

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY  
GENERAL MEETING MINUTES  
APRIL 25, 2018**

**ADAMHS BOARD OF DIRECTORS PRESENT:**

Reginald C. Blue, Ph.D.	Max M. Rodas, MA
Elsie Caraballo	Sharon Rosenbaum, MBA
J. Robert Fowler, Ph.D.	Hugh B. Shannon
Cassi Handler	Harvey A. Snider, Esq.
Pythias D. Jones, M.D.	Mary M. Step, Ph.D.
Steve Killpack, MS	Ericka L. Thoms

**ABSENT:** Eugenia Kirkland, LSW, MSSA, CDCA, Rev. Benjamin F. Gohlstin, Sr., Katie Kern-Pilch, ATR-BC, LPC-S

**ADAMHS BOARD STAFF PRESENT:** Scott Osiecki, Chief Executive Officer, Carole Ballard, Tami Fischer, Cheryl Fratalone, Carol Krajewski, Cassandra Richardson, Farid Sabet, M.D., Starlette Sizemore-Rice, Maggie Tolbert

**1. CALL TO ORDER / AUDIENCE INPUT**

Board Vice Chair, J. Robert Fowler, Ph.D., called the General Meeting to order at 4:00 p.m. and solicited audience input regarding items scheduled on the agenda.

Dr. Fowler recognized Fredy Robles, MA, LICDC, Chief Program Officer/Catholic Charities, who was invited to read into the record a resolution passed by the Catholic Charities Diocese of Cleveland on April 23, 2018, entitled, "Resolution in Support of Issue 9, the Cuyahoga County Health & Human Services Renewal Levy". Mr. Robles noted that the Diocese also plans to send an e-mail in support of Issue 9 to its 800 staff members. (A copy of the resolution is attached to the original minutes stored in the Executive Unit.)

**2. APPROVAL OF MINUTES** - The March 28, 2018 General Meeting minutes were approved as submitted.

**3. CHAIR'S REPORT**

Dr. Fowler suggested sending a letter of appreciation to Catholic Charities for their proactive support of the Health & Human Service Levy Renewal. He also reminded Board members about the Annual Meeting scheduled for Monday, May 14<sup>th</sup> at 8:30 a.m. at the LaCentre Conference Center in Westlake.

**4. FAITH-BASED OUTREACH COMMITTEE REPORT**

Rev. Max Rodas, Faith-based Outreach Committee Chair, reported on the committee meeting held on 4/04/18.

- The 2017 Faith-based Year-end Report was reviewed by Ms. Starlette Sizemore-Rice. A sponsorship for the Coalition for a Better Life was recommended to the Finance & Operations Committee and is a part of the Consent Agenda.
- Marsha Blank, of NAMI Greater Cleveland, a faith-based program provider, elaborated on the accomplishments and challenges of the program.
- Efforts have been made to plan a visit to Franklin County to gain and share information about faith-based initiatives; the date of this trip is Monday, April 30<sup>th</sup>.
- On April 23<sup>rd</sup>, committee members participated on a WERE 1490 AM radio program: The People, The Issues, The Community.

**5. PLANNING & OVERSIGHT (P&O) COMMITTEE REPORT**

J. Robert Fowler, Ph.D., Planning & Oversight Committee Chair, reported on the proceedings of the April 11, 2018 P&O Committee meeting. Dr. Fowler provided a thorough summary regarding the topics listed below.

- Introduction of Maggie Tolbert, RN, C, Assistant Chief Clinical Officer
- Request for Year 2 of CURES Funded Programs – Mr. Doud used a power point presentation to illustrate total CURES funding for 2017 and the funds anticipated for 2018: \$1.375 million to be spread over 11 programs.
- An update was provided on recent and continuing efforts to tackle the Opioid Crisis.
- Community-based Substance Use Disorder (SUD) Residential Treatment Program & Federal IMD Exclusion.
- Crisis Redesign - P&O Committee voted to recommend entering into a contract for a Lean Six Sigma Kaizen Event.

- Residential Assistance Program Discussion – presentations were made by Michael Doud, Director of Adult Behavioral Health Programs, and Terry Russell, Ohio NAMI Executive Director. Following the discussion, Dr. Fowler acknowledged his intention to look further into the matter with Board staff.

## **6. SPECIAL MEETING REPORT**

Dr. Fowler reported that notice of a public Special Meeting for 4/18/18 at 2:00 p.m. was made for the purpose of a follow-up review and discussion regarding the Board's Residential Assistance Program (RAP). The meeting, attended by several Board of Directors and Board staff, addressed issues addressed by Mr. Terry Russell at the April 11<sup>th</sup> Planning & Oversight Committee Meeting.

