

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

**GENERAL MEETING MINUTES
NOVEMBER 20, 2019**

ADAMHS BOARD OF DIRECTORS PRESENT:

Rev. Benjamin F. Gohlstin, Sr.	Patricia James-Stewart, M.Ed., LSW
Reginald C. Blue, Ph.D.	Katie Kern-Pilch, ATR-BC, LPC-S
Crystal L. Bryant, Esq., MS, LSW	Steve Killpack, MS
Elsie Caraballo	Max M. Rodas, MA
J. Robert Fowler, Ph.D.	Harvey A. Snider, Esq.
Gwendolyn A. Howard, LSW, MSSA	Mary M. Step, Ph.D.

Megan Van Voorhis

ABSENT: Gregory X. Boehm, M.D., Erskine Cade, MBA, Sharon Rosenbaum, MBA

BOARD STAFF PRESENT: Scott Osiecki, Chief Executive Officer, Carole Ballard, Curtis Couch, Erin DiVincenzo, Tami Fischer, Cheryl Fratalone, Carmen Gandarilla, Madison Greenspan, Felicia Harrison, Esther Hazlett, Myra Henderson, Leslie Koblentz, Linda Lamp, Starlette Sizemore-Rice, Larry Smith, Lavedia Smith, 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. OATH OF OFFICE

Mr. Mark R. Musson, Assistant Prosecuting Attorney – Civil Division, from the Office of Cuyahoga County Prosecutor Michael C. O'Malley, administered the Oath of Office to Ms. Patricia James-Stewart and Ms. Megan Van Voorhis.

3. APPROVAL OF MINUTES - The minutes from the October 30, 2019 General Meeting were approved as submitted.

4. RECOGNITION OF CLIENT ARTWORK DISPLAY – NOVEMBER 2019

Ms. Madison Greenspan, External Affairs Officer, highlighted the work produced by Art Helps and Heals (AHH!) Art Therapy Program of the Far West Center. She introduced the artist in attendance, Angelica, who was awarded a Certificate of Participation for her impressive artwork. Angelica thanked the ADAMHS Board for the opportunity to participate in the November, 2019 client artwork display.

5. CHAIR'S REPORT

Rev. Gohlstin commented on the wonderful Annual Training/Retreat held on Saturday, November 16, 2019, that included presentations by Mr. Delante Spencer Thomas, Cuyahoga County Deputy Inspector General; Mr. Mark Griffin, Cuyahoga County Inspector General; and Dr. Gwendolyn Jarvis, Certified Parliamentarian. The goal of the training was to further instruct Board members on ethics, interpreting financial reports and parliamentary procedures. Rev Gohlstin noted that in the past Board Trainings/Retreats transpired during August when Board meetings are not scheduled, and is recommending that future Board of Directors Trainings/Retreats transpire at that time.

Due to the level of work involved with Board meeting preparation and the time commitment of Board members, Rev. Gohlstin reported that he is considering changing the established Board meeting cycle. He indicated that this change would include the establishment of monthly Committee of the Whole meetings. However, he noted that the Executive Committee structure should be kept intact; thus committees would meet on a quarterly basis. Board members commented that they would like to see the current structure remain the same.

6. COMMUNITY RELATIONS & ADVOCACY COMMITTEE REPORT

Committee Chair, Harvey Snider, reported on the Community Relations & Advocacy Committee meeting, held on November 6, 2019, addressed the following topics:

- Legislative updates – provided by Mr. Scott Osiecki, Chief Executive Officer, and Ms. Beth Zietlow-DeJesus, Director of External Affairs
Updates: STRONG Ohio, House Bill (HB) 354, Substitute Senate Bill 58, HB 123
- Roads to Recovery Wrap-up – provided by Ms. Carole Ballard, Director of Training and Education, and Ms. Zietlow-DeJesus
- Training Institute update – provided by Ms. Ballard
- Census 2020 – provided by Ms. Madison Greenspan, External Affairs Officer
- Advocacy Action Agenda – 2019 review and 2020 draft – recommended for approval and included in the Agenda
- 2020 Annual Meeting – scheduled for Monday, May 18, 2020
- Social Media and Media Tracking Reports

