

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

GENERAL MEETING MINUTES

October 27, 2010

Board of Directors Present:

Rev. Charlotte Still Noble, Chair	Rev. Benjamin F. Gohlstin, Sr.
David E. Biegel, Ph.D.	Pythias D. Jones, M.D.
Reginald C. Blue, Ph.D.	Rick A. Kemm, MNO
Pastor Charles E. Brown	Harvey A. Snider
Eugenia Cash	Ericka Thoms
Marc G. Crosby	Mary R. Warr
Richard A. Folbert	Anngela Williams
William M. Denihan, Chief Executive Officer	

Absent: Tatiana Falcone, M.D.; J. Robert Fowler, Ph.D., J. Richard Romaniuk, Ph.D.

ADAMHS Board Staff Present:

Cindy Chaytor, Christina Delos Reyes, M.D., Rose Fini, Tami Fischer, Cheryl Fratalone, Dr. John Garrity, Valeria Harper, Lisa Griffith, Carol Krajewski, Scott Osiecki, Ralph Piatak, Yancey Quinn, Cassandra Richardson, Starlette Sizemore-Rice, Linda Torbert

1. CALL TO ORDER

Chairperson Charlotte Noble called the General Meeting of the ADAMHS Board of Cuyahoga County to order at 4:05 p.m. and specifically welcomed Richard Folbert, newly appointed Board member, and Rev. Gohlstin, returning to ADAMHS Board service after a medical leave. No input on agenda items from audience members was received.

2. OATH OF OFFICE

Rev. Noble thanked Barbara R. Marburger, Assistant Prosecuting Attorney, from the Office of William D. Mason, for returning to the ADAMHS Board to administer the Oath of Office to state appointment: Richard A. Folbert. Mr. Folbert was sworn in as an ADAMHS Board of Director and asked by Ms. Marburger to sign the Oath of Office document and Conflict of Interest statement.

3. APPROVAL OF MINUTES

One minor correction was noted on page 6 of the 9/29/10 General Meeting minutes with regard to the name and title of the individual being considered to work with review team around the C.E.O. evaluation process. The minutes were approved as amended.

4. PLANNING AND OVERSIGHT (P&O) COMMITTEE REPORT

P&O Committee Chair, Dr. Pythias Jones, reported that the P&O Committee met on 10/13/10. After the committee mission statement was read, the minutes of 9/15/10 meeting were approved. The following topics were presented:

- **CLIENTS RIGHTS ANNUAL REPORT**- *The Clients Rights Annual Summary for FY2010 was presented by Craig Fallon, Consumer Relations Specialist, Judy Jackson-Winston, Clients Rights Officer and Rose Fini, Director of Legal Affairs. A power point presentation was used to highlight areas of the report, which has since been mailed to all Board of Directors. Presenters fielded questions from committee members who were very impressed with the comprehensiveness of the report and data collected.*
- **MENTAL HEALTH INITIATIVE SUMMARY REPORT**- *A report was received on the three initiatives/components related to the Non-Medicaid Summary Report:*
 - a. *Central Intake Pilot Project (CIPP) Phase I (from January 4, 2010 to July 4, 2010) was undertaken on a voluntary basis by provider agencies in partnership with the Board without using extra funding.*
 - b. *Agency Non-Medicaid Reviews – two occurred in FY10 (in December 2009 and May 2010)*
 - c. *Service Benefit Package – while significant work has been done; this component needs additional work.*

Details regarding these three initiatives are included in the Non-Medicaid Initiatives Executive Summary attached to Resolution No. 10-10-01 recommended for approval by the P&O Committee to the full Board.

