

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

GENERAL MEETING MINUTES JANUARY 29, 2020

ADAMHS BOARD OF DIRECTORS PRESENT:

Rev. Benjamin F. Gohlstin, Sr.	J. Robert Fowler, Ph.D.
Reginald C. Blue, Ph.D.	Gwendolyn A. Howard, LSW, MSSA
Gregory X. Boehm, M.D.	Patricia James-Stewart, M.Ed., LSW
Crystal L. Bryant, Esq., MS, LSW	Katie Kern-Pilch, ATR-BC, LPC-S
Erskine Cade, MBA	Sharon Rosenbaum, MBA
Elsie Caraballo	Harvey A. Snider, Esq.

Megan Van Voorhis

ABSENT: Steve Killpack, MS, Rev. Max M. Rodas, MA

BOARD STAFF PRESENT: Scott Osiecki, Chief Executive Officer, Carole Ballard, Curtis Couch, Tami Fischer, Cheryl Fratalone, Madison Greenspan, Felicia Harrison, Leslie Koblentz, Linda Lamp, Jacob Rosebrock, Allison Schaefer, Starlette Sizemore-Rice, Larry Smith, Lavedia Smith, Maggie Tolbert, Beth Zietlow-DeJesus

1. CALL TO ORDER / AUDIENCE INPUT

Board Chair, Benjamin Gohlstin, called the General Meeting to order at 4:00 p.m. No audience input regarding agenda items was received.

2. DELINEATING ROLES & RESPONSIBILITIES TRAINING

Cheri L. Walter, MA, LICDC, Chief Executive Officer, Ohio Association of County Behavioral Health Authorities (OACBHA), provided Board members with a presentation on delineating roles and responsibilities. She reported that the ADAMHS Board of Cuyahoga County is a Culture of Quality certified board, which means that an accreditation certification process transpired; whereby the Board was audited on all financial matters and met all statutory requirements for Board business. Presently, 30 out of the 50 Boards in Ohio are Culture of Quality certified.

In Ohio, ADAMH Board structure can consist of 18 or 14 member Boards. The ADAMHS Board of Cuyahoga County is an 18 member Board that consists of eight members that are appointed by the Ohio Department of Mental Health and Addiction Services (OhioMHAS) and ten members that are appointed by Cuyahoga County (County Council). Members are appointed for a term of four years and can serve two consecutive four-year terms for one appointing authority. They can serve two additional four-year terms as long as they are appointed by the other appointing authority (state or county). These individuals serve without compensation, except for reimbursement of necessary expenses incurred in the performance of their official duties.

The representation of ADAMH Board appointments must consist of one half of the Board members being interested in mental health services. One member must be a present or past consumer of services paid for by public funds; one member must be a parent or relative of a consumer of services; and one member must be a Mental Health Clinician. The other half must be interested in alcohol, drug, or gambling addiction services. One member must be a present or past client of services paid for by public funds; one member must be a parent or relative of a client of services; and one member of the Board must be a clinician with experience in the delivery of addiction services. A single member who meets both qualifications may fulfill the requirement for a clinician with experience in the delivery of both mental health and addiction services.

The governing law for ADAMH Boards is Ohio Revised Code (ORC) 340; which gives Board members authority, rights and responsibilities. Board members are responsible for assuring a unified system of care; creating a community support system; protecting personal liberty/least restrictive environment, ensuring high quality, cost effective, culturally competent services; maintain comprehensive services based on local needs; ensure services meet minimum standards; and require consumer involvement.

ADAMH Boards were fundamentally created to build a unified, integrated system of care by working with clients, providers and the community at large to provide low-income uninsured and underinsured Ohioans with treatment services and recovery support services. ADAMH Boards plan for and fund (outside of Medicaid) the system of care for local residents, including the purchase of psychiatric hospital services; but do not provide direct services.