7. COMMITTEE OF THE WHOLE REPORT

Rev. Gohlstin reported that a Committee of the Whole meeting was held on November 13, 2019, at 4:00 p.m. He reported that the ADAMHS Board of Cuyahoga County holds its Annual Meeting Brunch and Awards Ceremony every year. Historically, this event alternates from an east side venue to a west side venue each year. Brief discussion ensued and committee members determined that the Cleveland Marriott East located at 26300 Harvard Road, Warrensville Heights, Ohio 44122 was the preferred location to host the 2020 Annual Meeting.

Motion to recommend approval to hold the ADAMHS Board of Cuyahoga County's Annual Meeting Brunch and Award Ceremony on Monday, May 18, 2020, and enter into an Operational Contract with Cleveland Marriott East, 26300 Harvard Road, Warrensville Heights, Ohio 44122. MOTION: R. Blue / SECOND: H. Snider / AYES: R. Blue, C. Bryant, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Killpack, M. Rodas, H. Snider, M. Step, M. Van Voorhis / NAYS: None / **Motion passed.**

Rev. Gohlstin reported that the ADAMHS Board's Bylaws should mandate that all Board meetings utilize Roberts Rules of Order, which is the standard for facilitating discussion and group decision-making. He noted that when Roberts Rules of Order are utilized, meetings are more fluid, transparent and provide structure.

Motion to recommend approval to mandate that all ADAMHS Board committee meetings utilize Roberts Rules of Order. MOTION: R. Fowler / SECOND: R. Blue / AYES: R. Blue, C. Bryant, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Killpack, M. Rodas, H. Snider, M. Step, M. Van Voorhis / NAYS: None / **Motion passed.**

Rev. Gohlstin encouraged Board members to complete the ADAMHS Board Self Evaluation. He indicated that this self-evaluation contains statements referring to the ADAMHS Board of Directors' roles and responsibilities; and that all responses are considered confidential and will be viewed only in the aggregate.

Rev. Gohlstin reported that Ohio Revised Code (ORC) states that Board members must be physically present at Board meetings in order to participate and vote.

• RESOLUTION NO. 19-11-01

APPROVAL OF 2020 ADVOCACY ACTION AGENDA

Ms. Zietlow-DeJesus explained the steps involved in formulating the 2020 Action Advocacy Agenda. Identified staff have taken an initial look at potential 2020 goals. The recommended goals were brought first before the Community Relations & Advocacy Committee for feedback and suggestions. These goals were then reviewed by the Committee of the Whole for additional input and then to the full Board of consideration and approval. Seven new goals were introduced and identified on the draft. Discussion followed. The approved 2020 Advocacy Action Agenda will be posted on the Board's website and shared with Legislators.

Motion to approve Resolution No. 19-11-01. MOTION: R. Blue / SECOND: K. Kern-Pilch / AYES: R. Blue, C. Bryant, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Killpack, M. Rodas, H. Snider, M. Step, M. Van Voorhis / NAYS: None / **Motion passed.**

Rev. Gohlstin reported that Dr. Mary Step has decided to resign from her position as Board member; effective November 27, 2019. Dr. Step stated that she has particularly enjoyed her tenure on the Planning and Oversight committee and noted that her fellow Board members are admirably committed to providing compassionate care and support to people in need within Cuyahoga County. In addition to Dr. Step's resignation, Ms. Cash-Kirkland resigned from her position as a Board member effective October 31, 2019.

CONSENT AGENDA: Resolution Nos. 19-11-02 through 19-11-05

Ms. Felicia Harrison, Chief Financial Officer, highlighted the Vouchers, Contracts and Amendments as listed below.

• **RESOLUTION NO. 19-11-02 – ACCEPTING THE REPORT OF THE CEO ON EXPENDITURES AND VOUCHERS PROCESSED FOR PAYMENT DURING OCTOBER 2019**

Ms. Felicia Harrison, Chief Financial Officer, reported that for the first 10 months of 2019 the Board has spent a total of \$3,883,909.00 that is roughly 68.37% of the total Administrative budget.

