

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

JOINT PLANNING & FINANCE COMMITTEE MINUTES JULY 18, 2018

PRESENT: Rev. Benjamin F. Gohlstin, Sr., Board Chair, Elsie Caraballo, J. Robert Fowler, Ph.D., Pythias D. Jones, M.D., Katie Kern-Pilch, MA, ATR-BC, Steve Killpack, MS, Eugenia Kirkland, LSW, MSSA, CDCA, Sharon Rosenbaum, MBA, Harvey A. Snider, Esq., Mary M. Step, Ph.D. / **ABSENT:** Reginald C. Blue, Ph.D., Hugh Shannon

BOARD STAFF PRESENT: Scott Osiecki, CEO, Felicia Harrison, CFO, Tami Fischer, Cheryl Fratalone, John Garrity, Esther Hazlett, Bill Hebble, Carol Krajewski, Scott Osiecki, Ralph Piatak, LaVedia Smith, Maggie Tolbert, Leshia Yarbrough-Franklin, Beth Zietlow-DeJesus

1. CALL TO ORDER

Board Chair, Rev. Gohlstin, called the meeting to order at 4:00 p.m. and announced that members of both committees were authorized to vote on all agenda action items.

2. APPROVAL OF MINUTES

The minutes of the June 13, 2018 Planning & Oversight Committee and the June 20, 2018 Finance & Operations Committee were approved as submitted.

3. PRESENTATION: FRONTLINE SERVICE, INC.

Maggie Tolbert, RN, Assistant Chief Clinical Officer, introduced representatives from FrontLine Service: Susan Neth, MS, LSW, Chief Executive Officer, Rick Oliver, PCC-S, Director of Crises & Trauma Services, and Dr. Cynthia Vrabel, Medical Director. FrontLine staff identified the agency's mission statement as "Reaching out to adults & children in Northeast Ohio to end homelessness, prevent suicide, resolve behavioral health crisis and overcome trauma." A power point presentation was used to highlight the Full Crisis Service Continuum; a hard copy is attached to the original minutes that addresses:

- Mobile Crisis (Adult Mobile Crisis Team & Child Response Team)
- Crisis Staff at St. Vincent's Psychiatric Emergency Dept.
- Crisis Stabilization Unit (15 beds) for intensive 24/7 short-term care
- Police Co-Responder Program – 2 clinicians partner with a team of CIT trained officers to respond to requests for assistance with individuals who appear to present with mental health issues.

The primary goals of FrontLine Crisis Services are to:

- 1) Quickly establish Rapport and Connection with each caller on the hotline
- 2) Respond quickly to those in crisis in our community
- 3) Link person to least restrictive & most appropriate Level of Care.

The Mobile Crisis Team has been assessing individuals at high risk for suicide daily over the past 20 years. Data indicates that within 30 days of its assessment, it averages less than one person per year who dies by suicide.

4. CUYAHOGA COUNTY CRISIS RESPONSE SERVICES NEEDS ASSESSMENT

John Garrity, Ph.D., Chief of Quality Services, introduced David L. Hussey, PhD, Associate Professor, CWRU Begun Center for Violence Prevention Research & Education, who walked the committee through a power point presentation of the Research Study's Aims & Goals. A copy of the presentation is attached to the original minutes stored in the Executive Unit.

The comprehensive community needs assessment of crisis response services in Cuyahoga County utilized focus groups, interviews and online surveys. The goal was to gain insight about crisis services:

- How crisis services operate,
- Identify barriers & impediments in meeting needs of those in crisis
- Themes to guide system improvement

5. CY2017 CLIENTS RIGHTS REPORT

Bill Hebble, Client Rights Officer, presented the calendar year report that he & Leisha Yarbrough-Franklin, Clients Affairs Officer, compiled. The report represents data collected from 44 Substance Use Disorder and Mental Health agencies.

Each agency self-reports, based upon the services provided at that agency, the number of complaints and grievances received for each service provision. The report provides in chart form the data received along with an accompanying explanation, identifies challenges with respect to collecting clients rights data, offers solutions as well as an update. This report has been posted on the ADAMHS Board Website.

6. FINANCE REPORTS

Board Voucher and Operating Expenditures Report for June 2018

Felicia Harrison, Chief Financial Officer, reported on the Administrative Budget Reports. Total revenues from the 1st half of the year collected are \$33,587,679.00 that is roughly 52% of what was budgeted to be collected.

Total expenditures through 6/30/18 are \$35,798,727.00 which is a bit higher than what was budgeted for the 1st half of the year. We are at 53% that does include some special situations as expenses for the 1915A program which will not continue for the 2nd half of the year.

Overall, the Administrative Budget is about 46.8%. We are on track for administrative expenses. Ms. Harrison pointed out a significant annual expenditure in June was for postage; this level of sending for postage will not continue.

Motion to recommend approval of Board Vouchers & Expenditure Reports for June 2018 the full Board.