Board governance describes Board rules and procedures for making funding and program decisions and develops the structure for which the Board makes decisions, Executive Committee, Standing Committees and Ad-hoc Committees. Board governance also provides the structure through which Board goals and objectives are set, provides a means of achieving set goals and objectives, and monitors the Chief Executive Officer (CEO) and staff performance against set goals and objectives.

[E. Cade arrived.]

The major areas of focus as an ADAMH Board includes big picture visioning, setting the mission, outcomes review, agency/fiscal oversight, and the CEO appointment. Board members have a responsibility to understand the Board's mission by familiarizing themselves with the organization's vision, mission and legal responsibilities, which include Ethics and Sunshine Laws. Through the development and appointment of various committees that report to the Board, the Board will determine how committees function. Board members are responsible for ensuring that the Board has the necessary programs and services in place to ensure the local system of care meets the needs of the local community. Board members are also responsible for maintaining appropriate relationships between and among Board members, Board staff and the community and assure the financial accountability of the Board.

A Chairman is selected by the Board to be an impartial leader, preside over meetings and lead the Board to consensus from disparate points of view of its members. Typically, the CEO reports to the Board Chair and the Chair provides support and advice to the CEO. By utilizing this process, the CEO will not receive conflicting assignments or direction from multiple Board members.

Ms. Liz Henrich, Associate Chief Executive Officer, OACBHA, reported on the Sunshine Laws. Ohio's Sunshine Laws include the Open Meetings Act and the Public Records Act. The Open Meetings Act requires that meetings of a "public body" be open to the public. During open meetings the responsibilities of a Public Body include deliberating on and taking action on public business in open session. If the Open Meetings Act applies, the meeting must be open to the public, must have proper notice and minutes must be kept. A meeting is a prearranged gathering that is attended by a majority of the public body to conduct, transact, deliberate or discuss public business. The Board must adopt rules for proper notice of regular, special and emergency meetings. The rules for proper notice of regular meetings include rules for determining time and place. Proper notice of special meetings include 24 hour notice including time, place and purpose. Proper notice of emergency meetings include immediate notice including time, place and purpose.

Openness does not mean the right to be heard, but rather to attend and observe. During Executive Session, the public body excludes the public from a portion of an open meeting. Executive Session may only be held to discuss limited, specific matters and the only persons invited by the public body may join the Executive Session; however, there can be no decision-making (i.e. voting). Acceptable topics for Executive Session include:

- Personnel appointments and dismissals
- Property: purchase or sale of property
- Court action and conferencing with an attorney
- Collective bargaining
- Confidential matters: matters required to be kept confidential by federal or state law
- Security arrangements and emergency response
- County hospital trade secrets

Proper procedure to adjourn into Executive Session commences with a motion that states which one or more of the approved matters for Executive Session will be considered. Once the motion is second, a roll call vote transpires.

Public records have 3 characteristics: 1. Stored on a fixed medium, 2. Created, received, or sent under the jurisdiction of a public office, and 3. Documents the organization's functions, policies, decisions, procedures, operations, or other activities of the office. All

three must be present to be considered a record. However, there are a few exceptions to this rule; which include Ohio or federal law prohibits disclosure, medical records, and law enforcement investigations. Public bodies need to provide prompt inspection of public records; however prompt is not necessarily immediate. A public office need only establish reasonable business hours for public requests. Upon request, copies are provided within a reasonable period of time.

Ohio Ethics Laws state that public officials cannot use their authority or influence of office to secure anything of value. Everyone is prohibited from promising or giving a public official anything of value if the thing of value could have a substantial and improper influence upon the public official in the performance of her duties. A general rule is that no public official shall knowingly have an interest in the profits or benefits of a public contract entered into by or for the use of the political subdivision or instrumentality with which it is connected.

Questions from committee members were addressed. It was noted that when in doubt about ADAMH Boards roles, rights and responsibilities, contact the Auditor of State's Open Government Unit at 800.345.2519; and when in doubt about Ohio Ethics Laws, contact the Ohio Ethics Commission at 614.466.7090. (A copy of the PowerPoint presentation distributed is attached to the original minutes in the Executive Unit.)