In October, the Board received revenues of \$2,658,336.00, bringing our total revenue to \$59,738,500.00 which is approximately 98% of our anticipated revenue for the year as a result of receiving our total County allocation in January 2019. Expenditures for October were \$6,391,888.00 bringing our total expenses for the first 10 months to \$44,624,432.00 that is 69.82% of our anticipated expenditures for the calendar year

• **RESOLUTION NO. 19-11-03 – APPROVAL OF COMPUTER TECHNOLOGY REFRESH**

Ms. Harrison reported that the Board would like to purchase 55 new desktop PCs and 73 monitors for staff; two standing desk monitor mounts and a large format, interactive display panel for presentations and trainings conducted in the Ohio Room.

• **RESOLUTION NO. 19-11-04 – APPROVAL AND RATIFICATION OF CONTRACTS:**

1. Accepting Corrections Planning Board Funding for a Pilot Mental Health Housing Initiative for Justice Involved Clients - \$1,220,473.50
 - FrontLine Service - \$823,219.50
 - Emerald Development and Economic Network, Inc. (EDEN, Inc.) - \$397,254.00
2. State Opioid Response (SOR) – High Risk Families Grant - \$953,852.42
 - Catholic Charities - \$375,764.00
 - Department of Children and Family Services - \$1,480.00
 - Mommy and Me, Too! - \$469,376.22
 - Hitchcock Center for Women - \$72,877.20
 - Signature Health - \$34,355.00
3. SOR – Minority Communities Grant - \$965,000.00
 - Cleveland Treatment Center - \$331,600.00
 - Cleveland UMADAOP - \$239,948.00
 - Hispanic UMADAOP - \$94,748.00
 - Hitchcock Center for Women - \$21,174.00
 - Signature Health - \$277,530.00
4. SOR Grant Year 2 Funding - \$2,773,729.46
 - MetroHealth Medical Center - \$647,649.00
 - Briermost Foundation - \$178,338.00
 - Northern Ohio Recovery Association (NORA) Housing - \$180,000.00
 - Woodrow Project (Housing) - \$164,937.60
 - I'm In Transition - \$156,662.39
 - Mommy and Me, Too! - \$359,939.02
 - Lifeworks - \$180,134.85
 - Thrive - \$158,341.00
 - Ascent - \$142,274.40

- Woodrow (QRT) - \$70,575.00
 - Northern Ohio Recovery Association (NORA) (Peer Support) - \$141,600.00
 - Point of Freedom Peer Support - \$393,278.20
 - 5. The Metanoia Project - \$25,000.00
 - 6. Security Services Contract
 - Willo Security - \$19.95 hourly rate - Annual Estimate for CY2020 - \$145,635.00
 - 7. Substance Abuse and Mental Health Services Association (SAMSHA) Assisted Outpatient Treatment (AOT) Program – Supplemental Technical Assistance Funding - \$25,000.00
 - 8. ADAMHS Board of Cuyahoga County Annual Meeting – Monday, May 18, 2020
 - Cleveland Marriott East, 26300 Harvard Road, Warrensville Heights - Not to exceed \$15,000.00
 - 9. Sponsorship:
 - VoiceltRadio's Turkey Jam Free Holiday Concert (Friday, November 29, 2019, 7:00 P.M. – 12:00 A.M. at the NEO Sports Plant) - \$500.00
- **RESOLUTION NO. 19-11-05 – APPROVAL CONTRACT AMENDMENTS:**
1. Amendment to Resolution 18-11-08, Approval of CY 2019 Service Provider Contracts - Children's Crisis Beds - \$108,000.00
 - Applewood Centers, Inc. - \$78,000.00
 - Bellefaire Jewish Children's Bureau (JCB) - \$30,000.00
 2. Amendment to Resolution 18-11-08, Approval of CY2019 Service Provider Contracts - Lifeworks Behavioral Health Solutions - Not to Exceed \$4,000.00
 3. Amendment to Resolution 18-09-04 for Provision of Sober Living Housing Options - Decrease of \$75,000.00
 - a. Stella Maris
 - b. Cleveland Treatment Center (CTC)
 4. Amendment to Resolution 19-05-05 and 19-07-03, Northeast Ohio Collaborative: Withdrawal Management/Detoxification and Crisis Bed Expansion
 - Nord Center - \$53,911.11 - Extension
 - Windsor Laurelwood - \$72,380.50
 - Stella Maris - \$48,253.00