- **REQUEST FOR PROPOSAL FOR RECOMMENDATION OF CENTRAL INTAKE PROVIDER (SCALE) (Screening, Centralized Assessment, Levels of care assignment, Engagement with treatment) PROGRAM** *Funding for Centralized Intake and Assessment for adult Non-Medicaid clients assessing mental health services is needed for implementation. The P&O Committee recommended to the Finance & Operations Committee approval of Connections: Health, Wellness and Advocacy as the provider to implement S.C.A.L.E.*
- **FAMILY CENTERED SERVICES & SUPPORTS (FCSS) REPORT-** *The Family Centered Services & Support (FCSS) initiative is supported through grant funded dollars earmarked for local boards to provide wraparound services for youth. The P&O Committee recommended to the Finance & Operations Committee approval to accept the funds from the Family & Children First Council and for their allocation to the Positive Education Program.*
- **COMMUNITY PLAN UPDATE** - *Ms. Harper reported that Community Plan Guidelines were received on Sept. 29, 2010 from ODMH and ODADAS with a submission deadline of 12/30/10. There are 25 questions in the plan. The Board will need to solicit information from providers to complete it. Board staff is requesting consideration to have the Community Plan submitted in February to allow for the Board of Director's Resolution and budget information to be submitted as of 2/1/10.*
- **MENTAL HEALTH HOSPITAL** - *Progress with the new mental health hospital in Cleveland has stalled due to the state's concern regarding contaminated water running under the property. Mr. Denihan is hopeful that an agreement can be reached between the state and the EPA in order to proceed with the project.*
- **FUTURE TOPICS FOR P&O COMMITTEE:** *1) Homeless Services in Cuyahoga County, 2) Wait List Policy; 3) Appropriate Topics for P&O Committee.*
- **OLD/NEW BUSINESS**
 - 1) *Dr. Garrity informed P&O Committee members that a 2-year grant from the U.S. Department of Justice, Bureau of Justice Assistance through its Second Chance Act (targeting offenders with co-occurring disorders) was recently received.*
 - 2) *Mr. Denihan updated committee members on the Auditor's Special Audit Report Findings regarding Bridgeway, Inc. as well as the Board member's response. Dr. Jones noted that audit report findings were also e-mailed to all Board members for their information. The meeting adjourned at 5:50 p.m.*

RESOLUTION NO. 10-10-01

APPROVAL OF MENTAL HEALTH NON-MEDICAID INITIATIVE RECOMMENDATIONS

Ms. Warr thanked those agencies that participated in the Central Intake Pilot Project. She appreciated the report, the recognition of issues, and the collaborative approach between Board staff and agencies around the initiatives.

Motion to approve Resolution No. 10-10-01. MOTION: M. Warr / SECOND: R. Kemm / AYES: D. Biegel, R. Blue, C. Brown, E. Cash, M. Crosby, P. Jones, R. Kemm, H. Snider, E. Thoms, M. Warr, A. Williams / NAYS: None ABSTAIN: B. Gohlstin, R. Folbert / **Motion passed.**

POLICY REVIEW - Rev. Noble presented the following two policies for their second reading on 10/27/10:

- **NOTIFICATION AND REVIEW OF REPORTABLE INCIDENTS & MUIs**
Purpose: To assist contract service providers, Ohio Department of Mental Health (ODMH) licensed residential care facilities (RCFs) and licensed adult care facilities (ACFs) in recognizing and reporting incidents and events that they are required to report to the ADAMHS Board of Cuyahoga County and other entities. To define the ADAMHS BOARD activities of reviewing such reports as within the scope of the ADAMHS BOARD's performance improvement process and to define the ADAMHS BOARD's responsibilities to report and investigate incidents.

Motion to approve policy statement, Notification and Review of Reportable Incident & MUI's. MOTION: P. Jones / SECOND: E. Thoms / AYES: D. Biegel, R. Blue, C. Brown, E. Cash, M. Crosby, P. Jones, R. Kemm, H. Snider, E. Thoms, M. Warr, A. Williams / NAYS: None / ABSTAIN: B. Gohlstin, R. Folbert / **Motion passed.**

• **GUIDELINES FOR DETOXIFICATION SERVICES FUNDED WITH NON-MEDICAID DOLLARS**

Purpose: To establish guidelines for the use of non-Medicaid funds for clients in need of detoxification services.

Dr. Biegel noted his concern with this policy and read a statement for the record. An excerpt follows (the entire statement is attached to the original minutes stored in the Executive Unit). "I cannot support this policy statement. I believe that this policy conflicts with the recognition that alcoholism is a disease and is therefore a public health problem. By adopting this policy, in my view, we are adding to the stigma of alcoholism by punishing individuals for their failure to seek ongoing treatment after detoxification. Many people seeking detoxification are not seeking recovery, they are seeking relief of their medical condition of intoxication."

