

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

PLANNING & OVERSIGHT (P&O) COMMITTEE MINUTES
JANUARY 12, 2011

Committee Chair, Dr. Pythias Jones, called the meeting to order at 4:00 p.m. Mr. Kemm read the Committee Mission Statement aloud: *"The Planning and Oversight Committee, in cooperation with all partners, advocates for and monitors programs, policies and practices which are continually improved to meet the needs of consumers, their families and the community."*

Committee Members Present: Rick Kemm, MNO, Pythias Jones, M.D., Earl Lawrence, Rev. Charlotte Noble, Mary Step, Ph.D., Anngela Williams /**Absent:** Reginald C. Blue, Ph.D., Bob Fowler, Ph.D., Harvey Snider, Ericka Thoms

Board Staff Present: William M. Denihan, C.E.O., Kevin Berg, Ada Cancel, Vivian Catchings-El, Danei Chavez, Cindy Chaytor, John Coleman, Christina Delos Reyes, M.D., Michael Doud, Rose Fini, Cheryl Fratalone, John Garrity, Lisa Griffith, Valeria Harper, Myra Henderson, Carol Krajewski, Linda Lamp, Chris Morgan, Michelle Myers, Esmat Nasr, Scott Osiecki, Yancey Quinn, Cassandra Richardson, Michael Scherer, Starlette Sizemore-Rice, Linda Torbert

1. APPROVAL OF MINUTES

The Planning and Oversight Committee minutes of November 10, 2010, were approved as written.

2. REQUEST FOR INFORMATION (RFI) PROCESS FOR FY2012 BUDGET

Mr. Denihan presented a request to issue an RFI for Non-Medicaid funded Behavioral Health Services during Fiscal Year 2012. He noted that proposals received from local behavioral health care providers will assist in determining funding of Non-Medicaid services during this time period.

Committee members were informed that a 120-day notice would be issued to providers soon as a means to prepare for possible budget funding cuts. The proposed RFI Time Schedule was reviewed. Mr. Denihan noted that all RFI's will need to be returned by March 2, 2011, by 4:00 p.m., that no responses received after the deadline will be considered, and that no new contracts will be accepted. Discussion followed; a motion for approval was entertained.

Motion to recommend approval of issuing a Request for Information Process for the FY2012 Budget to the Finance & Operations Committee. MOTION: R. Kemm / SECOND: E. Lawrence / AYES: R. Kemm, E. Lawrence, C. Noble, M. Step, A. Williams / NAYS: None / **Motion passed.**

3. BEHAVIORAL HEALTH / JUVENILE JUSTICE (BH/JJ) PROGRAM AMENDMENT

Mr. Kevin Berg, Children's Program Specialist, noted that the BH/JJ program amendment does not request any additional funds but requests the expansion of the scope of service provision. As a result of the continuous assessment of the BH/JJ program, it was determined that Bellefaire Jewish Children's Bureau's Co-Occurring Treatment Program, with residential treatment, would serve as a supportive component to the BH/JJ project. Consequently, Board staff recommended amending the Bellefaire JCB contract to include Integrated Co-Occurring Treatment (ICT) residential treatment.

Motion to recommend approval of Behavioral Health/Juvenile Justice Program Amendment to the full Board. MOTION: M. Step / SECOND: A. Williams / AYES: R. Kemm, E. Lawrence, C. Noble, M. Step, A. Williams / NAYS: None / **Motion passed.**

4. COMMUNITY PLAN (2012 THROUGH 2013)

Mr. Denihan explained that an annual Community Plan, required by ODMH and ODADAS, serves as an application to draw down state funds. To date, our draft plan highlights the Board's accomplishments for this past year, identifies the Board's priorities and acknowledges the need for additional funding in several areas. A power point presentation was presented by Valeria Harper that featured the key responses provided to the twenty-five questions in the Community Plan. (A hard copy of the presentation is attached to the original minutes stored in the Executive Unit.)

Motion to recommend approval of the Community Plan (2012 through 2013) to the full Board.

