

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

JANUARY GENERAL MEETING MINUTES (January 31, 2019 Meeting - Rescheduled on February 6, 2019)

ADAMHS BOARD OF DIRECTORS PRESENT:

Rev. Benjamin F. Gohlstin, Sr.	Katie Kern-Pilch, ATR-BC, LPC-S
Reginald C. Blue, Ph.D.	Max M. Rodas, MA
Gregory X. Boehm, M.D.	Sharon Rosenbaum, MBA
Elsie Caraballo	Harvey A. Snider, Esq.
J. Robert Fowler, Ph.D.	Mary M. Step, Ph.D.
Gwendolyn A. Howard, LSW, MSSA	

ABSENT: Erskine Cade, MBA, Steve Killpack, MS, Eugenia Kirkland, LSW, MSSA, CDCA, Hugh B. Shannon

BOARD STAFF PRESENT: Scott Osiecki, Chief Executive Officer, Carole Ballard, Tami Fischer, Cheryl Fratalone, Bob Garrity, Felicia Harrison, Carol Krajewski, Lavedia Smith, Starlette Sizemore-Rice, Maggie Tolbert, Linda Torbert, Beth Zietlow-DeJesus

1. CALL TO ORDER / AUDIENCE INPUT

Board Chair, Benjamin Gohlstin, called the General Meeting originally scheduled for 1/30/19, to order at 4:00 p.m. and noted that Vice Chair, Eugenia Kirkland, would not be in attendance due to a family emergency. No audience input received.

2. APPROVAL OF MINUTES - The minutes from the 11/14/18 Committee of the Whole Meeting and the 11/28/18 General Meeting were approved as submitted.

3. RECOGNITION OF CLIENT ARTWORK DISPLAY – NOVEMBER 2018

Beth Zietlow-DeJesus, Director of External Affairs, highlighted the artwork provided by the Life Exchange Center and Far West Center's Art Helps and Heals Program. A client artist from Far West's AHH! program shared that the program has proven to be an amazing benefit to her; the program has helped her to cope with things in life, to increase her confidence, and has enabled her to speak in front of a group. Certificates of participation were awarded to the artists for the impressive artwork display.

4. CHAIR'S REPORT

- Rev. Gohlstin noted that on January 26th he celebrated his 80th birthday with a wonderful party at the Harvard Community Center. He thanked Board members and staff who attended for joining in the celebration of this event.
- Regretfully, Rev. Gohlstin reported that he received a resignation notice from Board member, Cassi Handler, explaining that she could no longer serve due to her family's move to Florida. Cassi's participation and presence will be missed.
- Rev. Gohlstin welcomed Sharon Rosenbaum back from her leave of absence.
- Dr. Gregory X. Boehm has been appointed to serve on the Planning & Oversight Committee. Mr. Erskine Cade has been appointed as the Vice Chair of the Community Relations & Advocacy Committee; updated committee rosters were distributed to Board members.
- On 1/28/19, the ADAMHS Board hosted a Culturally Competent Programming/Personalized Behavioral Health Care breakfast for all providers at the Ariel International Center. Based upon some feedback received, Rev. Gohlstin clarified that the purpose was not to ask providers to change their service delivery models but to encourage them to adjust the models to be culturally specific and to be sensitive to the people who they are serving.

Report from the Ad Hoc Committee for Podiatric and Dental Care - The Board Chair asked for some feedback from the Adhoc Committee formulated to follow-up on the discussion held at the November 14, 2018 Committee of the Whole Meeting.

Adhoc Committee Chair, Harvey Snider, noted that he personally contacted the lobbyist for the Podiatry Association for the state of Ohio who is interested and committed to that activity and the appropriateness of funding for those who we serve. Additionally, Mr. Snider has an appointment with the Dean of the School of Dentistry at Case Western Reserve University. Two Adhoc committee members, Katie Kern-Pilch and Mary Step, have begun to gather scientific literature and articles regarding podiatry and dental issues and their effect on mental health and substance abuse outcomes. Dr. Step noted her intent to share a summary sheet of information for the Planning & Oversight Committee with a potential presentation to the full Board in the future.

