

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY
GENERAL MEETING MINUTES
FEBRUARY 22, 2017**

ADAMHS BOARD OF DIRECTORS PRESENT:

Eugenia Cash, LSW, MSSA, CDCA, Chair	Steve Killpack, MS
Reginald C. Blue, Ph.D.	Harvey A. Snider, Esq.
Elsie Caraballo	Ericka L. Thoms
J. Robert Fowler, Ph.D.	Mary R. Warr, M.Ed.
Rev. Benjamin F. Gohlstin, Sr.	Anngela Williams

ABSENT: David E. Biegel, Ph.D., Cassi Handler, Pythias D. Jones, M.D.,
Charlotte Rerko, MSN, RN, BC, J. Richard Romaniuk, Ph.D.

ADAMHS BOARD STAFF PRESENT: Valeria Harper, Vice President of Operations, Katie Boland, Frank Brickner, Cheryl Fratalone, Myra Henderson, Carol Krajewski, Dave Lambert, Scott Osiecki, Starlette Sizemore-Rice, Maggie Spellman, Diane Taylor

1. CALL TO ORDER / AUDIENCE INPUT

Dr. Robert Fowler, Vice Chair, called the General Meeting to order at 4:00 p.m. and noted that he would be presiding over the meeting as Board Chair, Eugenia Cash was unavoidably detained. Additionally, Ms. Valeria Harper, Vice President of Operations, would be representing CEO William M. Denihan. The floor was opened for audience input on agenda items.

Brian Davis, Executive Director of Northeast Ohio Coalition for the Homeless (NEOCH), shared that information learned from individuals who are homeless at a recent Homeless Congress meeting identified that the situation for homeless persons who are mentally ill is extremely disturbing at both the Men's and Women's Homeless Shelters. Stories were shared about persons with mental illness being exploited, abused or traumatized or who may cause disturbances themselves or show signs of being suicidal. Mr. Davis confirmed that things are not working well at both shelters and advocated for a smaller facility with trained staff to help homeless individuals with mental illness. Dr. Fowler suggested that a meeting would be set up with CEO Denihan to address the issues identified.

2. APPROVAL OF MINUTES

The January 25, 2017 General Meeting minutes were approved as submitted.

3. RECOGNITION OF CLIENT ARTWORK DISPLAY – FEBRUARY 2017

Katie Boland, External Affairs Officer, reported that February's Artwork Program consists of two different displays featuring artwork by groups facilitated by Katie Kern-Pilch, MA, ATR-BC, LPC-S, who has worked for 31 years with MetroHealth Medical Center and also serves on the Planning & Oversight Committee, and by **Cynthia** who receives services from Murtis Taylor Human Services System. Cynthia shared the importance of art in her recovery journey and that she was honored to be asked to display her artwork for the very first time. A certificate of participation has been prepared for Cynthia for her artwork display.

4. CHAIR'S REPORT

Dr. Fowler, Vice Chair, tabled action on the proposed amendment to the Bylaws until the Board Chair arrives to fulfill the requirement of a 2/3's majority of the sitting Board membership.

5. PLANNING & OVERSIGHT (P&O) COMMITTEE MEETING

On behalf of Dr. Fowler, Steve Killpack, P&O Committee Vice Chair, reported that the committee met on 2/8/17. Ms. Harper elaborated on the various components of the Heroin Crisis Partnership; a dynamic discussion was held around the importance of prevention activities. At the 2/8/17 meeting, Dr. Fowler suggested that the P&O Committee might consider an ad hoc committee to specifically address the Heroin Epidemic.

The new Quick Response Protocol Pilot Program was introduced that will aim to help persons revived from a heroin/fentanyl overdose with Naloxone get into detox and treatment following stabilization. Two action items were reviewed and recommended to the Finance & Operations Committee: the Epilepsy Association: Time Project and the Day Treatment: Juvenile Court. The committee also received a status report on the Strategic Plan and an update regarding the recent issues with ORCA House facility.

6. FINANCE & OPERATIONS COMMITTEE REPORT

Ericka Thoms, Finance & Operations Committee Vice Chair, reported that total spending in the Administrative Budget through

January was \$484,452 which is slightly over budget as compared to the \$5.7 million annual budget and under budget in the line item, Salaries & Fringes. The Board is slightly over budget in Contracts & Professional Services as a second payment was made to RAMA Consulting in the amount of \$11,175 in accordance with contract requirements.