MOTION: R. Kemm / SECOND: M. Step / AYES: R. Kemm, E. Lawrence, C. Noble, M. Step, A. Williams
NAYS: None / **Motion passed.**

5. CULTURE OF QUALITY PEER CERTIFICATION *(For Information Only)*

Dr. Garrity explained that the Culture of Quality Program was developed by OACHBA and its member Boards to improve the quality of statutorily mandated functions of county Boards, increase accountability while preserving flexibility for Boards to be responsive to the needs of their respective constituencies. Objectives of the program include:

- Establishing state-wide Board standards – 142 standards were developed after careful review of Federal & State Laws & rules and regulations
- Implementing a Peer Certification Process (e.g. The ADAMHS Board anticipates participating in a Peer Certification Survey in the spring.)
- Identifying & creating resources.

6. POLICY REVIEW

Ms. Fini presented six (6) policies to the committee. She explained that all, except the Waiting List Policy, represent policies which address the standards and regulations identified in the Culture of Quality Peer Certification process.

- **EXPENDITURES OF PUBLIC FUNDS FOR A PROPER PUBLIC PURPOSE**

Purpose: To establish guidelines for the ADAMHS BOARD of Cuyahoga County's purchases that advance a proper public purpose and to address the reimbursement of Board members for actual and necessary expenses incurred in the performance of their official duties.

- **MEDICAID ASSURANCE POLICY**

Purpose: To specifically delineate the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County's (ADAMHS Board) compliance with Medicaid provisions.

- **NON-DISCRIMINATION & CULTURAL COMPETENCE POLICY**

Purpose: To clearly state the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County's (ADAMHS Board) compliance with all non-discrimination rules, regulations and statutes, and to affirmatively promote the development of a culturally competent public alcohol, drug addiction and mental health system in Cuyahoga County.

- **OPEN MEETING ACT**

Purpose: To notify the public of all public meetings of the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County (ADAMHS Board) in compliance with Ohio Revised Code §121.22.

- **WAITING LIST MANAGEMENT POLICY**

Purpose: To ensure that Adults and Adolescent clients have the ability to access services within a specific and reasonable period of time and to assist providers in maintaining appropriate referral and waiting list procedures in accordance with Ohio Department of Alcohol and Drug Addiction Services (ODADAS) Treatment Standards, ADAMHS Board Waiting List Management Policy and Substance Abuse Prevention and Treatment (SAPT) mandates.

- **WHISTLEBLOWER PROTECTION POLICY**

Purpose: To ensure the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County's (ADAMHS Board) compliance with employees' rights to report violations of state and federal law and to prohibit retaliatory conduct.

[Rick Kemm excused himself from the meeting.]

Input generated from Policy Review:

- RE: Non-Discrimination & Cultural Competence Policy - Dr. Step advocated for an openness and awareness of population shifts and changes within our communities.
- RE: Waiting List Management Policy - CAD President, Mr. Nosek suggested defining the age of an adolescent.

Motion to recommend approval of the six policy statements (listed above) for consideration by the full Board. MOTION: C. Noble / SECOND: M. Step / AYES: E. Lawrence, C. Noble, M. Step, A. Williams / NAYS: None
Motion passed.

7. FUTURE TOPICS FOR PLANNING & OVERSIGHT COMMITTEE

- Presentation by Detoxification Program Providers - February
- Significant importance of art / music therapy, physical fitness & nutrition to the recovery process
- Violence issues (bullying, domestic violence)

8. NEW BUSINESS

- On Tuesday, January 25th, Board members are invited to participate and meet with state legislators in Columbus as part of OACBHA's Legislative Day. Mr. Osiecki is organizing the effort and can be contacted for details or questions.
- Mr. Denihan reminded committee members that a scheduled Site Visit of a permanent supporting housing project has been made for Monday, January 31st beginning at 1:45 pm. at South Pointe Commons on W. 25th Street adjacent to MetroHealth Hospital. All Board of Directors are invited; RSVP's should go to Ms. Krajewski.

There being no further business, the meeting adjourned at 5:40 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: Pythias D. Jones, M.D., Planning & Oversight Committee Chair