Rev. Rodas inquired about the initial charge of the Adhoc Committee and questioned the reason for focusing on these two particular health issues. Mr. Snider added that the Adhoc Committee charge, as stated in the 11/14/18 minutes, was to research available community resources. The Board Chair explained that the Adhoc Committee is taking a look to see if there is a need for the ADAMHS Board to assist in providing these services. Board staff has shared that there should be sufficient services available in the community to assist with these needs. The Board of Directors are investigating the circumstances further by researching scientific evidence.

• **RESOLUTION NO. 19-01-08**

APPROVAL OF ADAMHS BOARD EMPLOYEES ANNUAL END-OF-YEAR TRAINING

Board Chair, Rev. Gohlstin, explained that he, at the January Finance & Operations Committee meeting, acknowledged the hard work of all ADAMHS Board of Cuyahoga County employees and advocated for holding an annual training at no cost to the employees in mid to late December each year going forward, in an amount not to exceed \$1,000.00; this recommendation was subsequently approved by the Finance & Operations Committee.

Motion to approve the Resolution No. 19-01-08. MOTION: S. Rosenbaum / SECOND: M. Step / AYES: R. Blue, G. Boehm, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, K. Kern-Pilch, M. Rodas, S. Rosenbaum, H. Snider, M. Step
NAYS: None / ABSTAIN: None / **Motion passed.**

5. COMMUNITY RELATIONS & ADVOCACY (CR&A) COMMITTEE REPORT

CR&A Committee Chair, Harvey Snider, reported on the meeting held on 1/09/19. The committee received from Board staff legislative updates on the Governor Elect's priorities, new legislators, and pending legislation.

The CRA Committee approved two sponsorships to move through the Board process: Improbable Players, a performing art group that employees actors in recovery from substance use and does community and school prevention education for an amount of \$2,000; and for the Ohio Recovery Housing Conference, which is taking place April 1-3 in Columbus, for the amount of \$1,500.

The committee also agreed to accept grant funds related to the Adverse Childhood Experiences (ACEs) Grant in the amount of \$12,500. This grant will be in collaboration with the Cuyahoga County Board of Health and will screen young people for adverse childhood experiences to see if they continued to be related to increased substance use disorders in the future.

The Committee received a very thorough update on the good work of the training department led by Carole Ballard, Director of Education & Training, which trained more than 2,600 people and earned \$21,612.00 in 2018. Ms. Zietlow-DeJesus provided an overview of the social media and media tracking reports since the last meeting and for the entire year. Social media posts were seen nearly 600,000 times in 2018. The ADAMHS Board had 201 media mentions in 2018; all of them were either positive (186) or neutral (15), with not a single negative mention. The Ad Hoc Committee for podiatric and dental care had some discussions during this meeting as well and considered the need for further research and some possible next steps for the group.

6. FINANCE & OPERATIONS COMMITTEE REPORT

On behalf of Committee Chair, Steve Killpack, Robert Fowler, Finance & Operations committee member, reported on the F&O Committee meeting held on 1/16/19. Dr. Fowler reported that the issuance of a Request for Proposal for Faith-based Outreach Initiatives received 22 responses. Based upon the review of the RFP Committee, Board staff recommended nine organizations to provide education, training and other after-school/weekend activities. Both the Planning & Oversight Committee and the Finance & Operations Committee recommend approval of these contracts in a total funding amount of \$300,000.00 for CY2019.

• **RESOLUTION NO. 19-01-02**

APPROVAL OF CALENDAR YEAR 2019 CONTRACTS FOR FAITH-BASED OUTREACH INITIATIVES

- Coalition for a Better Life/Peace in the Hood: Mt. Pleasant NOW Development - \$15,000.00
- Far West Center - \$20,000.00
- Inner Healing Ministries - \$47,500.00
- Life Recovery Ministries - \$61,000.00
- Naaleh Cleveland - \$20,000.00
- NAMI Greater Cleveland - \$4,220.00

- OhioGuidestone - \$52,280.00
- St. James African Methodist Episcopal Church - \$20,000.00
- Trinity Outreach Ministries – Another Chance of Ohio - \$60,000.00

