

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

**JOINT PLANNING & FINANCE COMMITTEE MINUTES  
SEPTEMBER 12, 2018**

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

**BOARD STAFF PRESENT:** Scott Osiecki, CEO, Carole Ballard, Tonya Birney, Tami Fischer, Cheryl Fratalone, Carmen Gandarilla, Bob Garrity, Felicia Harrison, Esther Hazlett, Myra Henderson, June Hudson, Carol Krajewski, Maggie Spellman, Regina Spicer, Maggie Tolbert, Linda Torbert, Beth Zietlow-DeJesus

**1. CALL TO ORDER**

Steve Killpack, Finance & Operations Committee Chair, called the meeting to order at 4:00 p.m.

**2. APPROVAL OF MINUTES**

The minutes of the July 18, 2018 Joint Planning & Finance Committee were approved as submitted.

**3. EARLY CHILDHOOD MENTAL HEALTH (ECMH) RECOMMENDATIONS FOR CY2019**

Linda Torbert, Director of Prevention & Children's Behavioral Health Programs, reported that nine agencies submitted proposals in response to the Request for Proposal (RFP) for ECMH Services. The RFP Review Committee, comprised of ADAMHS Board staff, Invest in Children, Bright Beginnings, Cuyahoga County Board of Developmental Disabilities and Starting Point, evaluated all eligible submissions and agreed on recommending the 6 agencies listed below for the provision of ECMH services. Ms. Torbert noted that Pipe Line to God, is a new provider agency.

Achievement Centers	\$437,590.00
Applewood Centers	\$110,602.00
Beech Brook	\$160,000.00
OhioGuidestone	\$225,000.00
Positive Education Program	\$334,290.00
Pipe Line to God	\$75,000.00
<b>Total</b>	<b>\$1,342,482.00</b>

**Motion to recommend accepting the funding amount of \$669,552.00 from Cuyahoga County Invest in Children and to increase the ADAMHS Board's funding contribution to \$672,930.00 for a total of \$1,342,482.00 and to contract with the agencies listed above for the time period of January 1, 2019 through December 31, 2019 to the full Board.**

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

**4. CUYAHOGA COUNTY JUVENILE COURT INTERVENTION CENTER FOR BEHAVIORAL HEALTH SERVICES RECOMMENDATION**

Ms. Torbert reported that the Cuyahoga County Juvenile Court (CCJC) invited the ADAMHS Board to participate in the planning process for an Intervention Center to serve all pre-adjudicated youth. The goal is to limit or prevent deeper penetration into the juvenile justice system as an alternative to detention intervention. Eight agencies submitted proposals. Based upon the review and evaluation by the RFP Committee, comprised of staff from the ADAMHS Board and CCJC, of all proposals submitted, the resulting decision was to recommend contracting with Applewood Centers, Inc. for this program.

Ms. Torbert addressed questions of Board members. A suggestion was made to include in the outcome portion of the agenda process sheet best practice outcomes as well as comparison data from Lucas and Montgomery Counties.

**Motion to recommend accepting funds from the CCJC and to contract with Applewood Centers, Inc. for the CCJC Intervention Center Behavioral Health Services Program to the full Board.** MOTION: S. Rosenbaum / SECOND: E. Kirkland / AYES: E. Caraballo, R. Fowler, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

**5. US DHHS (DEPARTMENT OF HEALTH & HUMAN SERVICES) SUBSTANCE ABUSE & MENTAL HEALTH SERVICES ADMINISTRATION (SAMHSA) CENTER FOR MENTAL HEALTH SERVICES – JAIL DIVERSION GRANT**

Carole Ballard, Director of Education and Training, explained that the Jail Diversion Grant award represents the first year of a five-year project totaling \$1 million. The pilot project would expand resource options for Crisis Intervention Training (CIT) officers by having access to other alternatives to jail such as the use of the Crisis Stabilization beds operated by FrontLine Service. Direct services will be delivered by FrontLine Service, and the Board will contract with the Case Western Reserve University's Begun Center for Violence Prevention, Research and Education (CWRU) for federally required evaluation and performance assessment services.

Ms. Ballard noted that a workgroup will be charged with the task of forming and shaping the pilot project. Discussion followed on the evaluation and/or outcome data anticipated and the request of Board members to include this information on the agenda process sheet (APS). A separate Board member request was to utilize numerical values so that specific results can be measured and assist Board members in evaluating the accomplishments of a project or program. Ms. Ballard confirmed that evaluation/outcome data will be added to revise the APS prepared for the full Board.