Motion to approve policy statement, Guidelines for Detoxification Services Funded with Non-Medicaid Dollars. MOTION: E. Thoms / SECOND: E. Cash / AYES: R. Blue, C. Brown, E. Cash, P. Jones, R. Kemm, E. Thoms / NAYS: D. Biegel, M. Crosby, H. Snider, M. Warr, A. Williams / ABSTAIN: B. Gohlstin, R. Folbert / AYES - 6, NAYS - 5; ABSTENTIONS – 2; **Motion carried.**

Mr. Denihan asked to meet with Dr. Biegel after the General Meeting to address his comments further. Mr. Denihan explained that that three known providers came to the ADAMHS Board and asked for help in developing a policy to deal with those individuals who have had more than one detox in a year's time others in need of detoxification services are on a waiting list. Mr. Denihan noted that this would be a non-issue if we had the appropriate funding. The proposed policy will give preference to a person on the waiting list who has never had treatment over a person who has had detoxification services within the year. Mr. Denihan noted that Board staff will meet with Dr. Biegel to address the concerns expressed and report back on the outcome of the discussions.

5. FINANCE AND OPERATIONS COMMITTEE REPORT

Pastor Brown, Committee Chair, reported that the Finance & Operations Committee met on 10/20/10 and thanked Ms. Warr for chairing the September Finance & Operations Committee meeting while he was out of the country.

CONSENT AGENDA - (Resolution Nos. 10-10-03 through 10-10-06)

RESOLUTION NO. 10-10-03, ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER ON VOUCHERS PROCESSED FOR PAYMENT DURING SEPTEMBER 2010

RESOLUTION NO. 10-10-04, APPROVAL AND RATIFICATION OF INTERAGENCY AGREEMENTS:

- ◇ Notice of Award from the Ohio Rehabilitation Services Commission (RSC) – Pass Through Funds for Vocational, Rehabilitation, Private and Public Partnership & Match Funding for: Pathway II Project Vocational Services: Spectrum of Supportive Services & Jewish Family Service Association
- ◇ Board of County Commission: Family & Children First Council - Family Centered Services and Supports (FCSS): PEP
- ◇ Second Chance Act: Bureau of Justice Assistance Grant (BJA) for Community Assessment and Treatment Services (CATS)

RESOLUTION NO. 10-10-05, APPROVAL OF SERVICE PROVIDER CONTRACTS:

- ◇ Notice of Award from the Ohio Rehabilitation Services Commission (RSC) – Pass Through Funds for Vocational, Rehabilitation, Private and Public Partnership & Match Funding for: Pathway II Project Vocational Services: Spectrum of Supportive Services & Jewish Family Service Association.
- ◇ Board of County Commission: Family & Children First Council - Family Centered Services and Supports (FCSS): Positive Education Program
- ◇ Second Chance Act: Bureau of Justice Assistance Grant (BJA) for Community Assessment and Treatment Services (CATS)
- ◇ ODADAS: Access to Recovery Program – Oriana House

RESOLUTION NO. 10-10-06, APPROVAL OR RATIFICATION OF OPERATIONAL AGREEMENTS:

- ◇ IMPACT Solutions - Drug Free Workplace Training / Health & Safety Consequences of Alcohol and Drug Abuse
- ◇ Your Teen Magazine – Agreement for Suicide Prevention Advertising
- ◇ Simon's Construction, LCC – Structural Repairs & Painting of Links East

Motion to approve the Consent Agenda (Res. Nos. 10-10-03 through 10-10-06). MOTION: B. Gohlstin
 SECOND: D. Biegel / AYES: D. Biegel, R. Blue, C. Brown, E. Cash, M. Crosby, B. Gohlstin, P. Jones, R. Kemm,
 H. Snider, E. Thoms, M. Warr, A. Williams / NAYS: None / ABSTAIN: R. Folbert / **Motion passed.**

8. EXECUTIVE COMMITTEE REPORT

Rev. Noble reported that the Executive Committee met earlier on 10/27/10 for the first time since June. The C.E.O. Performance Review Team consisting of Eugenia Cash, Bob Fowler and Charlotte Noble completed the evaluation process for the Chief Executive Officer for his first year as CEO of the ADAMHS Board of Cuyahoga County although the process was long and thorough (the review team met with Mr. Denihan 4-5 times). Rev. Noble noted that Mr. Denihan had previously shared with all Board members his FY2011 Goals.

The outcome of the performance review was overwhelmingly appreciative of Mr. Denihan's leadership and accomplishments. The performance review team found that Mr. Denihan earned 97 points out of 100. Ms. Cash added that the process was very thorough and transparent. She was impressed with the data/charts shared by the Chief Executive in answer to their questions.

Rev. Noble and Ms. Cash noted that the Executive Committee intends to bring to the full Board, later this fiscal year, a simplified performance evaluation tool. The review team found the tool developed during the consolidation process to be redundant in several categories.