Motion to approve the Resolution No. 19-01-02. MOTION: B. Fowler / SECOND: H. Snider / AYES: R. Blue, G. Boehm, E. Caraballo, R. Fowler, B. Gohlstein, G. Howard, K. Kern-Pilch, M. Rodas, S. Rosenbaum, H. Snider, M. Step / NAYS: None ABSTAIN: None / **Motion passed.**

- **RESOLUTION NO. 19-01-03**
APPROVAL OF BEHAVIORAL HEALTH MANAGEMENT INFORMATION SYSTEM: GOSH
(Great Office Solution Helper)

Dr. Fowler provided background information about the previous information system, SHARES, at a cost of approximately \$500,000 per year, and the decision made to withdraw from the Council of Governments and SHARES. As a result, the Board of Directors authorized an RFP in September 2017. The ADAMHS Board's RFP Review Committee and CEO have recommended entering into a 3-year contract with Geisler I.T. Services, LCC, for the procurement of the Great Office Solution Helper (GOSH) system in the amount of \$167,060.00 for the time period of February 1, 2019 – January 31, 2022. It was noted that GOSH has been around since 2010 and is currently used by 36 other Boards in Ohio. This action is being recommended by the Finance & Operations Committee.

Mr. Osiecki noted that the Board had to pay the user fees for SHARES for the entire year of 2019. As of February 15, 2019, the Board is no longer involved with the COG; therefore, the Board will no longer pay any dues or any associated fees after February 15th. Additionally, the ADAMHS Board will no longer be a member of the Urban Board Association.

Motion to approve the Resolution No. 19-01-03. MOTION: B. Fowler / SECOND: M. Rodas / AYES: R. Blue, G. Boehm, E. Caraballo, R. Fowler, B. Gohlstein, G. Howard, K. Kern-Pilch, M. Rodas, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

- **RESOLUTION NO. 19-01-04**
APPROVAL OF EMPLOYEE SALARY INCREASE FOR OAPSE, AFSCME LOCAL 4 & LOCAL 328

Dr. Fowler noted that this resolution calls for approval of a 2% salary increase for CY2019 for the staff covered by the collective bargaining agreement.

Motion to approve the Resolution No. 19-01-04. MOTION: R. Blue / SECOND: S. Rosenbaum / AYES: R. Blue, G. Boehm, E. Caraballo, R. Fowler, B. Gohlstein, G. Howard, K. Kern-Pilch, M. Rodas, S. Rosenbaum, H. Snider, M. Step / NAYS: None ABSTAIN: None / **Motion passed.**

Mr. Osiecki added that a 2% increase will also be afforded to non-bargaining unit employees back to January 1, 2019. He explained that no action is needed as funds were included and approved in the CY2019 operating budget.

Finance Report - Dr. Fowler reported that revenue for November 2018 was \$3,892,986.00; expenses for November were \$4,404,864.00. For December 2018, revenue received was \$901,216.00; expenses were \$4,838,028. The Board reallocated \$270,000.00 between budget categories in December to meet all of the Board's year-end obligations. The total revenue for CY2018 was \$68,070,428.00 and expenses through 12/31/18 were \$67,324,395.00.

CONSENT AGENDA - (Resolution Nos. 19-01-05 through 19-01-07)

- **RESOLUTION NO. 19-01-05 - ACCEPTING THE REPORT OF THE CEO ON EXPENDITURES AND VOUCHERS PROCESSED FOR PAYMENT DURING NOVEMBER 2018 AND DECEMBER 2018**

Motion to approve the Resolution No. 19-01-05. MOTION: R. Blue / SECOND: S. Rosenbaum / AYES: R. Blue, G. Boehm, E. Caraballo, R. Fowler, B. Gohlstein, G. Howard, K. Kern-Pilch, M. Rodas, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

