

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY
PLANNING & OVERSIGHT COMMITTEE MINUTES
MARCH 14, 2018**

COMMITTEE MEMBERS PRESENT: J. Robert Fowler, Ph.D., Committee Chair, Elsie Caraballo, Pythias D. Jones, M.D., Katie Kern-Pilch, MA, ATR-BC, Steve Killpack, MS, Eugenia Kirkland, LSW, MSSA, CDCA, Rev. Brenda Ware-Abrams / **Absent:** Reginald C. Blue, Ph.D., Mary M. Step, Ph.D.

BOARD STAFF PRESENT:

Scott Osiecki, Chief Executive Officer, Tonya Birney, Holly Butterfield, Michael Doud, Tami Fischer, Cheryl Fratalone, John Garrity, Myra Henderson, Carol Krajewski, Chris Morgan, Michelle Myers, Cassandra Richardson, Starlette Sizemore-Rice, Maggie Spellman, Linda Torbert

1. CALL TO ORDER

Steve Killpack, Planning & Oversight Committee Vice Chair, called the meeting to order at 4:00 p.m.

2. APPROVAL OF MINUTES: The Planning & Oversight Committee minutes of 2/14/18 were approved as submitted.

3. HEALTH & HUMAN SERVICE LEVY DISCUSSION

Mr. Osiecki highlighted the document entitled, Things to Think about Regarding the Health & Human Services Levies. He reported that the ADAMHS Board receives \$39.4 million from two county-wide Health & Human Services Levies that provides 59% of our total budget of \$67.3 million. The \$3.9 mill levy is the smaller of the two voted levies and is on the May 8, 2018 ballot for renewal. The renewal is for two years with no additional impact on taxes. He noted that there is no increase to the homeowner.

A 4.8 mill levy, approved in May 2016, for eight years with collections beginning in 2017, will be on the ballot again in 2024. The thought behind having the 3.9 mill levy duration for two years is to have an 8-year replacement levy on the ballot in 2020. This will allow the levies to be on the ballot every four years instead of every two years.

The document also identified the services funded by the Health & Human Services Levy dollars and the ADAMHS Board's support of these levies. Mr. Osiecki acknowledged that Ohio Revised Code 340.03 permits ADAMHS Board staff to engage in levy-related activities during business hours and are allowed to advocate for voting "Yes" for passage of levies. Ms. Beth Zietlow-DeJesus, External Affairs Officer, will be coordinating the campaign. Mr. Osiecki encouraged committee members to consider helping the effort by making phone bank calls to Cuyahoga County residents.

Motion to recommend endorsement of Health & Human Services Levy to the Planning & Oversight Committee.

MOTION: P. Jones / SECOND: E. Caraballo / AYES: E. Caraballo, R. Fowler, P. Jones, K. Kern-Pilch, S. Killpack, E. Kirkland, B. Ware-Abrams / NAYS: None / ABSTAIN: None / **Motion passed.**

4. CUYAHOGA COUNTY JUVENILE COURT KAIZEN (CONTINUOUS IMPROVEMENT PROCESS)

Linda Torbert, Director of Prevention & Children's Behavioral Health Programs, and Bridget Gibbons, Deputy Director of Programming at Cuyahoga County Juvenile Court, reported on the review conducted on the current intake process of the Juvenile Court using the Kaizen process for the past 4 months. The Board is the fiscal agent and program manager of the Behavioral Health/Juvenile Justice Program. A review of the program highlighted issues related to integrity of the program in terms of length of stay and also the number of admissions into the Ohio Department of Youth Services (ODYS) Institution.

As a result, ODYS has requested that the Board look at the "front door" process to determine how youth are admitted into programming at Juvenile Court. Ms. Gibbons described the Kaizen process undertaken and thanked Ms. Torbert for sharing her expertise around mental health/behavioral health at all meetings. A document was distributed that identified the Current Intake Process, Matters to Consider & Outcomes. Consequently, a Proposed Intervention Center model was formulated that addresses the concerns. Ms. Gibbons addressed questions of committee members. (The document is attached to the original minutes stored in the Executive Unit.)

5. AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSAL (RFP) – CUYAHOGA COUNTY DIVISION OF CHILDREN & FAMILY SERVICES (DCFS) TREATMENT FOSTER CARE INITIATIVE

Ms. Torbert along with Jacqueline McCray, Deputy Director of Cuyahoga County DCFS, and Jacqueline Fletcher, Social Program Administrator, CCDCFS, presented the need for a Treatment Foster Care Initiative and the request for ADAMHS Board to assist in developing a clinical model to support children and their families in foster care and relative/kinship placements. The Board is interested in helping to develop a model to “pilot” the intensive level of support in tandem with a dedicated behavioral health agency, which would be identified through a vetting process. Once an agency is identified, the ADAMHS Board will provide contractual oversight and program monitoring to ensure the provision of services are fulfilled to meet the overarching goal to divert and decrease the length of stay in the child welfare system.

Board staff requests approval from the ADAMHS Board of Directors to partner with CCDCFS to develop and release a RFP for the provision of clinical and supportive services for treatment foster care and relative/kinship homes as a pilot.

Motion to recommend approval of authorizing a Request for Proposal for Cuyahoga County Division of Children & Family Services (DCFS) Treatment Foster Care Initiative to the full Board. MOTION: E. Caraballo / SECOND: K. Kern-Pilch / AYES: E. Caraballo, R. Fowler, P. Jones, K. Kern-Pilch, S. Killpack, E. Kirkland, B. Ware-Abrams
NAYS: None / ABSTAIN: None / **Motion passed.**

6. RESIDENTIAL ASSISTANCE PROGRAM (RAP) DISCUSSION

Michael Doud, Adult Behavioral Health Administrator, noted that he and Mr. Osiecki met with Terry Russell, Executive Director of the National Alliance on Mental Illness of Ohio, about the Board’s decision to reduce the allocation for the Residential Assistance program. Mr. Doud utilized a power point presentation to illustrate the Residential Assistance Program Goal to assist clients with resources to transition to a less restrictive setting as well as the highlight the RAP expenditures from CY2014 through CY2017. (A hard copy of the power point presentation is attached to the original minutes in the Executive Unit.)

7. ADULT CARE FACILITIES (ACF) PRESENTATION

Michelle Myers, Adult Behavioral Health Specialist/Residential, and Briget Grant, MBA, CEO of Management Services Partners, led the Adult Care Facilities discussion; it was noted that Addie Whaley, President of Northeast Ohio Adult Care Facilities Association, scheduled to present was unable to attend the meeting. Ms. Myers introduced Ms. Grant, an ACF operator who has started a resource network of residential facilities in an effort to provide quality housing to clients with mental health, addiction and/or dual diagnosis who are transitioning to housing.

She noted that the objectives of the Management Services Partners include:

- Providing existing facilities which offer focused housing specifically for identified clients.
- Acquiring proper accommodations and amenities to meet the client’s needs in the home.
- Meeting or superseding standards of the current Ohio Administrative Code and agencies.
- The ability to provide quality housing specifically for identified clients who have a harder time with transitioning into available housing.

The goal of the Resource Network Questionnaire, to be completed by an Adult Care Facility or Residential Facility, is not to perform the bare minimum but to offer a higher standard of care, coordinate services, and identify ACF operators who genuinely care about the clients.

8. SPONSORSHIPS:

Tonya Birney, Behavioral Health Prevention Specialist, highlighted and provided background about the two prevention sponsorships recommended. Specific details are outlined on the agenda process sheets in the agenda packet:

- “Survivors of Violence”- Starmakers - \$750.00
- Sixth Annual “Him & Me Father Daughter Gala - Alive On Purpose - \$1,000.00

Motion to recommend approval of the two sponsorships listed above to the Finance & Operations Committee.

MOTION: B. Ware-Abrams / SECOND: K. Kern-Pilch / AYES: E. Caraballo, R. Fowler, P. Jones, K. Kern-Pilch, S. Killpack, E. Kirkland, B. Ware-Abrams / NAYS: None / ABSTAIN: None / **Motion passed.**

9. NEW BUSINESS

- **Priority Setting**
Mr. Osiecki distributed a document on the Priority Setting process and noted that he intends to share this outline with each of the Board of Director committees. Board Chair, Eugenia Kirkland, was pleased with the information as presented and asked whether it might be appropriate to address this topic at the upcoming Board staff retreat. Mr. Osiecki concurred with the suggestion. Mr. Killpack suggested scheduling a regular update on the priority setting process at Planning and Oversight Committee meetings.
- Next P&O Committee Meeting – Wednesday, April 11, 2018 at 4:00 PM

There being no further business, the meeting adjourned at 5:30 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: Steve Killpack, MS, Planning & Oversight Committee Vice Chair