Total revenues for January were \$1.8 million; this represents only 2.8% of annual budget of \$63.4 million. The income statement will increase significantly in March when the Board should receive its 1st quarter of ADAMHS Levy funding and some additional federal reimbursements (1915A Waiver and SAPT funds).

Total expenses for January were \$6.0 million; of this amount \$3.1 million was spent on services rendered in Calendar Year 2015 services but paid in 2016. For the 2016 budget, the Board has spent \$55.8 million for Direct Services; this represents over 93% to date. No unusual activities related to Board properties; payments made were for utilities or on-going maintenance.

- **RESOLUTION NO. 17-02-01**
ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER ON EXPENDITURES AND VOUCHERS PROCESSED FOR PAYMENT DURING JANUARY 2017

Motion to approve Resolution No. 17-02-01. MOTION: B. Gohlstin / SECOND: H. Snider / AYES: R. Blue, E. Caraballo, B. Gohlstin, S. Killpack, H. Snider, E. Thoms, M. Warr, A. Williams / NAYS: None / ABSTAIN: None / **Motion passed.**

CONSENT AGENDA (Resolution Nos. 17-02-02 through 17-02-04)

- **RES. NO. 17-02-02: APPROVAL & RATIFICATION OF INTERAGENCY AGREEMENTS - *Pass Through Items**
 - *1. OhioMHAS American Society Addiction Medicine (ASAM) Criteria Skill Building Training - \$9,589.43
 - Moore Counseling & Mediation Services, Inc.
 - *2. OhioMHAS - Fiscal Agent for the Center for Health Affairs Trauma Informed Care Training - \$10,580.00
- **RES. NO. 17-02-03 - APPROVAL AND RATIFICATION OF SERVICE PROVIDER CONTRACTS**
 1. Day Reporting Program
 - Applewood Centers, Inc. - \$122,000.00
 2. Targeted Self-Management of Epilepsy and Mental Illness (TIME) Program
 - Epilepsy Association - \$55,000.00
 3. Heroin Crisis Partnership Initiative - Residential Treatment Expansion
 - Catholic Charities - \$900,000.00
 - Community Action Against Addiction - \$161,568.00

Amendments:

1. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – MH Peer Support
 - Life Exchange Center- \$15,000.00 Increase
2. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – Consumer Operated Services Property

- Emerald Development and Economic Network, Inc. - \$400,000.00

- **RES. NO. 17-02-04 - APPROVAL AND RATIFICATION OF OPERATIONAL AGREEMENTS**

1. OhioMHAS American Society Addiction Medicine (ASAM) Criteria Skill Building Training
 - Moore Counseling & Mediation Services, Inc. - \$9,589.43
2. Sponsorships:
 - Sober Seventeenth, Inc. (Sober St. Patrick's Day) March 17, 2017- \$1,500.00 Gold Sponsorship
 - Brite Winter \$2,500.00
 - Cleveland International Film Festival \$2,000.00
3. Fiscal Agent for The Center for Health Affairs Trauma Informed Care Training: May 22, 2017
 - Tri-C's Corporate College - \$10,580.00

Motion to approve the Consent Agenda (Resolution Nos. 17-02-02 through 17-02-04). MOTION: R. Blue
 SECOND: B. Gohlstin / AYES: R. Blue, E. Caraballo, B. Gohlstin, S. Killpack, H. Snider, E. Thoms, M. Warr, A. Williams
 NAYS: None /ABSTAIN: None / **Motion passed.**