3. **APPROVAL OF MINUTES** - The minutes from the November 20, 2019 General Meeting were approved as submitted.

4. **RECOGNITION OF CLIENT ARTWORK DISPLAY – JANUARY 2020**

Due to the cancellation of St. Vincent Charity Medical Center's representative for the recognition of client artwork display, Rev. Gohlstin did not publically announce this agenda item.

5. **CHAIR'S REPORT**

Rev. Gohlstin acknowledged Ms. Eugenia Cash-Kirkland, former Board member, and presented her with a plaque for her dedication and commitment to the ADAMHS Board.

Rev. Gohlstin noted that an informative New Board Member Orientation session was held earlier today. He also reported that the official Health and Human Services Levy – Issue 33 Campaign kick-off event was held earlier today at the MetroHealth System and encouraged everyone to vote for the levy.

Rev. Gohlstin requested an AIDS Funding Collaborative (ACF) Advisory Committee Board member appointment recommendation for participation at scheduled quarterly meetings. Ms. Crystal Bryant volunteered to participate on the ACF Advisory Committee as the Board representative.

Motion to recommend the appointment of Ms. Crystal L. Bryant as the ADAMHS Board of Cuyahoga County's Board member on the AIDS Funding Collaborative (ACF) Advisory Committee. MOTION: E. Caraballo / SECOND: M. Van Voorhis / AYES: R. Blue, G. Boehm, C. Bryant, E. Cade, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Rosenbaum, H. Snider, M. Van Voorhis / NAYS: None / **Motion passed.**

6. **HEALTH AND HUMAN SERVICES LEVY – ISSUE 33**

Mr. Scott Osiecki, CEO, briefed committee members on the Cuyahoga County Health and Human Services Levy – Issue 33, which is scheduled for the March 17, 2020 primary ballot by the Cuyahoga County Council and noted that Resolution No. 20-01-01 Endorsement of Health and Human Services Levy – Issue 33 was discussed at each of the January ADAMHS Board committee meetings and, once approved, will be placed on the Issue 33 website, along with the long list of organizations that support this levy.

Motion to recommend endorsement of the Health and Human Services Levy – Issue 33. MOTION: S. Rosenbaum / SECOND: R. Blue / AYES: R. Blue, G. Boehm, C. Bryant, E. Cade, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Rosenbaum, H. Snider, M. Van Voorhis / NAYS: None / **Motion passed.**

7. **COMMUNITY RELATIONS & ADVOCACY COMMITTEE REPORT**

Due to feeling under the weather, Committee Chair, Mr. Harvey Snider, requested Vice Committee Chair, Ms. Katie Kern Pilch, to present the Community Relations & Advocacy Committee report. Ms. Kern-Pilch reported on the committee meeting, held on January 8, 2020, and addressed the following topics:

- Legislative updates – provided by Mr. Osiecki, CEO, and Ms. Beth Zietlow-DeJesus, Director of External Affairs
Updates: STRONG Ohio (Senate Bill 221), Senate Bills: 58 Misdemeanor Competency Restoration; and 123 School Security and Youth Suicide Education, House Bills: 1 Modify Intervention in Lieu of Conviction and Sealing Records of Conviction; 338 Mental Health Awareness and Community Violence Protection Act; and 354 Improve Firearm Background Checks and Focus on Mental Health
- Cuyahoga County Health and Human Services Levy – provided by Mr. Osiecki and Ms. Zietlow-DeJesus
- Training Institute CY2019 Wrap-up – provided by Ms. Carole Ballard, Director of Education and Training
- Sponsorships
 - Improbable Players
 - 7th Annual Ohio Recovery Housing 2020 Conference
 - Milestone National Autism Conference, which was tabled until a presentation by Milestones Autism Resources can be had at the next scheduled Community Relations & Advocacy Committee on March 4, 2020.
- Ohio Overdose Prevention Network \$6,000 Grant
- Ohio Association of County Behavioral Health Authorities (OACBHA) Crisis Text \$1,000.00 Mini-Grant
- Fentanyl Campaign Update – provided by Ms. Zietlow-DeJesus
- *Racial Disparity, Social Justice and the Opioid Epidemic Summit* – provided by Ms. Zietlow-DeJesus
- Conference Proposals
 - OACBHA's Opioid Conference
 - National Organization of Black Law Enforcement Executive (NOBLE)
 - 2020 Ohio Prevention Conference
 - Bureau of Justice Assistance's Comprehensive Opioid Abuse Program National Forum
- Social Media and Media Tracking Reports

