board

Benjamin Gohlstein
Rick Kemm
Charlotte Still Noble
Anngela Williams

Board Members Absent: Felipe Amunategui, Reginald Blue, Robert Fowler

Consultants: Elsie Day, Esq. / Linda Hayes, Ph.D. / Marlene Stoiber, Ph.D.

Board Staff: Rose Fini, Tami Fischer, John Garrity, Stephanie Graham, Scott Osiecki, Chris Paternoster, Cassandra Richardson, Bill Tobin.

1. Welcome and Introductions

Ms. Mary McElrath, ADASBCC Chairperson, called the Consolidated Board meeting to order at 5:10 p.m. Ms. McElrath welcomed everyone to the meeting.

2. Minutes

The Minutes of the October 27, 2008 Consolidated Board Meeting were approved as submitted.

Upon motion of Cynthia Miller, seconded by Lisa Thomas and unanimously carried, the Minutes of the October Consolidated Board Meeting were approved.

**Ayes: E. Cash, K. Gambatese, J. Hnanicek, A. Leopard, M. McElrath, C. Miller,
L. Thomas, E. Thoms, M. Warr**

Nays: None

Abstentions: None

3. Clarification on Task Group and Committee Status

Mary McElrath reported that the CEO Selection Task Force has been operating as a task force in an information gathering manner. Permission was requested from the Board to change the functioning name of the CEO Selection Task Force to the CEO Selection Committee.

Upon motion of Benjamin Gohlstin, seconded by Lisa Thomas and unanimously carried, the CEO Selection Task Force shall now be known as the CEO Selection Committee, and shall have the right and duty to make recommendations to the Board.

Ayes: E. Cash, K. Gambatese, J. Hnanicek, A. Leopard, M. McElrath, C. Miller,
L. Thomas, E. Thoms, M. Warr
Nays: None
Abstentions: None

4. Progress Reports/Recommendations from Committees

Co-Chair Gambatese asked for Committee Reports.

CEO Selection Committee – Lisa Thomas, Chair of the Committee, reported that the Committee has met seven times until November 13th as a task force. Some new members were added and the first public meeting of the Committee was held November 21, 2008. The Committee is now recommending the following:

1. The eligible candidates for the Consolidated Board's Executive Director shall be limited to the current Executive Directors.
2. The title of the top administrative official of the Consolidated Board shall be "Executive Director" to be consistent with the language of the Ohio Revised Code.
3. Approval of the Executive Director's job description.
4. Limit the contract with the Executive Director to one year due to the uncertainty of the economic situation.
5. The CEO Selection Committee recommendation for the Consolidated Board's Executive Director shall be based upon a Super Majority vote of its members.

Upon motion of Benjamin Gohlstin, seconded by Ericka Thoms and unanimously carried, Resolution #08-12-01 – Approval of CEO Selection Task Force Group Recommendations, was duly adopted this 1st day of December 2008.

Ayes: E. Cash, K. Gambatese, J. Hnanicek, A. Leopard, M. McElrath, C. Miller,
L. Thomas, E. Thoms, M. Warr
Nays: None
Abstentions: None

Nominating Committee Report – Eugenia Cash, Co-Chair of the Nominating Committee reported that the Committee met on November 25th. A survey was prepared and emailed to all board members, with a return date of the close of business on December 2, 2008. Another meeting is scheduled for December 9th at 3:00 and will be a work session.

Board Member Cynthia Miller requested that the deadline for submission be extended. It was agreed to extend the deadline to Wednesday, December 3, 2008, at noon. Responses can be emailed or faxed to Amy Leopard, Co-Chair, at 216-916-2328.

Site Committee - Russ Kaye reported that proposals are due on December 5th. A pre-bidder's conference was held and approximately twenty-one owners representing a number of properties attended the meeting. We are confident we will receive a good number and variety of properties that we can evaluate. The Site Committee will meet again in January after the proposals have been reviewed.

Chief Denihan reported that both boards have given authority to the Executive Directors to negotiate and sign contracts with the consultants, PMC and Equis, not to exceed a specific amount, after we review and evaluate the extent of the actual bids and proposals,. We will have more details after December 5th.