- **RESOLUTION NO. 19-01-06 – APPROVAL AND RATIFICATION OF CONTRACTS:**

- 1) Acceptance of Adverse Childhood Experiences (ACEs) Grant Funding of \$12,500.00 – Cuyahoga County Board of Health, Pass-Through Funds from the Centers for Disease Control and Prevention through the National Network of Public Health Institute
- 2) Sponsorships:
 - Improbable Players, Tour Dates: February through June 2019 – (\$2,000 Sponsor)
 - 6th Annual Ohio Recovery Housing 2019 Conference, Bringing Recovery Home: Impact, Influence, & Inclusion – (\$1,500 Sponsor)
- 3) Ohio Department of Youth Services (ODYS) Aftercare Services - \$110,376.00
 - Catholic Charities - \$45,376.00
 - OhioGuidestone - \$65,000.00

- **RESOLUTION NO. 19-01-07 – APPROVING AMENDMENTS TO CONTRACTS:**

- 1) Amendment to Res. Nos. 18-11-06 and 18-05-03 - Ohio Mental Health & Addiction Services (OhioMHAS) - CURES 1st Year Federal Funding Increase – Total Amount: \$210,960.00
 - MetroHealth Medical Center - \$104,960.00 Increase
 - Community Action Against Addiction - \$100,000.00 Increase
 - I'm in Transition - \$6,000.00 Increase
- 2) Amendment of Resolution 18-09-05, OhioMHAS and Ohio Department of Youth Services (ODYS) - Behavioral Health Juvenile Justice (BHJJ) Project Fiscal Year 2019 - \$550,000.00 Total (no change in amount)
 - Cuyahoga County Juvenile Court - \$61,066.76 Decrease (from \$310,712.00 to \$249,645.24)
 - Applewood Centers, Inc. - \$61,066.76 Increase (from \$154,621.00 to \$215,687.76)
 - Bellefaire Jewish Children's Bureau - \$84,667.00 (no change)

Motion to approve the Consent Agenda (Resolution Nos. 19-01-06 through 19-01-07). MOTION: E. Caraballo
 SECOND: K. Kern-Pilch / AYES: R. Blue, G. Boehm, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, K. Kern-Pilch,
 M. Rodas, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

7. PLANNING & OVERSIGHT (P&O) COMMITTEE REPORT

In the absence of P&O Committee Chair, Mrs. Kirkland, Dr. Step provided an update on the topics discussed at the 1/16/19 Planning & Oversight Committee Meeting as listed below:

- Ratification of the release of a Request for Proposal (RFP) to revamp the Mental Health Jail Liaison Program; the committee recommended this action as in Resolution 19-01-01.
- 2019 Faith-based Outreach Initiative Recommendations – As a result of the RFP Review, nine organizations are being recommended to participate in the program for CY2019. The providers will be required to use specific measurement tools as listed on the agenda process sheet attached to Resolution 19-01-02.
- The committee learned that Dr. Watson of Trinity Outreach Ministries—Another Chance of Ohio has as one of the program's objectives to produce a documentary about the various faith-based initiatives and their outcomes as an awareness component.
- CURES 1st Year Carryover funding from OhioMHAS was introduced and is recommended for approval.
- Policy Statement Renewals, listed on the agenda, were reviewed and are recommended for approval.
- Updates were provided regarding the Children's System and the QI/Data Analysis Update; details are included in the P&O Committee minutes.

- **RESOLUTION NO. 19-01-01**

RATIFICATION OF THE RELEASE OF A REQUEST FOR PROPOSAL (RFP) FOR A REVISED MENTAL HEALTH JAIL LIAISON PROGRAM

Motion to approve the Resolution No. 19-01-01. MOTION: K. Kern-Pilch / SECOND: R. Blue / AYES: R. Blue, G. Boehm,
 E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, K. Kern-Pilch, M. Rodas, S. Rosenbaum, H. Snider, M. Step
 NAYS: None / ABSTAIN: None / **Motion passed.**

POLICY STATEMENT RENEWALS:

Given no further discussion regarding the policy statement renewals proposed, a call for a motion was entertained.

- A. EDUCATION ABOUT FALSE CLAIMS RECOVERY**
- B. HIPAA SECURITY REGULATIONS COMPLIANCE POLICY**
- C. NON-DISCRIMINATION AND CULTURAL COMPETENCE POLICY**
- D. CONTINUED COMMITMENT AS OUTPATIENT POLICY**

Ms. Rosenbaum suggested the Education about False Claims Recovery policy statement might be a good idea for providers to adopt. Mr. Garrity, Dir. of Risk Management, noted that this may be something to consider including in future provider contracts.