8. PLANNING & OVERSIGHT COMMITTEE REPORT

Dr. Robert Fowler, Planning & Oversight Acting Committee Chair, reported on the Planning & Oversight Committee meeting held on January 15, 2020 and addressed the following topics:

- A presentation of OhioGuidestone's Residential Services provided by Ms. Joellen Woodring, Assistant Director of Clinical Services
- Cuyahoga County Health and Human Services Levy – provided by Mr. Osiecki and Ms. Zietlow-DeJesus
- AIDS Funding Collaborative (ACF) Board member appointment recommendation - provided by Mr. Larry Smith, Jr., Director of Programs
- Substance Abuse and Mental Health Services Administration (SAMHSA) funding for expansion of Cuyahoga County Court of Common Pleas Medication Assisted Treatment Drug Court (MAT II) – provided by Mr. Smith, Jr.
- Parole Assertive Community Treatment (PACT) – provided by Mr. Smith, Jr.
- Needs Assessment/Analysis Recommendation – provided by Mr. Curtis Couch, Chief Technology and Data Analytics Officer
- Northeast Ohio Collaborative: Withdrawal Management/Detoxification and Crisis Bed Expansion SFY2020 Contracts Update – provided by Mr. Osiecki
- Opioid Settlement Update – provided by Mr. Osiecki
 - Thrive Behavioral Health
 - St. Vincent Charity Medical Center
 - Stella Maris
- Workforce Development Initiative: Progress Report – provided by Ms. Tami Fischer, Chief Administrative Officer and Mr. Jeff Johnson, Consultant

9. FINANCE & OPERATIONS COMMITTEE REPORT

Ms. Sharon Rosenbaum, Finance & Operations Committee Vice Chair, highlighted the Vouchers, Contracts and Amendments as listed below.

CONSENT AGENDA: Resolution Nos.20-01-02 through 20-01-04

- **RESOLUTION NO. 20-01-02 – ACCEPTING THE REPORT OF THE CEO ON EXPENDITURES AND VOUCHERS PROCESSED FOR PAYMENT DURING NOVEMBER 2019 AND DECEMBER 2019**

Ms. Rosenbaum reported on the Finance & Operations Committee meeting held on January 22, 2020. She reported on the Voucher and Expenditure Report for December, 2019 and indicated that relative to the Administrative Budget for the month of December, expenses were \$339,698.00, which brings the total administrative expense for Calendar Year (CY) 2019 to \$4,763,889.00, which is roughly 83.86% of the total Administrative budget that was approved for CY2019. Relative to the Administrative Budget, Ms. Sharon Rosenbaum reported that staff salaries and fringe benefits were below budget, which is due to vacant positions.

In December, the Board received revenues of \$1,410,009.00, bringing our total revenue for CY2019 to \$62,623,395.00 which is approximately 102.81% of our anticipated budgeted revenue for the year; \$60,910,441.00. Expenditures for December were \$6,009,045.00 bringing our total expenses for CY2019 to \$55,769,090.00 that is 87.26% of our anticipated expenditures for the calendar year; \$63,910,441.00.

Ms. Rosenbaum stated that the December 31, 2019 Balance Sheet reflects assets of \$20,367,615.00.