By-Laws Committee – Russ Kaye reported that a good amount of work was performed by the Committee in February and March of this year. Draft By-Laws were adopted at the first meeting of this Board so that we would have some guidelines under which to to operate. The Committee should probably reconvene in January. There are some specific sections that need revision such as eligibility and succession planning for the Board's Advisory Group (the "farm team").

Board Orientation and Communications Committee - Co-Chair Cynthia Miller reviewed the history and progress of the Committee to the current date. Elsie Day reported that the Committee met today, prior to this meeting. Wendy Schreiber from Edward Howard submitted three draft messages based on the discussion and input received at the Board Retreat held on November 22nd. Further comments made today will be incorporated into the draft and submitted to the Board for review and further discussion.

The Committee also has a recommendation for the name of the Board, which is the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County. This is the legal name of the Board and is consistent with other boards across the state. It identifies what the Board does and if someone wants services, they should be able to find us readily. The Committee has also recommended the development of a tag line which would be more creative and give more of a sense of what the Board is about. Focus groups may be initiated to discuss the tag line.

Upon motion of Amy Leopard, seconded by Charlotte Still Noble and unanimously carried, the new Consolidated Board shall be known as the Alcohol, Drug Addiction and Mental Services Board of Cuyahoga County.

Ayes: E. Cash, K. Gambatese, J. Hnanicek, A. Leopard, M. McElrath, C. Miller,
H. Snider, L. Thomas, E. Thoms, M. Warr
Nays: None
Abstentions: None

Resolution #08-12-02 will be prepared to reflect adoption of the new name.

5. Blueprint

The Consolidation Blueprint was distributed to board members and the audience. Consultant Elsie Day reviewed the first section of the document which included the Introduction, Draft Vision, Indicators of Successful Consolidation on 7/1/09, and the Management Process. She reiterated that the document will change and evolve as we go through the process. We will need to keep in mind the following concepts:

1. There must be an understanding that the consolidation will result in cost savings and increased efficiencies.
2. Focus of development must be on the system of services, not just the Board entity.
3. We need to identify and engage the primary stakeholders in a spirit of openness and collaboration.
4. A plan of what needs to be accomplished by 7/1/09 will be developed, followed and modified as the process moves forward.

Consultant, Marlene Stoiber reviewed the indicators of a successful consolidation, which pertain to the Consolidated Board. The vision statement is a living vision and pertains to the entire system. Ms. Stoiber reviewed the envisioned system of care which will exist by 2010, and the list of Indicators of Successful Consolidation as listed in the document.

Ms. Day further explained the Management Process. A Leadership Team with representatives from the five stakeholder groups that participated in the blueprint retreat will continue to meet periodically, probably every other month, to share information and get input from the entire group. This group will also provide progress reports and changes in plans to the Board. This group will drive the process of the consolidation through 7/1/09. The consultants will be involved with each group. It is important to keep moving, making progress and not get bogged down.

Scott Osiecki was thanked for assembling the blueprint manual.

6. Meeting Schedule/Location

Dates for future meetings of this Board will be discussed at the next meeting. The January 5, 2009 meeting date is tentative and will be confirmed.

7. Other Business

Board Member Lisa Thomas reported that interviews are being conducted with the two Executive Director candidates after this meeting. The Committee will make a recommendation to the full Board at a special meeting on either December 11th or December 18th. An email will be sent to board members asking for their preference as to the date.

8. Community Forum

Co-Chair McElrath asked for comments from the audience.

John Nosek commented that since the task forces have held public meetings, he has attended and appreciates the opportunity to provide input. He is very impressed with the efficiency of the committee meetings and the fact that everyone seems to be “jelling together” as a Board.

Greg Uhland echoed the comments of John but voiced concern over the one year tenure for the Executive Director announced earlier in the meeting. He stated that these are tough times and the systems will need someone who will look beyond a year.

Maureen Dee congratulated the Board on the name and asked that the new Board refine its values to include an attitude of customer service at all levels

There being no further business, the meeting was adjourned at 6:15 p.m. Christine Paternoster, Recording Secretary.