Motion to approve the renewal of Policy Statements labeled A through D above. MOTION: R. Fowler / SECOND: R. Blue
 AYES: R. Blue, G. Boehm, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, K. Kern-Pilch, M. Rodas, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

8. CHIEF EXECUTIVE OFFICER'S REPORT

- **Staff Update**

- Leshia Yarbrough-Franklin, previously the Board's Clients Affairs Officer, has accepted the position of Adult Behavioral Health Specialist 1 for the Board.
- Jessica M. Torres, previously serving as the Board's Data Quality Analyst, is now the Project Manager for the Opiate Data Analysis Sharing and Integration Initiative.
- Madison Scagnetti, the Americorps VISTA member serving with the Board, has accepted the position as the new External Affairs Officer.
- Jessica Saker has been hired as our new Network & Systems Specialist and started to work at the Board on 2/04/19.
- Tonya Birney, Behavioral Health Prevention Specialist, and Maggie Spellman, Children's Behavioral Health Specialist, have resigned for the Board; we wish them well in their new endeavors.
- Michelle Myers, Adult Behavioral Specialist II, retired at the end of January after working at the Board for over 20 years; we wish to acknowledge her work on behalf of clients and wish her well in her retirement.
- Special recognition was given to Tami Fischer, Chief Administrative Officer, for all of her efforts connected with the Board's interview process.

- **Opiate Lawsuit**

Mr. Osiecki reported on his extensive deposition experience that lasted 8 hours on 1/18/19. He noted that the pharmaceutical companies are now asking agency providers to supply information back to 2004. The Board has also been asked to provide data regarding mental health billings and is working to gather the information requested.

- **OACBHA Legislative Day**

Mr. Osiecki reported that he, along with Board staff, Beth Zietlow-DeJesus and Madison Scagnetti, attended the OACBHA Legislative Day in Columbus on January 29th where they were able to meet the new Governor, the new people in charge at the Ohio Department of Mental Health & Addiction Services and many new legislators. Since there are so many new state legislators, Mr. Osiecki stated that the "Meet Your Legislator" sessions at the ADAMHS Board Offices will soon begin.

- **Progressive Senior Leadership Program Partners Presentation**

On January 24th & 25th, a Senior Leadership Development Team from Progressive Insurance Company came to the ADAMHS Board to work on two complicated county behavioral health system-wide issues: (1) workforce development/talent acquisition and retention and (2) the quantity and quality of housing for adult clients with mental illness--by interviewing staff and presenting possible recommendations. This arrangement was made possible by a partnership with the Business Volunteers Unlimited.

- **CY2019 Contracts**

Mr. Osiecki reported that the CY2019 contracts were sent out using DocuSign and electronic signatures. There have been some questions received from providers. Chief Financial Officer, Felicia Harrison, sent out a memo describing the billing process going forward.

To assist agencies in the transition process from SHARES to GOSH, we decided that the one-twelfth funding provided for CY2018 is grant funding. There will not be a reconciliation process for CY2018 claims and billing.

One agency that did not agree with its allocation for CY19 contacted the County Administration. The representative from the County was asked to inform the provider that the Board has an official Appeal of Board Decision policy process.

- **Addiction Recovery Advocacy Meeting**

Another Addiction Recovery Advocacy Meeting was held on Monday, January 14, 2019; it was a great event with valuable information shared. A description of the agenda and presenters is highlighted on page 2 of the January 30th newsletter.

9. OLD/NEW BUSINESS

- Rev. Gohlstin commended staff on the fabulous Annual Client Holiday Party held at the Cleveland Airport Marriott.

10. AUDIENCE INPUT

- Ms. Lu thanked Board of Directors for the attention to the issue of dental and podiatry needs for people who are homeless; she felt that the connection to these services will help people on their road to recovery.

There being no further business, the meeting adjourned at 5:45 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by:

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