

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

**JOINT PLANNING & FINANCE COMMITTEE MINUTES
JULY 13, 2016**

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

PLANNING & OVERSIGHT COMMITTEE MEMBERS PRESENT:

J. Robert Fowler, Ph.D., Reginald C. Blue, Ph.D., Eugenia Cash, LSW, MSSA, CDCA, Katie Kern-Pilch, MA, ATR-BC, Steve Killpack, MS, Mary M. Step, Ph.D., Mary R. Warr, M.Ed., Anngela Williams

Absent: Elsie Caraballo, Pythias D. Jones, M.D.

FINANCE & OPERATIONS COMMITTEE MEMBERS PRESENT:

David E. Biegel, Ph.D., Eugenia Cash, LSW, MSSA, CDCA, J. Robert Fowler, Ph.D., Rev. Benjamin F. Gohlstin, Sr., Charlotte Rerko, MSN, RN, BC, Ericka Thoms, Mary Warr, M.Ed. / **Absent:** Harvey A. Snider, Esq.

BOARD STAFF PRESENT: William Denihan, C.E.O., Katie Boland, Frank Brickner, Danei Chavez, Michael Doud, Cheryl Fratalonie, John Garrity, Ph.D., Valeria Harper, Esther Hazlett, Carol Krajewski, Dave Lambert, Michelle Myers, Scott Osiecki, Ralph Piatak, Starlette Sizemore-Rice, Maggie Tolbert, Linda Torbert, Tom Williams

1. APPROVAL OF MINUTES

The Planning & Oversight Committee minutes of June 8, 2016 and the Finance & Operations Committee minutes of June 15, 2016 were approved as written.

Mr. Denihan described the rationale for convening a Joint Planning & Finance Committee Meeting given the proximity of the ADAMHS Board offices and the possible congestion associated with the Republican National Convention in Cleveland. The United Bank Building would be closed/locked during RNC week; however, Board staff will be available by phone.

Dr. Fowler, Planning & Oversight Committee Chair, explained that Mr. Killpack was asked to preside over the Planning portion of the meeting since he has also been asked to present the Summary Report at the July General Meeting on behalf of Dr. Fowler who will be unable to attend the General Meeting.

2. MURTIS TAYLOR HUMAN SERVICES SYSTEM (MHTSS) UPDATE: RESIDENTIAL SERVICES & PROVISION OF PHARMACOLOGICAL MANAGEMENT SERVICES

Michael Doud, Adult Behavioral Health Services Administrator, reported that Board staff has continued to work with MTHSS on the issues related to pharmacological management services. Board staff met weekly with agency and VNA (Visiting Nurse Association) staff. The document provided illustrates the four major categories (1) Policies and Procedures, (2) Medication Administration, (3) Medication Administrative Record & Orders, and (4) Medication Handling/Pharmacy. All concerns have been corrected and/or completed; those highlighted in green indicate those areas corrected by MTHSS. Updates shown in red print reflect issues completed that continue to have VNA participating in the process. Consequently, there are no outstanding issues; this denotes significant progress. (The document referenced is attached to the original minutes stored in the Executive Unit.)

Mr. Doud reported that the goal is to transition all VNA services back to MTHSS. VNA staff are beginning to pull back, and Board staff presently meets with the agency twice per month. The intent is to present Board staff's final recommendations to the Board of Directors during the October meeting cycle.

Mr. Denihan noted his appreciation for the advancement and progress made by MHTSS and for VNA's support. MTHSS Executive Director, Lovell Custard, recognized the collaborative work with Board staff and added that he looks forward to continuing quality improvement measures put forth by Michael Doud and John Garrity, Chief Quality Officer.

3. COMMUNITY ACTION AGAINST ADDICTION HALF-WAY HOUSE MEDICATION ASSISTED TREATMENT

Mr. Doud reported that one-time funding made available to Community Action Against Addiction (CAAA), in Resolution Nos. 15-05-05 and 16-02-02 for capital improvements, has made it possible to open up space on CAAA's 4th floor to serve additional clients who are addicted to opiates. This initiative addresses the increased demand for detox and the use of Medication Assisted Treatment (MAT) and plans to implement a step-down unit for those individuals exiting detox on MAT.