The recommendation being proposed from the Executive Committee is to modify the C.E.O.'s contract to include five weeks of vacation leave--an increase from the current four weeks. The intent of this action is to make it retroactive to 7/1/10 since the performance evaluation was slated to be finished by this date. Rev. Noble noted that this amount of vacation time was the norm for the Director of the former ADAS Board, is comparable to other counterparts across the state, and is well deserved by our C.E.O. and ADAMHS Board staff members.

- **RESOLUTION NO. 10-10-07
 COMPLETION OF C.E.O. PERFORMANCE EVALUATION AND MODIFICATION**

Motion to approve Resolution No. 10-10-07. MOTION: B. Gohlstin / SECOND: E. Thoms
 AYES: D. Biegel, R. Blue, C. Brown, E. Cash, M. Crosby, B. Gohlstin, P. Jones, R. Kemm, H. Snider, E. Thoms,
 M. Warr, A. Williams / NAYS: None / ABSTAIN: R. Folbert / **Motion passed.**

The Chair was pleased to read a beautiful note received by the Board of Directors & Board staff. It read, "Your prayers and warmest thoughts were needed and appreciated. May God's richest and warmest blessings be upon you all." - *Rev. Benjamin F. Gohlstin, Sr.*

Rev. Noble asked new Board member, Richard Folbert, if he would like to share something about himself to those in attendance. Richard noted that he has been in the mental health system since 1980. He is celebrating the last eight years of solid recovery. He credits the S.H.A.P.E. organizations which helped him tremendously. He is very grateful and hopes to serve the Board to the best of his capabilities. On behalf of the full Board, Rev. Noble extended a warm welcome to Mr. Folbert.

Rev. Noble extended an invitation to a Thanksgiving Open House hosted by her husband and herself for anyone who would like to join them on this holiday.

9. CHIEF EXECUTIVE OFFICER'S REPORT

Chief Denihan reported on items featured in the CEO Headliners, October 27, 2010 (see issue attached to minutes).

- Mr. Denihan expressed his gratitude for the Board's confidence in his position of C.E.O. and was respectful of the performance review process.
- Chief Denihan noted that the Appreciative Inquiry Summit attended by all staff (held on October 21-22, 2010) brought a new sense of vitality, energy and commitment to the organization. Staff present at the General Meeting were asked to stand and be recognized. The theme of the summit was: "Embracing and Energizing Talent and Financial Resources for Vibrant Futures that Value and Achieve Unity, Respect, Quality and a Shared Vision of Systemic Excellence." The outcome of the summit was the development of work groups to focus on:
 - Advocacy
 - Enhancing Consumer Relations
 - Enhancing Provider Relations & Effectiveness
 - Enhancing Staff Environment
 - Enhancing Internal Communications
 - Enhancing Information Technology and Data Use
 - Simplifying Board processes
- Mr. Denihan highlighted the Calendar Year 2011 County funding developments listed on page 1 of the CEO Headliners issue attached. An additional reduction of the County suggested that the ADAMHS Board consider including five furlough days for Board staff. Mr. Denihan stated for the record that he does not agree with this suggestion and will not implement it as Board staff has not had an increase in two years and the organization reduced its administrative costs through the consolidation by reducing staffing from 100 full time staff to 65. The \$70,000 will be cut in different areas of the Board's operating budget.
- Mr. Denihan referenced the recent front page article that appeared in the Columbus Dispatch entitled, "An Illusion of Treatment" and noted that we, on the local level, should echo this stance with the lack of funding with our new county government.
- The Special Auditor's Report regarding Bridgeway, Inc. the former fiscal agent for consumer operated organizations was shared with both the Planning & Oversight Committee and the Finance & Operations Committee. The written audit summary report was shared with all Board of Directors via e-mail.

10. OLD/NEW BUSINESS

The Chair noted that the November Board meeting schedule is going to be slightly different. Rather than convene the General Meeting the evening before Thanksgiving Day, the decision was made to hold the General Meeting on the 3rd Wednesday immediately after the Finance & Operations Committee meeting on 11/17/10. Consequently, the Finance & Operations Committee will meet on Wednesday, November 17th at 4:00 PM and the General Meeting will convene that same day at 5:00 PM.

11. AUDIENCE INPUT - None

There being no further business, the Chair adjourned the meeting at 5:00 p.m.

Submitted by: Carol Krajewski, Executive Specialist

Approved by: _____
Rev. Charlotte Still Noble, Chair, ADAMHS Board of Cuyahoga County