- **RESOLUTION NO. 20-01-03 – APPROVAL AND RATIFICATION OF CONTRACTS:**

1. Substance Abuse and Mental Health Services Administration (SAMHSA) Funding for Expansion of Cuyahoga County Court of Common Pleas Medication-Assisted Treatment Drug Court (MAT II) – \$884,400.00 (Pooled)
 - Matt Talbot
 - Community Assessment & Treatment Services (CATS)
 - Stella Maris
 - Salvation Army/Harbor Light
2. Parole Assertive Community Treatment (PACT) – \$275,000.00
 - Recovery Resources
3. Needs Assessment/Analysis – \$60,050.00
 - Cleveland State University
4. Ohio Department of Mental Health and Addiction Services (OhioMHAS) Match Funding to Ohio Development Services Agency (ODSA) – Pass Through – \$90,000.00
 - Emerald Development and Economic Network, Inc. (EDEN, Inc.) - \$75,000.00
 - Joseph's Home - \$15,000.00
5. Ratification of Copier Lease and Maintenance Contract – 5 Years – \$14,079.60 Annually
 - ACE / De Lage Landen Public Finance, LLC
6. Sponsorships:
 - Improbable Players, Tour Dates: February through June 2020 – (\$2,500.00 Sponsor)
 - 7th Annual Ohio Recovery Housing 2020 Conference, March 30 – April 1, 2020 – (\$1,000.00 Sponsor)
7. Ratification of Fentanyl Awareness Campaign: December, 2019 and January, 2020 – \$20,450.00
 - Brothers Printing - \$1,875.00
 - Radio One Cleveland - \$5,025.00
 - La Mega Media - \$2,500.00
 - Voice It Radio - \$2,000.00
 - The Wave - \$2,000.00
 - iHeart Media - \$7,050.00

- **RESOLUTION NO. 20-01-04 – APPROVAL CONTRACT AMENDMENTS:**

1. Amendment to Resolution 18-07-02, FFY2019 Opportunities for Ohioans with Disabilities (OOD), Case Services Contract – Reallocation of \$23,000.00
 - Reduce Jewish Family Service Association - (\$331,293.22)
 - Increase Recovery Resources - (\$407,430.54)
2. Amendment to Resolution 19-11-04, State Opioid Response (SOR) – Minority Communities Grant – Funding Adjustment - \$957,500.00

- Cleveland Treatment Center - \$331,600.00
- **Cleveland UMADAOP - \$232,448.00 (Reduction of \$7,500.00)**
- Hispanic UMADAOP - \$94,748.00
- Hitchcock Center for Women - \$21,174.00
- Signature Health - \$277,530.00

Motion to approve the Consent Agenda (Resolution Nos. 20-01-02 through 20-01-04). MOTION: K. Kern-Pilch / SECOND: R. Blue / AYES: R. Blue, G. Boehm, C. Bryant, E. Cade, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Rosenbaum, H. Snider, M. Van Voorhis / NAYS: None / **Motion passed.**

