

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

COMMITTEE OF THE WHOLE MEETING MINUTES
NOVEMBER 13, 2019

PRESENT: Rev. Benjamin F. Gohlstin, Sr., Board Chair, Reginald C. Blue, Ph.D., Gregory X. Boehm, M.D., Elsie Caraballo, Katie Kern-Pilch, ATR-BC, LPC-S, Steve Killpack, MS, Rev. Max M. Rodas, MA, Sharon Rosenbaum, MBA, Harvey A. Snider, Esq., Mary M. Step, Ph.D.

ABSENT: Crystal L. Bryant, Esq., MS, LSW, Erskine Cade, MBA, J. Robert Fowler, Ph.D., Gwendolyn A. Howard, LSW, MSSA

BOARD STAFF PRESENT: Scott Osiecki, Chief Executive Officer, Carole Ballard, Curtis Couch, Tami Fischer, Madison Greenspan, Felicia Harrison, Esther Hazlett, Myra Henderson, Linda Lamp, Kelli Perk, Jacob Rosenbrock, Starlette Sizemore-Rice, Larry Smith, Jr., Maggie Tolbert, Beth Zietlow-DeJesus

1. **CALL TO ORDER / AUDIENCE INPUT**

Board Chair, Rev. Benjamin Gohlstin, Sr., called the Committee of the Whole Meeting to order at 4:00 p.m. in the Ohio Room.

2. **APPROVAL OF MINUTES**

The minutes from the Committee of the Whole Meeting of October 23, 2019 were approved as submitted.

3. **ELECTION OF SECOND VICE CHAIR**

Rev. Gohlstin noted that based upon Ms. Eugenia Cash-Kirkland's resignation from the ADAMHS Board; effective October 31, 2019, an officer vacancy has occurred. As a result, Dr. J. Robert Fowler has been requested to assume the duties of Vice Chair; thus, creating a vacancy with the Second Vice Chair. Existing Board members were polled for their interest with filling the vacancy of Second Vice Chair for the remainder of this term and two prospective Board member candidates were identified; Ms. Katie Kern-Pilch and Ms. Sharon Rosenbaum.

[Reginald C. Blue, Ph.D., arrived at the meeting.]

Rev. Gohlstin requested each prospective Board member candidate to provide a few words regarding their interest in filling the vacancy of Second Vice Chair for the remainder of this term. Based upon the two Board member candidates' brief statements regarding their interest in this vacancy, Board members were requested to cast their ballot for FY2019—FY2020 (July 1, 2019-June 30, 2020) Second Vice Chair. Once all the ballots were cast and counted, the majority of Board members recommended Ms. Katie Kern-Pilch for Second Vice Chair.

Rev. Gohlstin reported that Dr. Mary Step has decided to resign from her position as Board member; effective November 27, 2019. Dr. Step noted that her work responsibilities are increasing and that she lacks the time required to sufficiently prepare and attend Board meetings. She indicated that she appreciated the opportunities for professional development and public service that this position has afforded her for the past ten years. She stated that she has particularly enjoyed her tenure on the Planning and Oversight committee and noted that her fellow Board members are admirably committed to providing compassionate care and support to people in need within Cuyahoga County.

[Gregory X. Boehm, M.D., arrived at the meeting.]

Rev. Gohlstin reported that due to Ms. Cash-Kirkland's resignation; which was effective October 30, 2019, an officer vacancy has occurred on the Planning and Oversight Committee. As a result, Ms. Kern-Pilch, Vice Chair, was requested to assume the position of Committee Chair.

Rev. Gohlstin also noted that two new candidates have been appointed to serve as Board members; and once he has had the opportunity to converse with them, he will make suggestions as to which committees they should serve on.

4. ADVOCACY ACTION AGENDA

- 2019 Review – Ms. Beth Zietlow-DeJesus, Director of External Affairs, highlighted the 2019 Advocacy Action Agenda Review document that listed progress made; all twenty goals were completed and/or are on-going.
- 2020 Draft – The proposed goals for 2020 Advocacy Action Agenda were reviewed. Seven new goals were introduced and identified on the draft. Discussion followed.

Committee Member Input:

- Dr. Step provided accolades regarding the 2020 Draft Advocacy Action Agenda and highlighted the new goal: Support trauma-informed resources and care for peer support specialists, recovery coaches, and first responders to reduce the effects of secondary trauma. She noted that this is the current process for identifying predictors to the outcomes being addressed; and attention needs to be given not only to Adverse Childhood Experiences (ACEs) but also resilience. Ms. Zietlow-DeJesus reported that the ADAMHS Board is working with the Department of Health on the ACEs pilot program, which would fall under this auspice; and clarified that this goal details the provision of self-care and trauma support for first responders.