10. CHIEF EXECUTIVE OFFICER'S REPORT – Ms. Harper addressed several items from the CEO Update listing:

- **Quick Response Protocol Pilot Program** – On 2/15/17, Board staff had the opportunity to make a site visit to Colerain to view their Quick Response Team Model and observe its operation. Lessons learned were shared; more information will come as the pilot evolves.
- **Upcoming Meetings with Managed Care Organizations** – There are 5-6 managed care organizations in Cuyahoga County that provide benefits to individuals receiving mental health services. As an element of our Recovery Oriented System of Care plan, Board staff is in the process of scheduling meetings and identifying core questions for each entity; in return, we are asking managed care organizations to forward their questions of the Board. Ms. Starlette Sizemore-Rice, Public Benefits Administrator, is in charge of this effort to lend consistency around behavioral health redesign. Meetings are scheduled to begin in March.
- **Assisted Outpatient Treatment Grant-funded Program** – Dr. Garrity, Chief Quality Officer, reported that the Board received a \$3.6 million grant from Substance Abuse and Mental Health Services Administration (SAMHSA) to serve clients with Assisted Outpatient Treatment (AOT) formerly known as outpatient civil commitment. AOT is designed for clients who are struggling in their recovery, have been linked with services but have not been engaged and require treatment beyond short-term hospitalization stay. Primary treatment is provided through a FrontLine Service ACT Team. The program will receive clients coming out of state hospitals and clients affiliated with outpatient community-based mental health agencies. A client will be given a 90-day probate order to monitor their progress with the goal of their being able to transition from the ACT team.

Of the 17 Boards that applied for the federal grant, Dr. Garrity noted that only 2 Boards were awarded grant funds—our Board and one in Chicago, Illinois. Mr. Snider commended Board staff for successfully gaining this significant award.

- **Personnel Update** – Tami Fischer, Director of Human Resources, introduced our newest hire; as of February 6th, Ms. Michaele Smith, will serve as Administrative Assistant to Ms. Harper, Vice President of Operations. Ms. Smith previously worked at Cleveland State University as a Customer Service Supervisor and Information Specialist and prior to that position she was a Media Specialist at the Ohio Lottery. Ms. Fisher noted that one of her various responsibilities will be to provide back-up to the Board's Executive Specialist.

In response to Dr. Fowler's request, Ms. Fischer reported that the official announcement was recently made about Mr. Denihan's retirement as of August 1, 2017. Advertisements for his position went out on 2/21/17 to the Call and Post,

Cleveland.Com and Crain’s Cleveland Business. The CEO Search process has begun. The cut-off date for receiving applications is March 8, 2017 at 5:00 p.m.

10. OLD/NEW BUSINESS

- A brief discussion ensued about the efficacy of using tablets vs. paper agenda packets. Dr. Fowler suggested tabling the discussion.

11. AUDIENCE INPUT

- Several scenarios were shared by two women who have stayed at the Women’s Homeless Shelter; they advocated for addressing the disturbing situation for women at the shelter who have mental illness. Dr. Fowler asked if audience members could stay after the meeting to discuss these issues further with Ms. Harper.
- On this same subject, Ericka Thoms requested that an update be given at the next General Meeting and to obtain background information and a detailed overview of the current structure for providing mental health services at the shelters. She expressed an interest in learning what happens to an individual when they enter a shelter when they have a mental health or addiction issue. Ms. Warr inquired whether peer support counselors might also be engaged.

[Board Chair, Eugenia Cash, arrived.]

Proposed Bylaws Amendment:

Given the arrival of Ms. Cash to the meeting, Dr. Fowler noted that the Board successfully fulfilled the Bylaws requirement to potentially have 2/3’s affirmative vote of sitting membership of the Board present to amend the Bylaws; consequently, he asked for a motion to approve the proposed Bylaws Amendment (as shown in italics below):

Section 4. Recruitment, Hiring and Compensation of Chief Executive Officer.

1. Recruitment and Hiring:

- a. Upon notice of the Chief Executive Officer’s resignation, removal or non-renewal of contract, the Executive Committee shall begin a recruitment process to employ a new Chief Executive Officer. ***“So as to ensure adequate representation of the community, the Chair may appoint up to three (3) additional Board Members on an ad hoc basis to serve on the Executive Committee for the sole purpose of participating in the recruitment and hiring of the Chief Executive Officer. Such additional ad hoc members shall vote as members of the Executive Committee only on matters relating to recruitment and employment of the Chief Executive Officer, and their respective appointments to the Executive Committee shall terminate upon the hiring of a new Chief Executive Officer.”***

Motion to approve the proposed Bylaws Amendment. MOTION: R. Blue / SECOND: H. Snider / AYES: R. Blue, E. Caraballo, E. Cash, R. Fowler, B. Gohlstein, S. Killpack, H. Snider, E. Thoms, M. Warr, A. Williams / NAYS: None ABSTAIN: None / **Motion passed.**

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

Submitted by: Carol Krajewski, Executive Specialist

Approved by:

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