MOTION: E. Caraballo / SECOND: H. Snider / AYES: E. Caraballo, R. Fowler, B. Gohlstein, P. Jones, K. Kern-Pilch, S. Killpack, E. Kirkland, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

7. CONTRACTS

Ms. Harrison highlighted agenda process sheets for agreements listed below, answered questions, and provided clarification for committee members.

- a) Opportunities for Ohioans with Disabilities Agency – FFY19 Case Service Contract -\$2,313,723.76
(Contractors: Jewish Family Services Association, Recovery Resources, Inc.)
- b) Ohio Mental Health & Addiction Services (OhioMHAS) – Mental Health Re-Entry Program
 - FrontLine Service - \$612,878.00
- c) Sponsorship: Edna House Race to the Lake - \$1,000.00
- d) Sponsorship: 6th Annual Celebrating Recovery Walk - \$1,500.00
- e) Sponsorship: Northeast Ohio Recovery Residence Network Recovery Housing Symposium- \$1,500.00
- f) Inter-Faith Breakfast
 - Ariel International Center – Not to Exceed \$5,000.00
- g) Heroin/Fentanyl & Suicide Prevention Awareness Billboard Campaign
 - Lamar Outdoor Advertising - \$4,900.00
- h) Universal Pre-Kindergarten (UPK) Program - \$90,000.00
 - Achievement Centers for Children - \$18,000.00
 - Applewood Centers, Inc. - \$18,000.00
 - Beech Brook - \$18,000.00
 - OhioGuidestone - \$18,000.00
 - Positive Education Program (PEP) - \$18,000.00

Motion to recommend approval of Contracts (as listed above) to the full Board. MOTION: S. Rosenbaum / SECOND: E. Kirkland / AYES: E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, K. Kern-Pilch, S. Killpack, E. Kirkland, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

8. AMENDMENTS

- a) Amendment to Res. No. 18-01-06 Catholic Charities Matt Talbot Expansion
 - Catholic Charities - \$8,300.00 Increase
- b) Amendment to Res. No. 18-03-08 Consulting contract for remote network administration
 - Christopher Tomaro – extension of contract term through December 31, 2018
- c) Amendment to Res. No. 18-05-03 CURES Act Year 2
 - Ascent – Connect. Hope. Live (Peer Support MetroHealth ED) for the period of May 1, 2018 through June 15, 2018. Reducing amount of contract to \$45,832.97
 - Thrive Behavioral Health reallocating \$204,167.03 from the Ascent contract due to change in vendor information for the period June 16, 2018 through April 30, 2019

Motion to recommend approval of Amendments (as listed above) to the full Board. MOTION: S. Killpack / SECOND: E. Kirkland / AYES: E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, K. Kern-Pilch, S. Killpack, E. Kirkland, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

9. SUBMISSION OF SFY2019-2020 COMMUNITY CAPITAL PLAN

Mr. Osiecki noted that the Ohio Department of Mental Health & Addiction Services (OhioMHAS) requested completion of a SFY 2019/2020 Community Capital Plan with a submission deadline of July 20, 2018. The Community Capital Plan is to identify capital projects that benefit clients living with mental illness and/or addiction, with a focus on the creation of additional Permanent Supportive Housing (PSH) and Supportive Housing.

ADAMHS Board staff previously requested and reviewed proposed projects from community partners that focused on the OhioMHAS priority to develop PSH and Supportive Housing

Permanent Supportive Housing Projects (in ranked order):

- #1 Ranking – Emerald Alliance XI Project
- #2 St. Joseph’s Commons

Plan for Development of Proposed Supportive Housing Projects

- Birch House
- NOAH House
- Red House Darley
- Euclid House

. Details and project costs are listed on the agenda process sheet attached to the original minutes stored in the Executive Unit. Mr. Osiecki answered questions of committee members. Mr. Snider suggested that a copy of the proposed Community Capital Plan for SFY2019-SFY2020 be sent to NAMI Ohio Executive Director, Terry Russell; Mr. Osiecki concurred with the suggestion.

Motion to recommend approval and ratification of submitting the SFY2019-2020 Community Capital Plan to Ohio Department of Mental Health & Addiction Services to the full Board. MOTION: S. Killpack / SECOND: H. Snider / AYES: E. Caraballo, R. Fowler, B. Gohlstin, P. Jones, K. Kern-Pilch, S. Killpack, E. Kirkland, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

10. IDENTIFY CONSENT AGENDA

Rev. Gohlstin identified the following elements to include into the Consent Agenda: (1) Acceptance of Board Voucher and Expenditure Reports, Contracts, Amendments, and Submission of SFY2019-2020 Community Capital Plan.

11. OLD/NEW BUSINESS - None

There being no audience comment or further business, the meeting adjourned at 5:35 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: Rev. Benjamin F. Gohlstin, Sr., Board Chairperson