**Motion to recommend accepting funds from SAMHSA and to contract with FrontLine Service in the amount of \$260,340.00 and the CWRU Begun Center in the amount of \$66,000.00 for the first year of a five year project to the full Board.** MOTION: R. Fowler / SECOND: M. Step / AYES: E. Caraballo, R. Fowler, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

**6. DISCUSSION: OHIO ISSUE 1: DRUG & CRIMINAL JUSTICE POLICIES INITIATIVE**

Board Chair, Rev. Gohlstin, explained that Ohio Issue 1 started out as a grassroots community concern regarding the disparity and treatment of people incarcerated for possessing drugs. As legislators will soon consider the issue of possession of marijuana, community organizers felt that an amendment to the Constitution may be needed to address the issue of sentencing.

Rev. Gohlstin reported that the language of the amendment was subsequently changed at the state level; he no longer supports the amendment as presented. Scott Osiecki, CEO, added that local courts and judges are also not in favor of the amendment as written. To date, the Ohio Association of County Behavioral Health Authorities (OACBHA) has not yet taken a position on Issue 1. Rev. Gohlstin reiterated that the Secretary of State's proposed language on the ballot does not reflect the original intent of those who brought the issue of concern forward. It was noted that this issue will be discussed again at the September General Meeting.

**7. REVIEW OF POLICY STATEMENT REVISIONS/RENEWALS**

Bob Garrity, Director of Risk Management, identified the minor revisions made to Board's policies listed:

- **Appeal of Board Decision**
- **Awarding Contracts for Non-Medicaid Services**
- **Clients Rights & Grievance Policy**
- **Sponsorship Requests**

**Motion to recommend approval of the renewed policy statements to the full Board.** MOTION: S. Rosenbaum / SECOND: E. Kirkland / AYES: E. Caraballo, R. Fowler, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

*[Eugenia Kirkland left the meeting.]*

## 8. FINANCE REPORTS

### **Board Voucher and Operating Expenditures Report for July 2018 and August 2018**

Felicia Harrison, Chief Financial Officer, reported on the Administrative Budget Reports. Total revenues through 8/31/18 stand at \$61,780.805. Total expenses, year-to-date are \$46,250,602.00. The projected Administrative Budget is 66.66%; while actual expenditures are at 61.94%. The Board is on track for administrative expenses. Ms. Harrison noted that there were no unusual expenses in either July or August 2018. (The Financial Reports are attached to the original minutes stored in the Executive Unit.)

**Motion to recommend approval of Board Vouchers & Expenditure Reports for July 2018 and August 2018 to the full Board.** MOTION: H. Snider / SECOND: R. Fowler / AYES: E. Caraballo, R. Fowler, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H. Snider, M. Step / NAYS: None / ABSTAIN: None / **Motion passed.**

## 9. CONTRACTS

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

- a) US DHHS Substance Abuse and Mental Health Services Administration (SAMHSA) Center for Mental Health Services (CMHS) – Assisted Outpatient Treatment (AOT) Grant - \$846,689.00
  - FrontLine Service, Inc. - \$599,169.00
  - CWRU Begun Center - \$200,000.00
  - Board Contracted Attorneys - \$35,020.00
- b) Ohio Mental Health and Addiction Services (OhioMHAS) funds for Youth-Led Prevention Funding for the Teen Institute Program - \$12,231.00 with ADAMHSCC funding of \$10,243.00
  - Recovery Resources - \$22,474.00
- c) \*OhioMHAS funding for Medication Addiction Treatment Program – Court Administrative Funds - \$78,487.31
  - Cleveland Municipal Court - \$11,524.16
  - Cuyahoga County Common Pleas Drug Court - \$35,846.04
  - Cuyahoga County Common Pleas Recovery Drug Court - \$31,117.11
- d) \*OhioMHAS funding for Problem Gambling Treatment & Prevention – Casino Grant
  - Recovery Resources - \$207,608.00
- e) \*OhioMHAS (General Revenue Funds) to assist Specialized Docket Support – Payroll Subsidy - \$410,000.00
  - Cleveland Municipal Court - \$180,000.00
  - South Euclid Municipal Court - \$40,000.00
  - Cuyahoga County Common Pleas Court - \$120,000.00
  - Cuyahoga County Common Pleas Court – Juvenile Division - \$70,000.00
- f) Cuyahoga County Common Pleas Court/Corrections Planning Board (CCPB) – Cuyahoga County Court of Common Pleas Veteran And Veteran Reentry Treatment Court – pooled funds; not to exceed \$350,679.00
  - Salvation Army/Harbor Light
  - Community Assessment & Treatment Services (CATS)
  - Catholic Charities/Matt Talbot
  - Recovery Resources
- g) Cuyahoga County Common Pleas Court/Corrections Planning Board (CCPB) Medication Assisted Treatment (MAT) for Victims of Human Trafficking and Sexual Exploitation Presenting with Co-Occurring Trauma-based Mental Health Issues – pooled funds; not to exceed \$132,909.00
  - Salvation Army/Harbor Light
  - Community Assessment & Treatment Services (CATS)
  - Catholic Charities/Matt Talbot
- h) Cuyahoga County Common Pleas Court/Corrections Planning Board (CCPB) – Provision of Sober Living Options for Felony Offenders under the Supervision of Cuyahoga County Probation – pooled funds; not to exceed \$300,000.00; \$150,000.00 to be provided by ADAMHSCC.
  - Stella Maris
  - Cleveland Treatment Center

