

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

**FINANCE & OPERATIONS COMMITTEE MINUTES**

**JULY 15, 2020**

**Committee Members Present:** Steve Killpack, MS, Committee Chair, Ashwani Bhardwaj, J. Robert Fowler, Ph.D., Sharon Rosenbaum, MBA, Harvey A. Snider, Esq. / **Absent:** Rev. Benjamin F. Gohlstin, Sr.

**Board Staff Present:** Scott Osiecki, Chief Executive Officer, Carole Ballard, Christina Bohuslawsky-Brown, Curtis Couch, Tami Fischer, Cheryl Fratalone, Madison Greenspan, Felicia Harrison, Esther Hazlett, Bill Hebble, Kelli Perk, Linda Lamp, Allison Schaefer, Starlette Sizemore-Rice, Larry Smith, Jr., Maggie Tolbert

**1. Call to Order**

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

**2. Board Member Attendance Roll Call**

Due to the current public health orders surrounding COVID-19, and the Board's commitment to ensuring the health and safety of our Board members, staff, partners, and stakeholders, the Finance & Operations Committee meeting was held via a Zoom meeting. To assure a quorum, Ms. Linda Lamp, Executive Assistant, completed the Board member attendance roll call.

**3. Approval of Minutes**

The Finance & Operations Committee minutes from June 17, 2020 were approved as submitted.

**4. Finance Reports – June 2020**

Ms. Felicia Harrison, Chief Financial Officer, reported on the Voucher and Expenditure Report for June 2020. She indicated that relative to the Administrative Budget for the month of June, expenses were \$492,331. The Board's total administrative expenses through the end of June was \$2,546,757, which is roughly 42.63% of the total Administrative budget that was approved for CY2020. She reported that six months of the year would be approximately 50%, which indicates the Administrative Budget is underbudget.

In June, the Board received revenues of \$1,701,308. The Board's total revenue received through the end of June was \$55,742,850. The Board's expenditures for the month of June was \$7,805,508. The Board's total expenditures through the end of June was \$28,437,371.

Ms. Harrison reported that the County is starting to catch up a little bit in terms of processing the Board's expenses due to two months of expenses being processed in June. As a result, the Board is hoping that the County will be caught up in the near future with processing expenses.

**Motion to recommend approval of the Board Voucher and Expenditure Reports for June 2020 to the full Board.**

MOTION: S. Rosenbaum / SECOND: R. Fowler / AYES: A. Bhardwaj, R. Fowler, S. Killpack, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

**5. Calendar Year (CY) 2021 Budget Discussion**

Mr. Scott Osiecki, Chief Executive Officer, shared information about the approved State Budget and its impact on behavioral health. He reported that the Board has not received a lot of reductions directly, but decisions are still being made regarding a number of budget items. However, decisions have been made regarding program funding reductions relative to pass through allocations earmarked for specific provider agencies.

Mr. Osiecki reported that Cuyahoga County has not provided any details regarding the status of the Board's funding. Presently, the Board is not aware of the status of the additional \$5 million that was allocated to the Board upon of the passage of the Health and Human Services Levy. As a result of these variables, staff is recommending provider agency contract

extensions for CY2021 based upon availability of funds; in addition to this being the last year of a two year budget with Cuyahoga County. Hence, upon County budget allocations for CY2022 and CY2023, the Board would provide two year contracting with provider agencies and be on a two year matching budget cycle with Cuyahoga County. Mr. Osiecki highlighted that some provider agencies have expressed an interest with being on the same budget cycle as Cuyahoga County for planning purposes. Provider agencies would still need to submit program reports and budgetary information on a regular basis for Board staff review. Additionally, when program reviews provide less than favorable evaluation/outcome data, future funding decisions will be made regarding the program in question.

Mr. Osiecki reported that Board staff are hoping to start the CY2021 provider agency budget process this September for Board review in October and final funding decisions during the November Board meeting cycle. Due to COVID-19, Mr. Osiecki indicated that provider agencies realize that program funding cuts may be forthcoming. However, Ms. Harrison reported that if Cuyahoga County administers funding cuts, the Board has reserves available to continue funding provider agencies at the same level as CY2020.

Mr. Osiecki also reported that the Board has been assisting provider agencies financially, especially those agencies that provide prevention services; and indicated that provider agency COVID-19 emergency funding requests have been fulfilled.