Motion to approve the Consent Agenda (Resolution Nos. 19-11-02 through 19-11-05). MOTION: M Step / SECOND: R. Blue / AYES: R. Blue, C. Bryant, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Killpack, M. Rodas, H. Snider, M. Step, M. Van Voorhis / NAYS: None / **Motion passed.**

[M. Rodas and M. Step left the meeting.]

**8. RESOLUTION NO. 19-11-06
APPROVAL OF AIDS FUNDING COLLABORATIVE (AFC) RENEWAL FUNDING**

Motion to approve Resolution No. 19-11-06. MOTION: S. Killpack / SECOND: R. Blue / AYES: R. Blue, C. Bryant, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Killpack, H. Snider, M. Van Voorhis / NAYS: None / **Motion passed.**

[M. Rodas and M. Step returned to the meeting.]

9. CY2020 BUDGET DISCUSSION

Mr. Scott Osiecki, Chief Executive Officer, reported that several inquiries were received from Board members based upon their review of the budget material and that questions were answered as they came in. Mr. Osiecki highlighted changes made to the updated pages distributed to Board members for their budget binders and summarized that when provider agency reductions were suggested, the reductions were based on current billing trends; however, when provider agency reviews transpire at the six month mark and if billing trends increase, adjustments may occur.

- **RESOLUTION NO. 19-11-07**
APPROVAL OF CALENDAR YEAR 2020 ADAMHS BOARD OPERATIONAL BUDGET

Motion to approve Resolution No. 19-11-07. MOTION: R. Blue / SECOND: H. Snider / AYES: R. Blue, C. Bryant, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Killpack, M. Rodas, H. Snider, M. Step, M. Van Voorhis / NAYS: None / **Motion passed.**

- **RESOLUTION NO. 19-11-08**
APPROVAL OF CALENDAR YEAR 2020 SERVICE PROVIDER CONTRACTS

Motion to approve Resolution No. 19-11-08. MOTION: R. Blue / SECOND: H. Snider / AYES: R. Blue, C. Bryant, E. Caraballo, R. Fowler, B. Gohlstin, G. Howard, P. James-Stewart, K. Kern-Pilch, S. Killpack, M. Rodas, H. Snider, M. Step, M. Van Voorhis / NAYS: None / **Motion passed.**

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

- **Staff Update**

- Mr. Osiecki reported that on Monday, November 4, 2019 Board staff officially welcomed Ms. Kelli Perk to the ADAMHS Board as its new Director of Risk Management. Ms. Perk was previously employed at the Cuyahoga County Prosecutors Office.
- Mr. Demetrius Finney has been hired as a Claims & Membership Specialist and will begin his employment with the Board on Monday, December 2, 2019. (Update: Mr. Finney decided not to accept the position.)
- Second interviews for the Residential Specialist position are scheduled for Tuesday, November 26, 2019.

- **Ohio Association of County Behavioral Health Authorities (OACBHA) and Ohio Department of Mental Health and Addiction Services (OhioMHAS) 2019 Crisis Academy**

- Mr. Osiecki noted that Ms. Maggie Tolbert, Assistant Chief Clinical Officer; Mr. Larry Smith, Jr., Director of Programs; two representatives from the community and himself attended the 2019 Crisis Services Academy on Monday, October 28, 2019 in Columbus, Ohio. He stated that additional funding is available for crisis infrastructure. Experts from around the country spoke to attendees on crisis services to gain insight and ideas as to how to utilize this funding for infrastructure in Ohio.