The request for the MAT Halfway House is for a period of 6 months or 180 days, a pilot project, to address this unmet need. CAAA will provide 24/7 staff monitoring, individual counseling, group counseling and medical exams for the residents. Counseling and medical exams shall be billed to Medicaid. The funding request will be to cover the cost of hiring staff and room and board.

Based upon committee members input regarding Program/Service Goals, Board staff confirmed that the recommended change would be made to retain the first goal listed and to remove the other statements as that data would be addressed in the metrics section.

Motion to recommend approval of allocating funds in an amount not to exceed \$60,000.00 to Community Action Against Addiction (CAAA) to implement a step-down unit for those individuals exiting detox on Medication Assisted Treatment to the Finance & Operations Committee.

MOTION: R. Blue / SECOND: E. Cash / AYES: R. Blue, R. Fowler, K. Kern-Pilch, M. Step, M. Warr, A. Williams
NAYS: None / ABSTAIN: None / **Motion passed.**

4. AUTHORIZATION TO RELEASE REQUEST FOR PROPOSAL (RFP) FOR EARLY CHILDHOOD MENTAL HEALTH SERVICES

Linda Torbert, Children's Projects Administrator, explained that this appeal is to fulfill the request of the funder, Invest in Children, for the ADAMHS Board to release a Request for Proposal to vet additional Early Childhood Mental Health (ECMH) service providers to increase capacity along with procuring additional evidenced based practices to add in the service delivery efforts for this vulnerable population. Ms. Torbert noted that the current six ECMH provider contracts expire at the end of calendar year 2016. Two minor revisions were suggested for the agenda process sheet.

Motion to authorize issuance of an RFP for Early Childhood Mental Health Services, as amended, to full Board.

MOTION: R. Blue / SECOND: E. Cash / AYES: R. Blue, R. Fowler, K. Kern-Pilch, M. Step, M. Warr, A. Williams
NAYS: None / ABSTAIN: None / **Motion passed.**

5. EVALUATION OF COMMUNITY PSYCHIATRIC SUPPORTIVE TREATMENT (CPST) SERVICES

John Garrity, Chief Quality Officer, elaborated on the Evaluation Report of Cuyahoga County's Adult Community Psychiatric Supportive Treatment (CPST) Services. The 3-page Summary Report (attached to the original minutes stored in the Executive Unit) includes:

- An Overview of CPST Services in Cuyahoga County
- Statistics on Staffing of CPST Services
- Ohio Behavioral Health Redesign Update

Dr. Garrity explained that the Board's original goals for this evaluation were to examine ways to improve traditional CPST across our county system. However, the implementation of Behavioral Health Redesign, including continued Medicaid expansion and the roll out of Managed Care Medicaid by the Ohio Office of Health Transformation will change CPST completely. The Ohio Behavioral Health Redesign Timeline indicates the provision of behavioral health services in Ohio will be radically transformed over the next few years.

Providers and clients will experience significant changes to the state's determination of eligibility, authorized providers, covered services, and payment amounts and methods, including an overall dramatic reduction/elimination in the use of traditional CPST.

By July 2018, the finalized CPST changes will have been determined and implementation will occur. This has been identified as Targeted Case Management (TCM), defined as "services furnished to assist individuals, eligible under the state plan in gaining access to needed medical, social, and educational and other services."

By January 2018, all behavioral health Medicaid services will be under a managed care option. Instead of the current system, providers will need to clearly understand the operational and financial implications of these changes as they are implemented. *New services will include:*

- The 1915(l) which funds Peer Support, Supported Employment, and Case & Recovery Management;
- ACT and Youth and Family Evidence-based Practices; and
- Other services, such as labs, etc.

The Board continues to study the Ohio Behavioral Health Redesign and its potential impact on clients and provider agencies. This includes several key areas such as:

- whether the Board will adopt the new Medicaid rates and create a parallel system,
- whether or not and how much the Board will be able to supplement provider agencies for the financial impact of the redesign,
- whether the Board should strive to increase funding for traditional CPST,
- what the impact will be on the health and well-being of clients.

6. FINANCE & OPERATIONS COMMITTEE AGENDA

Committee Chair, Dr. David Biegel, asked Committee Vice Chair, Ericka Thoms, to read aloud the Committee Mission Statement: "To assist the full Board in fulfilling its fiduciary responsibility by reviewing and overseeing financial and operational aspects of the system."