10. CHIEF EXECUTIVE OFFICER'S REPORT - Scott S. Osiecki

- **ADAMHS Board of Franklin County Visit**
 - Mr. Osiecki reported that Franklin County ADAMH Board staff came to meet with Executive Team members on Monday, January 6, 2020 to gain insight and ideas as to how Cuyahoga County's Board operates so efficiently.
- **Northeast Ohio Collaborative: Withdrawal Management/Detoxification and Crisis Bed Expansion**
 - Mr. Osiecki noted that OhioMHAS recently released funding for the Northeast Ohio Collaborative: Withdrawal Management/Detoxification and Crisis Bed Expansion. As a result, contracts will be forthcoming during the February Board cycle.
- **Opioid Settlement Update**
 - On January 28, 2020, Ms. Tami Fischer, Chief Administrative Officer; Ms. Maggie Tolbert, Assistant Chief Clinical Officer; Ms. Felicia Harrison, Chief Financial Officer; and Mr. Osiecki met with Ms. Brandy Carney, Chief of Special Operations, Cuyahoga County, to discuss the metrics related to the opioid Settlement of \$10.5 million. Once these funds are received by the ADAMHS Board, contracts will be processed through the Board cycle for disbursement to St. Vincent Charity Medical Center, Stella Maris and Thrive Emergency Department (ED).
- **Diversion Center**
 - Dr. Leslie Koblentz, Chief Clinical Officer Consultant, participated in a meeting on Mr. Osiecki's behalf, to discuss the best mechanism for a diversion center in Cuyahoga County.
- **Addiction Recovery Advocacy Meeting**
 - Hosted quarterly, the Addiction Recovery Advocacy meeting transpired on Monday, January 27, 2020, at the Jerry Sue Thornton Center, 2500 East 22nd Street, Cleveland, Ohio to discuss the Ohio Recovery Plan. These meetings provide an opportunity for attendees to unite the powerful voices of individuals; along with advocacy groups, to create change through action.
- **Behavioral Health Convening Group Meetings**
 - Hosted by MetroHealth, Board staff are participating in meetings with providers and other Cuyahoga County stakeholders to discuss the development of a behavioral health continuum that includes the diversion Center.
- **Health and Human Services Levy Campaign Kick-Off Event**
 - The Health and Human Services Levy – Issue 33 – Campaign Kick-Off event was held on January 29, 2020 at the MetroHealth System. Several speakers at this event stressed the importance of the services provided through this levy. Once passed, the County has agreed to provide the ADAMHS Board with \$5.1 million; \$2 million for crisis services and \$3.1 million for the Residential Assistance Program (RAP).
- **Lifeworks Behavioral Health Solutions**
 - Mr. Osiecki reported that after meeting with representatives of Lifeworks Behavioral Health Solutions, the ADAMHS Board has decided to terminate the State Opioid Response (SOR) agreement between the ADAMHS Board and Lifeworks Behavioral Health Solutions. The Board has also decided not to renew their core contract. Individuals affiliated

with Lifeworks Behavioral Health Solutions may be transitioned to Thrive Behavioral Health; thereby alleviating any interruption in services.

- Dr. Fowler inquired as to whether any legal ramifications will arise as a result of the termination of the SOR agreement and core contact with Lifeworks Behavioral Health Solutions. Mr. Osiecki reported that Ms. Kelli Perk, Director of Legal Affairs, is reviewing documentation that was provided by Lifeworks Behavioral Health Solutions to identify if any improprieties have occurred.
- Ms. Kern-Pilch provided accolades to Ms. Zietlow-DeJesus and Ms. Madison Greenspan, External Affairs Officer, for their efforts with the social media and media tracking reports. Ms. Elsie Caraballo concurred.
- Rev. Gohlstin thanked Board staff, Ms. Maggie Tolbert, Assistant Chief Clinical Officer, Ms. Felicia Harrison, Chief Financial Officer, and Mr. Larry Smith, Jr., Director of Programs, for participating on various radio shows to discuss the Board.

11. **NEW BUSINESS**

- Ms. Caraballo reported that as a result of the natural disasters that have transpired in Puerto Rico, the Spanish American Committee is taking donations for individuals that have relocated to the Cleveland area.
- Ms. Megan Van Voorhis stated that the Cleveland Foundation is making mini-grants available to encourage organizations to assist with hard to count populations. The Board may want to encourage provider agencies to get engaged and/or identify this as an opportunity to apply for a mini-grant.
- As tri-chair of the Census 2020 Hard to Count Committee, Mr. Osiecki reported that Ms. Zietlow-DeJesus and Ms. Greenspan have been diligently working on these efforts.

12. **AUDIENCE INPUT**

- Ms. Lu requested Board members give consideration toward efforts to link the Health and Human Services Levy – Issue 33 to the 2020 Census.

There being no further business, the meeting adjourned at 5:30 p.m.

Submitted by: ***Linda Lamp, Executive Assistant***

Approved by:

Rev. Benjamin F. Gohlstin, Sr., Chairperson, ADAMHS Board of Cuyahoga County