- i) Renewal of Online Mental Health Screening
  - Screening for Mental Health, Inc. - \$1,000.00
- j) Sponsorships:
  - Epilepsy Association – Race to the River, Sunday, 9/16/18 - \$850.00
  - Remembering Our Babies event, Monday, 10/15/18 - \$500.00
  - Center for Community Solution’s 2018 Celebration of Human Services, Friday, 10/26/18 - \$500.00
- k) Roads to Recovery Conference 2019 – Monday, 10/21/19
  - Cleveland Airport Marriott – Not to exceed \$38,000.00
- l) Reconfiguration of ADAMHS Board Office Space
  - Sander Contracting, Inc. – not to exceed \$30,000.00

*[E. Caraballo and H. Shannon left the meeting.]*

Committee members directed questions to Ms. Harrison. Discussion continued regarding objectives and/or outcomes on several of the agenda process sheets. Mr. Marty Murphy of the Cuyahoga County Corrections Planning Board addressed inquiries of Board members who indicated an interest in greater clarity in the document outcome sections.

Dr. Step advocated for providing the necessary information needed to make proper assessments and for consistency. It was suggested that the topic of looking at common measurement tools might be an issue addressed at the upcoming Annual Board Training/Retreat.

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

#### **10. AMENDMENTS**

- a) Amendment of Resolution 18-05-03, Acceptance of OhioMHAS & ODYS (Ohio Department of Youth Services) for Behavioral Health Juvenile Justice Project, Fiscal Year 2019 – \$550,000.00 total; no change.
  - Cuyahoga County Juvenile Court – previous allocation- \$310,712.00 – No Change
  - Bellefaire Jewish Children’s Bureau - \$12,433.00 Decrease
  - Applewood Centers - \$12,433.00 Increase
- b) Amendment of Resolutions 18-01-05 and 19-01-06, Acceptance of funds from the Cuyahoga County Juvenile Court for Project CALM
  - Applewood Centers - \$7,220.45 Increase
- c) Amendment to Resolution 18-03-06, Approval and Ratification of Service Provider Contracts
  - Emerald Development & Economic Network (EDEN) Inc. - \$77,215.00 Increase
- d) Amendment to Resolution No. 17-11-06, Approval of CY2018 Service Provider Contracts
  - Beech Brook – \$55,652.00 Increase
- e) Amendment to Resolution No. 17-11-06, Approval of CY2018 Service Provider Contracts
  - Epilepsy Association – \$26,738.46 Increase
- f) Amendment to Resolution 17-11-06, Approval of CY2018 Service Provider Contracts – Reallocation of funds; no net increase
  - Recovery Resources - \$57,051.00 Decrease
  - Living Miracles Peer Empowerment Center - \$57,051.00 Increase

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

#### **11. IDENTIFY CONSENT AGENDA**

Mr. Killpack identified the following elements to include into the Consent Agenda: (1) Acceptance of Board Voucher and Expenditure Reports, Contracts, and Amendments.

**12. OLD/NEW BUSINESS**

- Board members acknowledged the retirement of Judge Michael E. Jackson and suggested sending a letter of recognition and appreciation for his service to the community and for presiding over the Cuyahoga County Common Pleas Veterans Treatment Court, a drug and mental health court docket that serves veterans.
- Mr. Snider suggested beginning plans to recognize and celebrate the ADAMHS Board's 10th year anniversary. Mr. Osiecki concurred and confirmed the Board's intent to commemorate its anniversary at the Annual Meeting in May of 2019.

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

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

***Approved by: Steve Killpack, MS, Finance & Operations Committee Chairperson***