Motion to recommend acceptance of the 2019 Advocacy Action Agenda review and approval of the 2020 Advocacy Action Agenda to the full Board. MOTION: R. Blue / SECOND: K. Kern-Pilch / AYES: R. Blue, G. Boehm, E. Caraballo, B. Gohlstin, K. Kern-Pilch, S. Killpack, M. Rodas, S. Rosenbaum, H Snider, M. Step / NAYS: None / **Motion passed.**

5. WORKFORCE DEVELOPMENT INITIATIVE: PROGRESS REPORT

Mr. Jeff Johnson, ADAMHS Board Consultant, provided a 60 day status report regarding developing a Strategic Plan for workforce development and implementation in the area of behavioral health, treatment and recovery for provider agencies. He noted that the focus of the Strategic Plan project is defined as the capacity of the current and future behavioral health workforce; while the established goals are to assist provider agencies in strengthening their workforce and meeting the challenges of the changing behavioral health system by increasing retention of staff, reducing staff turnover and expanding available workforce.

Mr. Johnson reported that during this 60 day timeframe, he has researched/reviewed workforce development in the area of behavioral health, treatment and recovery locally and beyond; and met with several ADAMHS Board supported provider agencies and community stakeholders to discuss their experiences, opinions and recommendations regarding workforce. The full report covered highlights from discussions, challenges, action steps done or being considered by providers to respond to staff vacancies, turnover and/or burnout challenges, opinions and recommendations, and limited options for expanding available workforce. (The report is attached to the original minutes stored in the Executive Unit.)

Committee Member Input:

- Ms. Kern-Pilch inquired about the demographics of employees; i.e. age range and education level. Mr. Johnson responded that during his research/review of workforce development in the area of behavioral health and treatment and recovery; demographics and diversity are being utilized to assist with the facilitation of provider agency workforce profiles.
- Mr. Snider noted that Mr. Johnson has received support from Case Western Reserve University (CWRU) and Cleveland State University (CSU) regarding this focus; however, Kent State University (KSU) and The University of Akron (UA) should also be considered as resources to assist Mr. Johnson with the development of a Strategic Plan for workforce development and implementation in the area of behavioral health, treatment and recovery for provider agencies.

Ms. Tami Fischer, Chief Administrative Officer, noted that on September 24, 2019, Ms. Carole Ballard, Director of Education and Training, and she attended a meeting of the Joint Policy and Advocacy Committee with the Mental Health and Addiction Advocacy Coalition (MHAC) in Columbus, Ohio; whereby there were a number of participants from the Governor's office, RecoveryOhio, the Department of Education, and representatives from various licensing boards; i.e. social as well as the nursing board. The agenda included a discussion around the workforce development problem across the State; in addition to promoting efforts around viable solutions to this problem.

In addition to Ms. Fischer's comments, Ms. Ballard reported that the meeting they attended in Columbus included good discussion; with the consensus of working more as a group around viable solutions to this problem, which is not unique to one county, but rather

across the state. Also, rural issues versus urban issues vary slightly due to the lack of available resources. One suggestion raised was merging the accreditation boards; Chemical Dependency and Social Work Boards to maintain a consensus regarding workforce development. She stated that a concern raised included the need for updated curriculum at higher learning institutions to reflect the needs of the community; in addition to ensuring an employer's increased ability around employee orientation and readiness.

Committee Member Input:

- Mr. Snider commended staff and Mr. Johnson around their efforts with providing a comprehensive report. Rev. Gohlstin concurred.

6. FINANCE REPORTS – OCTOBER 2019

Ms. Felicia Harrison, Chief Financial Officer, reported that for the first 10 months of 2019 the Board has spent a total of \$3,883,909 that is roughly 68.37% of the total Administrative budget. She noted that relative to the timeframe involved via percentage, 83.33% of the year, the administrative budget is under the projected amount by 14.96%.

In October, the Board received revenues of \$2,658,336, bringing our total revenue to \$59,738,500 which is approximately 98% of our anticipated revenue for the year as a result of receiving our total County allocation in January 2019. Expenditures for October were \$6,391,888 bringing our total expenses for the first 10 months to \$44,624,432 that is 69.82% of our anticipated expenditures for the calendar year. (The Financial Reports are attached to the original minutes stored in the Executive Unit.)

[Rev. Max M. Rodas left the meeting.]

