

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

**GENERAL MEETING MINUTES  
MARCH 25, 2015**

**ADAMHS BOARD OF DIRECTORS PRESENT:**

Eugenia Cash, LSW, MSSA, CDCA, Chair	Charlotte Rerko, MSN, RN, BC
Reginald C. Blue, Ph.D.	J. Richard Romaniuk, Ph.D.
Elsie Caraballo	Eileen Saffran, LISW-S
J. Robert Fowler, Ph.D.	Harvey A. Snider, Esq.
Rev. Benjamin F. Gohlstin, Sr.	Ericka L. Thoms
Pythias D. Jones, M.D.	Anngela Williams
Steve Killpack, MS	

**ABSENT:** David E. Biegel, Ph.D., Cassi Handler, Mary R. Warr, M.Ed.

**ADAMHS BOARD STAFF PRESENT:**

William M. Denihan, C.E.O., Frank Brickner, Vivian Catchings-El, Tami Fischer, John Garrity, Ph.D., Valeria Harper, Carol Krajewski, Dave Lambert, Scott Osiecki

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

Board Chair, Eugenia Cash, called the General Meeting to order at 4:00 p.m. and opened the floor for audience input on agenda items; none received.

**2. APPROVAL OF MINUTES**

The General Meeting minutes of February 25, 2015 were approved as submitted. Mr. Denihan reported on two follow-up requests. (1) As requested, the Shared Principles of Recovery are now listed in alphabetical order in order not to infer a particular priority to any one area; (2) the agenda process sheet for the Transitional Youth Housing Pilot was revised to reflect a performance measure to procure permanent housing "prior to" discharge.

**3. EXECUTIVE COMMITTEE REPORT**

Ms. Cash noted that the Executive Committee met on 03/11/15 and held a preliminary discussion about the Board office space and potential lease options which included consideration of the length of the lease, terms and parking issues. To share the lease options under consideration, the Board Chair has asked Mr. Denihan to distribute to Board members a proposal (that is not a public record) to modify the current lease.

The Executive Committee also addressed the development of a Management Plan to provide the protocol for executive leadership in the absence of the Chief Executive Officer. Ms. Cash noted that this Management Plan will be put in place as a new Board policy; consequently, it is being distributed and submitted to Board members for its first reading; the second reading and vote will be scheduled for the April General Meeting.

The committee also looked at Mr. Denihan's performance evaluation; some revisions and adjustments are in process. Committee members also advocated for the formation of a Succession Plan for the ADAMHS Board. Consideration is being given to recruiting BVU Center for Nonprofit Excellence to work on (1) a Succession Plan draft; and (2) an evaluation of the Chief Executive Officer's position. Ms. Cash has given the charge to Mr. Denihan to draft a letter in order to secure BVU's help with these two initiatives.

Mr. Denihan referenced the document regarding our office lease and provided some general background. He explained that the Board is into the 5th year of its 10-year lease. The ADAMHS Board wishes to relinquish unused office space on the 7th floor to relieve the Board from paying for unneeded space. The document addresses potential options and other tenant friendly provisions in the lease.

**4. FINANCE & OPERATIONS COMMITTEE REPORT**

Erica L. Thoms, Committee Vice Chair, presided over the Finance & Operations Committee meeting held on 03/18/15 and highlighted the items recommended for approval in the Consent Agenda.

**Consent Agenda (Res. No. 15-03-04 through 15-03-07)**

- **RESOLUTION NO. 15-03-04 - ACCEPTING THE REPORT OF THE C.E.O. ON VOUCHERS PROCESSED FOR PAYMENT DURING FEBRUARY 2015**
- **RESOLUTION NO. 15-03-05 - APPROVAL OF INTERAGENCY AGREEMENT**
  - Amendment to Resolution 14-10-03, FFY15 & FFY16 Vocational Rehabilitation Public & Private Partnerships (VRP3) Case Service Contract (\$6,153,362.26)
- **RESOLUTION NO. 15-03-06 - APPROVAL & RATIFICATION OF SERVICE PROVIDER CONTRACTS**
  1. Eligibility Agreements with Licensed Adult Care Facilities (ACF)
  2. Grief Counseling Services
    - FrontLine Service (\$20,000.00)