## 6. Contracts

- o Ms. Harrison highlighted agenda process sheets for agreements listed below, answered questions, and provided clarification for committee members.
  - a) United States Department of Health and Human Services (US DHHS) Substance Abuse and Mental Health Services Administration (SAMHSA) Center for Mental Health Services (CMHS) Jail Diversion Grant – \$330,000
    - FrontLine Service - \$260,340
    - Case Western Reserve University (CWRU) Begun Center - \$66,000

Ms. Harrison reported that the CIT P.L.U.S. Jail Diversion Pilot Project provides referral/linkage and support services to persons in crisis who are diverted from jail by using alternative resources such as the Crisis Stabilization Unit. Mental Health staff as well as Peer Support staff from FrontLine Service work collaboratively with Crisis Intervention Team (CIT) Officers. The Board contracts with the Case Western Reserve University's (CWRU's) Begun Center for Violence Prevention, Research and Education for federally required evaluation and performance assessment services.

- b) State Opioid Response (SOR) Grants Additional Board Training Opportunities
  - Various Trainers/Presenters - \$15,290

Ms. Harrison noted that a series of online trainings will be offered to providers currently contracted by the ADAMHS Board to deliver services funded by SOR dollars. Topics will include: Cultural Competency; Compassion Fatigue; Social Modeling of Recovery Housing with Medication Assisted Treatment (MAT); Opioid Treatment in the COVID-19 Era; Suicide Prevention Among Opioid Use Disorder (OUD) Clients; Minority Community Addiction: Tomorrow, Today and Yesterday (4 part series); Integrated Treatment; and Motivational Interviewing to Engage the Reluctant Client.

- c) Enhancement of Crisis/Information/Referral/Support Hotline with SAMHSA Emergency COVID-19 Funds
  - FrontLine Service - \$51,563.83

FrontLine Service will expand Cuyahoga County's 24-Hour Suicide Prevention, Mental Health and Addiction Crisis/Information/Referral Hotline: 216-623-6888, by hiring a new staff member to assist in answering calls and screening individuals utilizing the Screening, Brief Intervention and Referral to Treatment (SBIRT) tool to identify and direct individuals impacted by COVID-19 to the appropriate levels of care.

Each collaborative will receive \$309,383 of this award from the Ohio Department of Mental Health and Addiction Services (OhioMHAS). The Northeast Ohio (NEO) Collaborative includes Cuyahoga, Lorain, Lake, Geauga, Ashtabula and Summit Counties. The ADAMHS Board of Cuyahoga County is the fiscal agent for the NEO

Collaborative. The ADAMHS Board of Cuyahoga County's share of these funds is \$51,563.83. OhioMHAS will distribute the SAMHSA COVID-19 funding on a quarterly basis.

- d) Ohio Department of Mental Health and Addiction Services (OhioMHAS): K-12 Prevention Education Initiatives – \$1,572,359

Ms. Harrison reported that the ADAMHS Board has worked with each district to distribute funds after engaging in a planning process with contributions from all willing community partners including ADAMH Boards, school districts, Educational Service Centers, community-based providers of prevention services, and law enforcement to enhance existing or established partnerships and engage new partners in the work. Partners will work together to support districts in their investment and commitment to prevention services and to welcome other community partners into the collaboration to support service delivery in schools.

- e) OhioMHAS: System of Care Treatment & Recovery Services for Youth (System of Care) – \$215,796
- Catholic Charities - \$88,296
  - OhioGuidestone - \$127,500

The System of Care Program is a collaborative effort between OhioMHAS and the Ohio Department of Youth Services (ODYS) to provide continuity of care coordination and linkage for youth and young-adults ages 14 to 25 re-entering the community from juvenile correctional institutions or other out-of-home placements.

- f) OhioMHAS: Behavioral Health/Criminal Justice (BH/CJ) Linkages Program
- Recovery Resources - \$83,333

Recovery Resources received Behavioral Health Criminal Justice (BHCJ) funding for SFY2020 to provide services to inmates diagnosed with Severe Mental Illness, Substance Use Disorders, or co-occurring disorders. This program and funding will continue in SFY2021. Recovery Resources will be awarded \$83,333 to provide the services with OhioMHAS funding through June 30, 2021.