Motion to recommend approval of the Board Voucher and Expenditure Reports for October 2019 to the full Board. MOTION: E. Caraballo / SECOND: S. Killpack / AYES: R. Blue, G. Boehm, E. Caraballo, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H Snider, M. Step / NAYS: None / **Motion passed.**

7. COMPUTER TECHNOLOGY REFRESH

Mr. Curtis Couch, Chief Technology and Data Analytics Officer, reported that the Board's existing inventory of desktop personal computers (PCs) and monitors are nearing the end of their useful lives. On average, the computers are approximately 4 years old and the monitors are approximately 10 years old. Also, presentations currently rely upon video equipment that was installed in the Ohio Room when the Board moved to its current location. The application of interactive panel technology in the Ohio Room will enable the Board to leverage technology that has been used extensively in the education domain to communicate information and enhance the effectiveness of the Board's training efforts. As a result, the Board would like to purchase 55 new desktop PCs and 73 monitors for staff; two standing desk monitor mounts and a large format, interactive display panel for presentations and trainings conducted in the Ohio Room.

Motion to recommend approval for the purchase of new desktop personal computers (PCs) and monitors for staff, standing desk monitor stands, and large format, interactive panel in an amount not to exceed \$65,635.45 to the full Board. MOTION: S. Rosenbaum / SECOND: R. Blue / AYES: R. Blue, G. Boehm, E. Caraballo, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H Snider, M. Step / NAYS: None / **Motion passed.**

8. CONTRACTS

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

- a) Accepting Corrections Planning Board Funding for a Pilot Mental Health Housing Initiative for Justice Involved Clients - \$1,220,473.50
 - FrontLine Service - \$823,219.50
 - Emerald Development and Economic Network, Inc. (EDEN, Inc.) - \$397,254
- b) State Opioid Response (SOR) – High Risk Families Grant - \$953,852.42
 - Catholic Charities - \$375,764
 - Department of Children and Family Services - \$1,480
 - Mommy and Me, Too! - \$469,376.22
 - Hitchcock Center for Women - \$72,877.20
 - Signature Health - \$34,355

Dr. Step inquired about Mommy and Me, Too!. Ms. Yolanda Green, a representative from Mommy and me, Too!, reported that Mommy and Me, Too! is a non-profit organization whose mission is to provide quality supportive recovery housing for women and their children who have suffered from the effects of alcoholism and addiction. She stated that they provide these families with life skills, recovery support, parenting classes, financial budgeting classes, and clean, safe affordable, recovery housing, to help families reintegrate back in society and remain clean and sober and financially stable.

Ms. Harrison reported that she will provide a budget for this organization at the next scheduled committee meeting.

Ms. Kern-Pilch inquired as to statistical data regarding the number of families that have utilized these services. Ms. Kendra Anderson, Contract Project Manager for Mommy and Me, Too!, reported that 20 to 22 families have been helped through these efforts. She also noted that an open house will transpire in the Spring for all agency providers and would be happy for Board member and staff participation to tour the properties, which are located between the Collinwood and Glenville areas.

- c) SOR – Minority Communities Grant - \$965,000
 - Cleveland Treatment Center - \$331,600
 - Cleveland UMADAOP - \$239,948
 - Hispanic UMADAOP - \$94,748
 - Hitchcock Center for Women - \$21,174
 - Signature Health - \$277,530
- d) SOR Grant Year 2 Funding - \$2,773,729.46
 - MetroHealth Medical Center - \$647,649
 - Briermost Foundation - \$178,338
 - Northern Ohio Recovery Association (NORA) Housing - \$180,000
 - Woodrow Project (Housing) - \$164,937.60
 - I'm In Transition - \$156,662.39
 - Mommy and Me, Too! - \$359,939.02
 - Lifeworks - \$180,134.85
 - Thrive - \$158,341
 - Ascent - \$142,274.40
 - Woodrow (QRT) - \$70,575
 - NORA (Peer Support) - \$141,600
 - Point of Freedom Peer Support - \$393,278.20

Mr. Killpack inquired as to the timeframe involved with the State Opioid Response (SOR) grant funding for these 12 organizations to implement treatment and recovery programs that expand access to Medication Assisted Treatment (MAT), as well as access to housing and peer support for those with Opioid Use Disorder (OUD), or history of opioid overdose. Ms. Harrison noted that this funding is for September 28, 2019 through September 29, 2020 and may not be renewed in the future. All provider agencies continue to be updated regarding funding and are reminded to investigate alternative sources of sustainability beyond 2020 if state funding is not renewed for this program.

- e) The Metanoia Project - \$25,000
- f) Security Services Contract
 - Willo Security - \$19.95 hourly rate - Annual Estimate for CY2020 - \$145,635

Ms. Fischer reported the ADAMHS Board released a Request for Proposal (RFP) for armed security guard services and received two responses to the RFP by the October 30, 2019 deadline. The proposals were reviewed and discussed by the RFP Review Committee, which was appointed by the ADAMHS Board's Chief Executive Officer. Willo Security was unique with having a 24 hour, 7 day a week Dispatch office which monitors officer timekeeping and coverage, hourly rate and references.