**Amendments:**

  1. Amendment to Res. 14-10-03: Opportunities for Ohioans with Disabilities - VRP3 funding -employment services
    - Jewish Family Services Association (\$733,553.61)
    - Recovery Resources, Inc. (\$786,734.33)
  2. Amendment to Res. 14-11-08, Approval of CY2015 Service Provider Core, Mid-Biennium & One-Time Funding
    - Positive Education Program (\$124,109.00 Increase)
  3. Amendment to Res. 14-11-08, Approval of CY 2015 Service Provider Core, Mid-Biennium & One-Time Funding
    - Lutheran Metropolitan Ministry (\$77,000.00 Decrease)
- **RESOLUTION NO. 15-03-07 – APPROVAL OF OPERATIONAL AGREEMENT**
  1. Question, Persuade and Refer Suicide Prevention Training for Faith-based Community
    - Hilton Garden Inn (Not to Exceed \$5,000.00)
  2. AT&T Phone Book and Internet Advertising
    - AT&T (\$9,858.00)
  3. NAMI Ohio Conference Sponsorship
    - NAMI Ohio (\$2,500.00)

**Motion to approve the Consent Agenda (Resolution Nos. 15-03-04 through 15-03-07).** MOTION: B. Gohlstin  
SECOND: R. Blue / AYES: R. Blue, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, S. Killpack, C. Rerko, R. Romaniuk, H. Snider, E. Thoms, A. Williams / NAYS: None / ABSTAIN: E. Saffran / **Motion passed.**

[Ms. Thoms left the meeting.]

**5. FAITH-BASED OUTREACH COMMITTEE REPORT** – The Board Chair tabled the Faith-based Outreach Committee Meeting Report until the April General Meeting.

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

Committee Chair, Harvey A. Snider, Esq., reported that the CR&A Committee met on 03/04/11 and reported out on topics discussed:

- Legislative Updates – Mr. Snider highlighted several House & Senate bills.
- HB 64: FY16/17 State Biennium Budget
- 2014 Training Institute – End of the Year Report
- Tracking Reports – Media & Social Media
- Recommended Actions:
  - NAMI Ohio Conference Sponsorship
  - AT&T Phone Book & Internet Advertising
  - Question, Persuade, Refer (QPR) Suicide Prevention Update

Details can be found in the P&O Committee minutes on the ADAMHS Board Web site.

Based on the State Fiscal Year (SFY) 2016-2017 Budget discussion, Mr. Snider reported that the CR&A Committee recommends advocating for stable behavioral health funding.

- **RESOLUTION NO. 15-03-01  
NEED FOR STABLE BEHAVIORAL HEALTH FUNDING IN THE SFY 2016/17 BUDGET**

**Motion to approve Resolution No. 15-03-01.** MOTION: R. Blue / SECOND: R. Fowler / AYES: R. Blue, E. Caraballo, E. Cash, R. Fowler, B. Gohlstin, P. Jones, S. Killpack, C. Rerko, R. Romaniuk, E. Saffran, H. Snider, A. Williams / NAYS: None ABSTAIN: None / **Motion passed.**

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

Committee Chair, J. Robert Fowler, Ph.D., reported on the meeting held on 03/11/15 and provided highlights on the various topics covered. (Details can be found in the P&O Committee minutes on the ADAMHS Board Web site.)