Based upon the discussion and information shared, Dr. Fowler reported:

- Adult Care Facility (ACF) Operators were notified about 2018 RAP funding reductions.
- As individuals roll off the RAP program into the Residential State Supplement (RSS) program, there essentially is no cost saving realized.
- With regard to the request for additional or reallocated funding for the RAP program by Mr. Russell, the Board does not have uncommitted funds available unless it would take funding from other mental health programs.

Dr. Fowler noted that although the Board of Directors empathizes with those affected by the current level of RAP funding, it must maintain its current RAP funding levels. Mr. Snider commended Board members for the inviting Mr. Russell to present his concerns and for the extra steps taken to follow-up, consider the various issues involved and to make a determination. Mr. Osiecki noted that Mr. Russell will receive a letter notifying him of the Board's decision with the thinking that this issue will be included in the upcoming priority decision-making process.

## **7. NOMINATING COMMITTEE REPORT**

Dr. Reginald C. Blue, Nominating Committee Chair, reported on the 4/18/18 Nominating Committee meeting. Two major tasks include:

- 1) The committee's responsibility to prepare, recommend and nominate candidates for Board Officers for a 2-year term, FY2019-FY2020 to the full Board at the May General Meeting; and,
- 2) Review and consider potential candidates for Board of Director vacant appointment seats.

A memo will be sent out soon to all Board members inviting them to consider indicating their leadership interest in serving as a Board Officer. The deadline of Friday, May 4, 2018, has been set for submitting a form of intent to the ADAMHS Board offices.

According to ADAMHS Board Bylaws, the Nominating Committee's charge is to announce the recommended Slate of Officers for a two-year term at the May General Meeting scheduled for May 23, 2018; he added that this will be the only opportunity, per the Bylaws, to receive nominations from the floor. As our current Board Chair has fulfilled two terms of office, 4 years, Dr. Blue reported that she is not eligible to serve another term as Chairperson. The election of Board Officers will take place at the June 27<sup>th</sup> General Meeting.

## **8. FINANCE & OPERATIONS COMMITTEE REPORT**

On behalf of Rev. Gohlstin, Dr. Fowler presented the Consent Agenda as recommended by the Finance & Operations Committee at its meeting held on 03/21/18.

### **CONSENT AGENDA** - (Resolution Nos. 18-04-01 through 18-04-05)

- **RESOLUTION (RES.) NO. 18-04-01 - ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER ON EXPENDITURES AND VOUCHERS PROCESSED FOR PAYMENT DURING MARCH 2018**
- **RESOLUTION NO. 18-04-02 – APPROVAL AND RATIFICATION OF INTERAGENCY AGREEMENTS: (\*Pass-Thru)**
  1. US DHHS Substance Abuse and Mental Health Services Administration (SAMHSA) Center for Mental Health Services (CMHS) – Cuyahoga County Assisted Outpatient Treatment (AOT) Grant - \$185,688.00 Increase

2. \*Ohio Mental Health and Addiction Services (OhioMHAS) - Psychotropic Drug Reimbursement Grant Funds - \$7,266.30 (Contractor: Cuyahoga County Sheriff's Department)
  3. \*State of Ohio CCA-407 Funding from Cuyahoga County Common Pleas Court/Corrections Planning Board (CCPB) for Residential Services for Men who are Dually Diagnosed; Funding not to exceed \$160,000.00. (Contractor: Catholic Charities/Matt Talbot)
  4. \*Cuyahoga County Common Pleas Court/Corrections Planning Board (CCPB) – Residential Treatment Services for Offenders Supervised by the Adult Probation Department; Funding not to exceed \$500,000.00. (Contractors: Catholic Charities/Matt Talbot, Community Assessment & Treatment Services, (CATS) ORCA House)
- **RESOLUTION NO. 18-04-03 - APPROVAL AND RATIFICATION OF SERVICE PROVIDER CONTRACTS:**
    1. OhioMHAS Funds - Psychotropic Drug Reimbursement Grant Funds
      - Cuyahoga County Sheriff's Department - \$7,266.30
    2. State of Ohio CCA-407 Funding from Cuyahoga County Common Pleas Court/Corrections Planning Board (CCPB) for Residential Services for Men who are Dually Diagnosed
      - Catholic Charities/Matt Talbot - Funds not to exceed \$160,000.00
    3. Cuyahoga County Common Pleas Court/Corrections Planning Board (CCPB) – Residential Treatment Services – (pooled funds; not to exceed \$500,000.00)
      - Catholic Charities/Matt Talbot
      - Community Assessment & Treatment Services
      - ORCA House