Board Voucher and Operating Expenditures Report for June 2016

Frank Brickner, Chief Financial Officer, reported on the Administrative Budget Reports. Total spending through 6/30/16 was nearly \$2.2 million; over 5% under budget to date. The line item total for Salaries and Benefits seem to appear low due to the fact that this report only reflects 12 of the 26 pay periods; there are 14 pay periods for the remainder of the year. The Board continues to anticipate being under budget for the calendar year.

Income Statement: Total Revenues through June were \$34.7 million; this represents nearly 56% of our annual budget of \$62.3 million. We continue to forecast that 2016 total revenues will exceed the \$62.3 million budget level. Reasons include increased funding for Waiver program and the receipt of additional funding streams that were awarded after the budget process such as the Early Childhood Mental Health and Addiction Treatment Programs funded by the state.

Expenses: Total Expenses through June were \$34.2 million of which \$4.7 million was expended on services rendered in 2015 but paid in 2016. Non Medicaid Services budget of \$54.4 million – spent \$24 million to date which is consistent with what is expected to be spent at this time.

Board Properties: The only unusual expenditure in June was to install a wheelchair ramp at the York Road facility.

Mr. Denihan clarified an item on page 5 of the Voucher Report regarding the membership dues listed for the Ohio Association of County Behavioral Health Authorities. He noted that this expense is not to be confused with the membership dues, reported on earlier this year, for the Ohio Association of ADAMHS Boards, an organization representing larger urban Boards.

Motion to recommend approval of Board Vouchers & Expenditure Reports for June 2016 to the full Board.

MOTION: B. Gohlstin / SECOND: C. Rerko / AYES: D. Biegel, E. Cash, R. Fowler, B. Gohlstin, C. Rerko, E. Thoms, M. Warr / NAYS: None / ABSTAIN: None / **Motion passed.**

7. CONTRACTS

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

a. Interagency Agreements: Acceptance of Funds: * Pass-Through Items

1. OhioMHAS - Cooperative Agreements to Benefit Homeless Individuals (CABHI) - \$397,311.00 (Contractor: FrontLine Service)
2. *OhioMHAS – SAPT Pass Through \$3,171,734 (Contractors: Catholic Charities, Cleveland UMADAOP, Community Assessment and Treatment Services, Hispanic UMADAOP, Hitchcock Center for Women, New Directions, ORCA House, Inc., Recovery Resources, Inc., Women's Recovery Center)
3. Cuyahoga County Corrections Planning Board - Mental Health Treatment and Clinical Services to Assist Offenders who are Severely Mentally Ill - \$86,000.00 (Contractor: Recovery Resources, Inc.)
4. * Cuyahoga County Corrections Planning Board – Veterans Treatment Court Project - \$316,557.00 (Contractors: ORCA House, Inc., Salvation Army, Stella Maris, Inc.)
5. * Amendment to Resolutions 14-11-03, and 16-01-06, Cuyahoga County Corrections Planning Board – Adult Probation Substance Abuse Residential Treatment Program - \$387,762.50 Increase (Catholic Charities Corporation, Community Assessment and Treatment Services, ORCA House, Inc.)
6. * Amendment to Resolution 15-07-03, Cuyahoga County Corrections Planning Board - Sober Housing Services for Individuals Involved with Cuyahoga County Common Pleas Court Adult Probation (Time Extension Only) (Cleveland Treatment Center, Hitchcock Center for Women, I'm in Transition, ORCA House, Inc., Scarborough House)
7. * Amendment to Resolutions 14-05-03, 15-01-02 and 15-07-03, Cuyahoga County Corrections Planning Board - Smart Ohio Program (Time Extension Only) (Catholic Charities Corporation, Community Assessment and Treatment Services, Free Clinic, Hispanic UMADAOP, Hitchcock Center for Women, ORCA House, Inc., Salvation Army, Stella Maris, Inc.)