- g) OhioMHAS: Forensic Services - Pass Through Funds – \$194,406
- Recovery Resources - \$72,406
  - Cuyahoga County Court Psychiatric Clinic - \$122,000

Ms. Harrison reported that the OhioMHAS pass-through funding provides for the facilitation of Second Opinion Evaluations by the Cuyahoga County Court Psychiatric Clinic for persons found Not Guilty by Reason of Insanity who are hospitalized at Northcoast Behavioral Healthcare (NBH) and determined discharge Ready. Recovery Resources serves as the Forensic Monitor in Cuyahoga County for the purpose of providing intensive community support services for persons found Not Guilty by Reason of Insanity and granted Conditional Release.

- h) OhioMHAS: Problem Gambling Treatment and Prevention - Casino Grant - Pass Through Funds
- Recovery Resources - \$207,608

Funding from OhioMHAS is utilized to support the continued growth and expansion of prevention and treatment services for problem and pathological gamblers in Cuyahoga County.

- i) OhioMHAS: Specialized Docket Support – Payroll Subsidy – \$380,000
- Cleveland Municipal Court - \$180,000
  - Cuyahoga County Common Pleas Court - \$120,000
  - Cuyahoga County Common Pleas Court-Juvenile Division - \$40,000
  - South Euclid Municipal Court - \$40,000

Due to the elimination of the Juvenile Mental Health Court, OhioMHAS FY2021 pass-through funding for this program was reduced by \$30,000 from last year. The primary legislative intent of these funds is to assist courts with their payroll costs for specialized docket staff.

- j) OhioMHAS: Substance Abuse Prevention and Treatment (SAPT) Services - Pass Through Funds – \$2,529,838

OhioMHAS FY2021 pass-through funding for these services was reduced \$192,864 between two programs; Recovery Resources' Women's Program and Signature Health's Women's Program.

Mr. Osiecki highlighted that the OhioMHAS pass through funding for various programs contain metrics that were established by OhioMHAS. Mr. Larry Smith, Jr., Director of Programs, concurred.

**Motion to recommend approval of Contracts (as listed above) to the full Board.**

MOTION: S. Rosenbaum / SECOND: H. Snider / AYES: A. Bhardwaj, R. Fowler, S. Killpack, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

**7. Contract Amendments**

- a) Amendment to Resolution No. 19-11-08, Community Action Against Addiction (CAAA) Recovery Housing for Men – Reduction of \$155,105

Ms. Harrison reported that Resolution No. 19-11-08 provided funding to Community Action Against Addiction (CAAA) for Recovery Housing for men. CAAA informed the ADAMHS Board that it is not financially feasible for them to continue operating the Recovery Housing for Men program and informed us that they are discontinuing this program. As a result of CAAA's decision to close the Recovery Housing for Men program, the ADAMHS Board is amending their contract to reflect this change. The Recovery Housing program was set up to be billed through the Great Office Solution Helper (GOSH) system. To date, no funds have been billed through GOSH for this program for the contracted CY2020.

- b) Amendment to Resolution No. 19-11-08, Crawford Recovery House Transfer – \$25,000

Ms. Harrison reported that Jonathan Lee, Chief Executive Officer of Signature Health, Inc. informed the ADAMHS Board that they were interested in donating Crawford House to a qualified and interested Recovery Housing provider who would maintain the residence and continue to operate it as a Recovery Home. After some research, Mr. Lee decided to donate Crawford House to I'm In Transition to add to their network of Recovery Homes. I'm In Transition welcomed Signature Health, Inc.'s offer and agreed to take over Crawford House July 1, 2020. The transfer of the Crawford House contract for services from Signature Health, Inc. to I'm In Transition will allow for this important recovery resource to continue to provide men in early recovery a safe and supportive place to maintain recovery before transitioning back into the community.

**Motion to recommend approval of Contract Amendments (as listed above) to the full Board.**

MOTION: H. Snider / SECOND: S. Rosenbaum / AYES: A. Bhardwaj, R. Fowler, S. Killpack, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

**8. Identify Consent Agenda**

Mr. Killpack recommended including the June 2020 Finance Reports, Contracts and Contract Amendments into the Consent Agenda to be recommended for approval to the full Board.

**9. New Business**

Mr. Snider requested that Mr. Osiecki provide an update at the General Meeting regarding the provision of services during COVID-19 by ADAMHS Board provider agencies.

***There being no further business, the meeting adjourned at 4:43 p.m.***

***Submitted by: Linda Lamp, Executive Assistant***

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