**Amendments:**

1. US DHHS Substance Abuse and Mental Health Services Administration (SAMHSA) Center for Mental Health Services (CMHS) – Cuyahoga County Assisted Outpatient Treatment (AOT) Grant - \$185,688.00 Increase
  2. Amendment to Resolution No. 18-02-04 to Rescind and Redefine CURES Act Funding totaling \$236,000.00
    - Cleveland Treatment Center - \$200,000.00 - Rescind
    - Moore Counseling & Mediation Services, Inc. - \$36,000.00 - Redefine
  3. Amendment to Resolution No. 17-11-06, Approval of CY2018 Service Provider Contracts - \$25,000.00 Increase
    - Living Miracles - \$12,500.00
    - & Future Directions - \$12,500.00
- **RESOLUTION NO. 18-04-04 - APPROVAL AND RATIFICATION OF OPERATIONAL AGREEMENTS:**
    1. Sponsorship: 2018 International Urban, Peace, Justice and Empowerment Summit on June 21-24, 2018
      - Coalition for a Better Life, Inc. dba Peace in the Hood, International Council of Urban Peace, Justice and Empowerment and Arts4Peace - \$1,000.00
    2. ADAMHS Board Staff Retreat – Monday, May 7, 2018 - Total Not to Exceed - \$7,000.00
      - Marriott Cleveland Airport – Not to Exceed \$3,000.00
      - Steve Brubaker, Customer Care Partners - \$1,500.00
      - RAMA Consulting Group – \$2,500.00
    3. Donation: Mental Health Awareness Month
      - Cuyahoga Valley Career Center (CCVCC) - \$800.00 donation
  - **RESOLUTION NO. 18-04-05 - APPROVAL OF PERSONAL SERVICE AGREEMENT:**
    1. Facilitator for Lean Six Sigma Kaizen 5-Day Event
      - Regina M. Lurry, MCJ, State JDAI (Juvenile Detention Alternative Initiative) Administrator & Lean Six Sigma Black Belt - \$6,750.00

**Motion to approve the Consent Agenda (Resolution Nos. 18-04-01 through 18-04-05).**

MOTION: R. Blue / SECOND: C. Handler / AYES: R. Blue, E. Caraballo, R. Fowler, C. Handler, P. Jones, M. Rodas, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

## 9. CHIEF EXECUTIVE OFFICER'S REPORT

- **Issue 9 Campaign Update**

Beth Zietlow-DeJesus, Director of External Affairs, has attended weekly County campaign meetings on the Issue 9 campaign. To date, 23,000 mail-in ballots have been received. The ADAMHS Board is hosting phone banks from 4:30 pm to 6:30 pm on Mondays through Thursdays. Close to 3,000 calls have been made from our office and 4,000 calls at phone banks hosted by provider agencies. The ADAMHS Board also hosted a Stakeholder's Breakfast. The Board has received its 3<sup>rd</sup> delivery of Issue 9 signs and is regularly posting messages on social media.

- **ADAMHS Board Sponsored Events Participation**

Ms. Zietlow-DeJesus distributed copies of a memo to Board members enumerating several upcoming community events. She encouraged Board member's participation as a way to display a strong commitment to our community and asked that Board members indicate which events they would like to attend:

- **Women's Recovery Center, Miracles of Recovery Breakfast:** Thursday, May 3, 2018, from 7:30-9:30 am, Stillwater Place, Cleveland MetroParks Zoo
- **NAMI Greater Cleveland Annual Meeting:** Thursday, May 10, 2018, from 11:30 am – 1:30 pm, Holiday Inn Independence.
- **ADAMHS Board Annual Meeting:** Monday, May 14, 2018 from 9:00 am –to noon, LaCentre in Westlake
- **EDEN's Annual Fundraising Gala: A Rent Party:** Saturday, June 2, 2018 from 6 pm – 10 pm, Sachsenheim Hall Grand Ballroom, Dennison & W. 65<sup>th</sup> Street.
- **Shatterproof: Rise Up Against Addictions 5K Run/Walk:** Sunday, June 3, 2018 - Program: 7:30 am; Walk/Run begins at 8:00 am.; this event can be shared to raise additional donations for Addiction Recovery.
- **Forum: The State of Behavioral Health in Ohio,** sponsored by the DAMHS Board, Woodruff Foundation, Pet's Foundation (formerly the Margaret Clark Morgan Foundation) and the City Club: Friday, June 29, 2018 from Noon to 1:30 pm at the City Club of Cleveland.