- SMART Ohio Update
- Request for Proposal: Transitional Youth Housing Pilot
- Request for Proposal: Needs Assessment
- Agreement for Grief Counseling Services: FrontLine Service
- Adult Care Facilities Contracts
- Policy Reviews and Policy Statement Renewals
- Performance Improvement “Watch” Monitoring Plan Updates

- **RESOLUTION NO. 15-03-02  
AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSAL FOR A NEEDS ASSESSMENT**

**Motion to approve Resolution No. 15-03-02.** MOTION: H. Snider / SECOND: B. Gohlstin / AYES: R. Blue, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, S. Killpack, C. Rerko, R. Romaniuk, E. Saffran, H. Snider, A. Williams / NAYS: None ABSTAIN: None / **Motion passed.**

- **RESOLUTION NO. 15-03-03  
AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSAL FOR A TRANSITIONAL YOUTH HOUSING PILOT**

**Motion to approve Resolution No. 15-03-03.** MOTION: B. Gohlstin / SECOND: C. Rerko / AYES: R. Blue, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, S. Killpack, C. Rerko, R. Romaniuk, E. Saffran, H. Snider, A. Williams / NAYS: None ABSTAIN: None / **Motion passed.**

- **POLICY STATEMENT RENEWALS - (2<sup>nd</sup> Reading) & Official Vote:**

- **APPEAL OF BOARD DECISION**
- **AWARDING CONTRACTS FOR NON-MEDICAID SERVICES**
- **FINANCIAL AUDITS**

**Motion to approve Policy Statement Renewals dated 3/25/15 for: (1) Appeal of Board Decision; (2) Awarding Contracts for Non-Medicaid Services; and (3) Financial Audits.** MOTION: R. Blue / SECOND: S. Killpack / AYES: R. Blue, E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, S. Killpack, C. Rerko, R. Romaniuk, E. Saffran, H. Snider, A. Williams / NAYS: None / ABSTAIN: None / **Motion passed.**

Based upon a Board member request, Ms. Harper elaborated on the performance watch update information presented to the Planning & Oversight Committee for the respective four agencies (Hispanic UMADOAP, Hitchcock Center for Women, Lutheran Metropolitan Ministry’s Forensic Pilot Training Program, and Murtis Taylor Human Services System) their specific area of concern, and their progress toward quality improvement. It was noted that the document shared at the Planning & Oversight Committee can be shared with interested Board members. (Details can also be found in the P&O Committee minutes on the ADAMHS Board Web site.)

- **POLICY STATEMENT RENEWAL - (1<sup>st</sup> Reading)** – No additional revisions proposed.
  - **RECORDS RETENTION POLICY**

**8. CHIEF EXECUTIVE OFFICER’S REPORT**

Mr. Denihan referred all to review the items featured in the attached CEO Headliners dated March 25, 2015.

- Mr. Denihan summarized the information shared with the House Health & Human Services Sub-Committee Testimony on 03/12/15 around the State Fiscal Year 16-17 Biennium Budget as reflected in the CEO Headliners attached to these minutes. His testimony emphasized to legislators that Medicaid, by itself, cannot sustain a whole person. Mr. Denihan noted that an individual needs help with housing, access to crisis services, an opportunity and/or the hope of obtaining/maintaining employment all services that fall under Non-Medicaid funding.
- As a result of a Legislative Day discussion in January with Representative Boyd, Mr. Denihan highlighted the contents of the document entitled, State Mental Health Funding Equity Needed for Cuyahoga County: Analysis and Solutions. He thanked Dr. Fowler for his input and Scott Osiecki, Frank Brickner, and John Garrity for their collaborative efforts to produce the innovative document to be shared with Representative Boyd.

**9. OLD/NEW BUSINESS - None**

**10. AUDIENCE INPUT**

- Mr. Scott Osiecki, Director of External Affairs, introduced Mike Wolf, a mentee from Cleveland State University who came to observe the business of the ADAMHS Board.
- Rev. Pinkney-Butts shared a recent personal experience that left her feeling that individuals with mental illness are not being treated fairly or with respect. Mr. Denihan asked her to share her contact information after the meeting so that efforts could be made to address her remarks/concerns.

***There being no further business, the meeting was adjourned at 5:10 p.m.***

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

***Approved by:***

\_\_\_\_\_ ***Eugenia Cash, LSW, MSSA, CDCA, Chair, ADAMHS Board of Cuyahoga County***