b. Service Provider Agreements: Allocation of Funds

1. OhioMHAS - Cooperative Agreements to Benefit Homeless Individuals (CABHI)
 - FrontLine Service - \$397,311.00
2. *OhioMHAS – SAPT Pass Through - \$3,313,343.00
 - Catholic Charities Corporation (Hispanic Women's Program) - \$59,701.00
 - Catholic Charities Corporation (Juvenile TASC) - \$232,102.00
 - Cleveland UMADAOP (Community Prevention – NIA) - \$55,827.00
 - Cleveland UMADAOP (Community Prevention – Seniors Aiming High) - \$60,127.00
 - Cleveland UMADAOP (Drug Free Community – Hough Youth Leadership) - \$32,461.00
 - Cleveland UMADAOP (UMADAOP) - \$216,064.00
 - Cleveland UMADAOP (AKOMA Women's Program) - \$115,556.00
 - Community Assessment & Treatment Services (Therapeutic Community) – \$157,570.00
 - Cuyahoga County Court of Common Pleas (Drug Court) - \$220,500.00
 - Cuyahoga County Court of Common Pleas (TASC) - \$810,006.00
 - Hispanic UMADAOP (Hispanic Alcohol and Drug Prevention) - \$186,845.00
 - Hispanic UMADAOP (Youth Center Coalition)- \$32,429.00
 - Hispanic UMADAOP (CASA Maria) - \$79,813.00
 - Hitchcock Center for Women (Residential Treatment for Women) - \$378,882.00
 - New Directions (Female Adolescent Treatment Program) - \$124,201.00

- ORCA House, Inc. (Women’s Program) - \$156,499.00
 - Recovery Resources, Inc. (Women’s Program) - \$78,618.00
 - Recovery Resources, Inc. (Gambling Treatment and Prevention) - \$75,000.00
 - Women’s Recovery Center (Women’s Treatment) - \$241,142.00
3. Cuyahoga County Corrections Planning Board - Mental Health Treatment and Clinical Services to Assist Offenders who are Severely Mentally Ill
 - Recovery Resources, Inc. - \$172,000.00
 4. Cuyahoga County Corrections Planning Board – Veterans Treatment Court Project – Pooled Amount of \$316,557.00
 - ORCA House, Inc.
 - Salvation Army
 - Stella Maris, Inc.
 5. Half-Way House Medication Assisted Treatment
 - Community Action Against Addiction - \$60,000.00

Amendments:

1. Amendment to Resolutions 14-11-03, and 16-01-06, Cuyahoga County Corrections Planning Board – Adult Probation Substance Abuse Residential Treatment Program – Increase of \$575,525.00 to be pooled with:
 - Catholic Charities Corporation
 - Community Assessment and Treatment Services
 - ORCA House, Inc.
2. Amendment to Resolution 15-07-03, Sober Housing Services for Individuals Involved with Cuyahoga County Common Pleas Court Adult Probation (Time Extension Only)
 - Cleveland Treatment Center
 - Hitchcock Center for Women
 - I’m In Transition
 - ORCA House, Inc.
 - Scarborough House
3. Amendment to Resolutions 14-05-03, 15-01-02 and 15-07-03, Cuyahoga County Corrections Planning Board - Smart Ohio Program (Time Extension Only)
 - Catholic Charities Corporation
 - Community Assessment and Treatment Services
 - Free Clinic
 - Hispanic UMADAOP
 - Hitchcock Center for Women
 - ORCA House, Inc.
 - Salvation Army
 - Stella Maris, Inc.
4. Amendment to Resolution 15-11-05, Approval of CY2016 ADAMHS Board Operational Budget and CY2016 – 2017 Service Provider Contracts – Project DAWN
 - MetroHealth Hospital - \$50,000.00 Increase
5. Amendment to Resolution 15-03-06, Eligibility Agreements with Licensed Care Facilities

c. Operational Agreements:

[Recommended by Community Relations & Advocacy Committee]

1. Online Mental Health & Addiction Screening Renewal - \$550.00
2. LifeAct Program Materials - \$6,500.00
3. *Generation Found* Recovery Month Event - \$750.00
4. Sponsorship: Urban Film Festival - \$1,500.00

Motion to recommend approval of the Interagency, Service Provider and Operational Agreements with recommended revisions to the full Board. MOTION: B. Gohlstin / SECOND: E. Cash / AYES: D. Biegel, E. Cash, R. Fowler, B. Gohlstin, C. Rerko, E. Thoms, M. Warr / NAYS: None / ABSTAIN: None / **Motion passed.**

3. IDENTIFY CONSENT AGENDA

Committee members agreed with Dr. Biegel that the Consent Agenda should include both Finance Reports and Contracts/Agreements.

4. OLD/NEW BUSINESS - None

There being no further business, the meeting adjourned at 5:20 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by:

- **Steve Killpack, MS, Planning & Oversight Committee Vice Chair**
- **David E. Biegel, Ph.D., Finance & Operations Committee Chair**