- **ADAMHS Board Staff Update – Mr. Osiecki**

- Carole Ballard has been promoted to the position of Director of Training & Education.
- Beth Zietlow-DeJesus has been announced as the Director of External Affairs.
- Lakecia Wild, who served as a front desk assistant has accepted a position with Recovery Resources.
- Laura Grossi, a transitional employee/Magnolia Clubhouse, will join us soon to help cover the front desk.
- Our new Chief Financial Officer, Felicia Harrison, will be joining our staff on Monday, April 30<sup>th</sup>.
- Today is our last Board meeting with Cassandra Richardson, Interim CFO; she will stay on for one more week to help orient Ms. Harrison to the responsibilities of the position.

On behalf of the Board of Directors, Dr. Fowler thanked Ms. Richardson for coming out of retirement to help the ADAMHS Board for the past four months. Ms. Richardson acknowledged that she enjoyed her brief return but looks forward to getting back to her retirement.

- **Behavioral Health & Human Services Career Fair**

Tami Fischer, Director of Administrative Services, reported that the ADAMHS Board is once again hosting the Behavioral Health & Human Services Career Fair on Monday, May 21, 2018 from 10 am – 2 pm at the Cleveland Airport Marriott Hotel. Tables have been reserved by 35 providers. The event will promote the agencies and the employment possibilities.

Ms. Ballard and Ms. Fischer plan to work together to contact colleges and universities in an effort to promote the career opportunities in Social Work and Behavioral Health Sciences. Ms. Vicki Roemer represented the Board at Kent State University at a Public Health Career Fair and promoted several of the current vacancies at provider agencies.

- **Update on Hiring Process**

Ms. Fischer reported that Board staff has been busy conducting interviews. She along with Cassandra Richardson interviewed applicants for the Network & Systems Specialist position the past two Saturdays. The second round of interviews will be conducted by Mr. Osiecki, Ms. Harrison and Ms. Fischer; an offer to a candidate will be made soon.

Interviews are being scheduled for the vacant Administrative Assistant position as well as for the Clinical Review Specialist. Several internal staff applied for the External Affairs Officer position. Numerous resumes have been received for the interim Claims & Membership position.

- **Priority Setting**

- The Board's Management Team has been meeting weekly to address the topic of Priority Setting.
- An All Staff Retreat has been scheduled for Monday, May 7<sup>th</sup>. A portion of the day will be led by a motivational speaker who will address the impact your daily attitude plays on your work experience/life. The remainder of the retreat will be led by Mo Wright to give an overview of our Strategic Plan and provide an opportunity for staff to provide input on priorities going forward.
- A focus exercise on Priorities was held at a recent All Provider Meeting; participant's input was recorded.
- The intent is to include the topic of Priority Setting on each Board of Director Committee meeting during the month of May. Dr. Fowler suggested that other members might be asked to attend meetings other than their assigned committee especially for members of the Faith-based Outreach Committee as it is not scheduled to meet in May.
- Mr. Osiecki noted that webinars will be used to obtain input from the community as well as the survey monkey instrument.

#### **10. AUDIENCE INPUT**

- Jeremy Koosed, an advocate for healthy living, noted that this month is Autism Awareness Month and shared information about the legislation currently being reviewed regarding pesticides and his stance regarding its implications.

#### **11. OLD/NEW BUSINESS**

- Due to scheduling issues, Dr. Blue asked if any other Nominating Committee members might be available to join Dr. Jones in interviewing potential Board member candidates on Thursday morning, 4/26/18 at 10:00 a.m. Dr. Step and Sharon Rosenbaum volunteered to assist.
- Mr. Snider shared a recent announcement that the County Executive received a check resulting from business and personal bank accounts that were untouched for over a 5-year time period amounting to a \$7.5 million gift to Cuyahoga County. Mr. Snider suggested that the ADAMHS Board consider requesting a share of these funds for needed services. Mr. Osiecki noted that Board staff has a meeting scheduled with Council President, Dan Brady, on 4/26/18, and will address this concept at that time.
- On Administrative Assistant's Day, Ms. Caraballo, on behalf of the Board of Directors, thanked Carol Krajewski for everything she does for the Board.

***There being no further business, the meeting adjourned at 5:00 p.m.***

***Submitted by: Carol Krajewski, Executive Specialist***

***Approved by:***

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***J. Robert Fowler, Ph.D., Board Vice Chair  
ADAMHS Board of Cuyahoga County***