- g) Substance Abuse and Mental Health Services Association (SAMSHA) Assisted Outpatient Treatment (AOT) Program - Supplemental Technical Assistance Funding - \$25,000
- h) AIDS Funding Collaborative (AFC) Renewal Funding - \$75,000
 - The Center for Community Solutions (Fiscal Sponsor of the ACF)

Ms. Rosenbaum inquired with staff regarding the mission of the AIDS Funding Collaborative (AFC) relative to the Board's mission. Mr. Larry Smith, Jr., Director of Programs, reported that the Board has been a funding partner of the AFC since 2006, leveraging funds to amplify results related to strategic HIV prevention and care including services for mental health, addiction and harm reduction strategies related to intravenous drug use, in addition to transportation, housing, and employment support.

Mr. Scott Osiecki, Chief Executive Officer, noted that an ADAMHS Board member and a staff member are appointed as representatives on the AFC Advisory Committee. As a result, the ADAMHS Board's presence and expertise as a collaborative partner promotes the critical need for individuals living with HIV/AIDS to have access to behavioral health services and other recovery supports to sustain their efforts of recovery and resilience.

Rev. Gohlstin requested that the AFC Renewal Funding request be taken out of the list of contracts for approval and be placed as a separate request for funding.

- i) ADAMHS Board of Cuyahoga County Annual Meeting – Monday, May 18, 2020
 - Cleveland Marriott East, 26300 Harvard Road, Warrensville Heights or LaCentre Westlake, 25777 Detroit Road, Westlake - Not to exceed \$15,000
- j) Sponsorship:
 - VoiceltRadio's Turkey Jam Free Holiday Concert (Friday, November 29, 2019, 7:00 P.M. – 12:00 A.M. at the NEO Sports Plant) - \$500

Motion to recommend approval of Contracts (as listed above, with the exception of item h) AIDS Funding Collaborative (AFC) Renewal Funding - \$75,000) to the full Board. MOTION: S. Killpack / SECOND: M. Step / AYES: R. Blue, G. Boehm, E. Caraballo, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H Snider, M. Step / NAYS: None / **Motion passed.**

Motion to recommend approval of AIDS Funding Collaborative (AFC) Renewal Funding in the amount of \$75,000 to the full Board. MOTION: K. Kern-Pilch / SECOND: S. Killpack / AYES: R. Blue, G. Boehm, E. Caraballo, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H Snider / NAYS: M. Step / **Motion passed.**

9. **CONTRACT AMENDMENTS**

- a) Amendment to Resolution 18-11-08, Approval of CY 2019 Service Provider Contracts - Children's Crisis Beds - \$108,000
 - Applewood Centers, Inc. - \$78,000
 - Bellefaire Jewish Children's Bureau (JCB) - \$30,000
- b) Amendment to Resolution 18-11-08, Approval of CY2019 Service Provider Contracts - Lifeworks Behavioral Health Solutions - Not to Exceed \$4,000
- c) Amendment to Resolution 18-09-04 for Provision of Sober Living Housing Options - Decrease of \$75,000
 - Stella Maris
 - Cleveland Treatment Center (CTC)
- d) Amendment to Resolution 19-05-05 and 19-07-03, Northeast Ohio Collaborative: Withdrawal Management/Detoxification and Crisis Bed Expansion
 - Nord Center - \$53,911.11 - Extension
 - Windsor Laurelwood - \$72,380.50
 - Stella Maris - \$48,253

Motion to recommend approval of Contract Amendments (as listed above) to the full Board. MOTION: R. Blue / SECOND: H. Snider / AYES: R. Blue, G. Boehm, E. Caraballo, B. Gohlstin, K. Kern-Pilch, S. Killpack, S. Rosenbaum, H Snider, M. Step / NAYS: None / **Motion passed.**

10. IDENTIFY CONSENT AGENDA

Rev. Gohlstin identified the following elements to include into the Consent Agenda: Acceptance of the October 2019 Finance Reports, Computer Technology Refresh, Contracts and Contract Amendments.

11. REVIEW OF CY2020 ADAMHS BOARD BUDGET

Mr. Osiecki distributed revised pages to the CY2020 Budget Book and explained the rationale for the proposed revisions and realignment of the budget with respect to two provider agencies, Positive Education Program and FrontLine Service. (A cover page noting the revised pages/sections is attached to the original minutes stored in the Executive Unit.)

12. NEW BUSINESS

Ms. Linda Lamp, Executive Assistant, noted that Board members received a revised copy of the CY2020 Board of Directors schedule of meetings.

There being no further business, the meeting adjourned at 5:27 p.m.

Submitted by: Linda Lamp, Executive Assistant

Approved by: Rev. Benjamin F. Gohlstin, Sr., Chairperson, ADAMHS Board of Cuyahoga County