- **OhioMHAS Board Director and Senior Staff Training**

- Mr. Osiecki reported that Ms. Tolbert; Ms. Harrison; Ms. Tami Fischer, Chief Administrative Officer; and himself attended an OhioMHAS Board Director and Senior Training on Thursday, November 14, 2019, in Columbus. He noted that OhioMHAS held a similar training a couple of years ago for New Directors and Emerging Leaders; however, since they have had a number of new directors start since then and have a new administration, they thought it would be helpful to conduct another training for all Directors.

- **Independent Peer Reviews Update**

- Mr. Osiecki reported that Resolution No. 19-09-05 – Approval and Ratification of Contracts was previously passed in September, 2019. This Resolution included a contract with Brown Consulting for an annual Alcohol and Other Drug (AOD) Independent Peer Review as required by OhioMHAS for the Federal Substance Abuse Prevention and Treatment (SAPT) Block Grant Funds: Residential Treatment Services. However, staff has been informed that Independent Peer Reviews are no longer required. As a result, the Board will not be contracting with Brown Consulting as previously thought.

- **Thrive Emergency Department (ED) Program Meeting**

- Mr. Osiecki reported that a Thrive ED Program meeting was held on Wednesday, November 13, 2019, to discuss the program as it relates to the opioid settlement. Participants included representatives from Thrive, University Hospitals, Cleveland Clinic Foundation, County Executive's office and Board staff.

- **St. Vincent Charity Medical Center**

- Mr. Osiecki reported that he and staff met with St. Vincent Charity Medical Center on Tuesday, October 29, 2019 regarding the opioid settlement funding for the expansion of their Partial Hospitalization Program (PHP) and their Intensive Outpatient Program (IOP), which is designed to provide short-term stabilization and resolution of immediate mental health problem areas. This program is designed for clients who want to continue working and attending to their daily lives but need a degree of supportive treatment.

- **Stella Maris**

- Mr. Osiecki reported that he and staff met with Stella Maris on Wednesday, November 13, 2019, to discuss the rollout of the programming associated with the opioid settlement as it relates to their expansion of residential treatment beds by 36.

Mr. Osiecki noted that the Board has not received the opioid settlement funding yet. The County is continuing their efforts to determine a means of collecting the metrics associated with this funding.

- **Additional Funding**

- Mr. Osiecki was informed that the ADAMHS Board was recommended to receive from Cuyahoga County Council an additional \$1 million to the Board's base funding from the Health and Human Services Levy, which is the first time the Board has received an increase in base funding since 2014. There was also a commitment from Council that an additional \$5 million will be added to the Board's base budget once the Health and Human Services Levy passes.

11. NEW BUSINESS

- Rev. Gohlstin noted that based upon Ms. Eugenia Cash-Kirkland's resignation from the ADAMHS Board; effective October 31, 2019, an officer vacancy has occurred. As a result, Dr. J. Robert Fowler has assumed the duties of Vice Chair; and Ms. Katie Kern-Pilch has been elected Second Vice Chair.
- On behalf of the ADAMHS Board, Rev. Gohlstin commended Ms. Cash-Kirkland and Dr. Step for their dedication and commitment as Board members; and in the absence of Ms. Cash-Kirkland, presented Dr. Step with a plaque for her service to the Board.

12. AUDIENCE INPUT

- Lou expressed appreciation for the Board's support relative to the Client Wellness event, "Traveling the Road to Wellness", which was held on Monday, July 22, 2019, at the Cleveland Marriott Airport.
- Mr. Osiecki thanked Lou for attending the Board's budget presentation to Cuyahoga County Council on Thursday, October 17, 2019.
- Mr. Jeff Lox, Executive Director of Bellefaire Jewish Children's Bureau (JCB), also expressed his appreciation to the Board and staff for continued funding for children's crisis beds for CY 19.

There being no further business, the meeting adjourned at 4:53 p.m.

Submitted by: *Linda Lamp, Executive Assistant*

Approved by:

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