

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

FINANCE & OPERATIONS COMMITTEE MINUTES JUNE 16, 2021

Committee Members Present: Sharon Rosenbaum, MBA, Committee Chair, Bishara Addison, Ashwani Bhardwaj, J. Robert Fowler, Ph.D., Harvey A. Snider, Esq.

Absent: Rev. Benjamin F. Gohlstin, Sr., Steve Killpack, MS

Board Staff Present: Joseph Arnett, Carole Ballard, Christina Bohuslawsky-Brown, Danielle Clark, Curtis Couch, Tami Fischer, Cheryl Fratalone, Felicia Harrison, Esther Hazlett, Bill Hebble, Anthony Henderson, Myra Henderson, Charde' Hollins, Woo Jun, Linda Lamp, Jessica Saker, Larry Smith, Jr., Maggie Tolbert, Leshia Yarbrough-Franklin, Beth Zietlow-DeJesus

1. Call to Order

Ms. Sharon Rosenbaum, 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 May 19, 2021 were approved as submitted.

4. Finance Report Summary – April 2021

Ms. Harrison reported that relative to the Administrative Budget that was approved Calendar Year (CY) 2021 was \$6,518,555, and for April 2021, the total expenses were \$1,784,084.67; that is roughly 27% of the total Administrative Budget. She noted that 4 months of the year is roughly 33%. As a result, the Board has underspent by 6%. Ms. Harrison highlighted that relative to the Administrative Budget during April, there was nothing unusual regarding the expenses incurred. Ms. Rosenbaum reported that the line item Total Salaries is 30% of the budget, which indicates a number of ADAMHS Board positions have been filled.

Ms. Harrison reported that the Board's Voucher Report April 1 through April 30 2021, was not accessed from QuickBooks, but rather the County's System and was reformatted to show the vouchers expended in the Administrative Budget; and is similar to what has been received in the past.

The Funding Source Budget to Actual YTD, April 2021, displays the Board's total revenue budget for administrative operations and grants. The total revenue expected to be received from Federal, State and local levy funds is \$66,562,351; and through the end of April 2021, the Board has received \$52,183,940.88. The bulk of these funds consists of the Board's annual amount from the County levy subsidy, which was \$43,463,659, and includes the increase of \$4.1 million from Cuyahoga County starting in 2021. Ms. Harrison reported that 78% of the budget has been received.

The Revenues By Source By Month report reflected that in January 2021, the Board received revenues of \$1,297,905.42. In February 2021, the Board received revenues of \$46,718,920.68. In March 2021, the Board received revenues of \$1,661,382.94, and in April 2021, the Board received revenues of \$2,505,731.84. As a result, the total revenues thus far in 2021 total \$52,183,940.88.

The total expenditure budget does not include the Diversion Center or the Opiate Settlement. Once expenses are incurred for the Diversion Center or the Opiate Settlement, future financial reports will provide separate expenditure budgets for each. The ADAMHS Board Budget vs. Actuals for 2021 reflect that April YTD Actual is \$15,548,540.03 that is roughly 22% of the Board's anticipated expenditures for the calendar year. Ms. Harrison noted that due to this period of time being four months, the expenses should be approximately 33%. As a result, the Board's expenses are underbudget while the revenue is overbudget.

Revenue and Expenditures All Accounting Units By Month January – April 2021 includes administrative accounts as well as grant accounts. The total expenditures for April 2021 are \$3,462,249.43; and includes the Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Administration, Opportunities for Ohioans with Disabilities (OOD) Grant, the State Opioid Response (SOR) Grant and Other Grants. The total expenditures through the end of April 2021 are \$15,548,540.03. Ms. Harrison highlighted that the line item Total Salaries was higher than usual due to three pay periods in April.

The Revenues and Expenditures Grants YTD, April YTD reflects the Grant Accounting Units that include the OOD Grant, Other Grants and State Opioid Response (SOR) Grant. The total expenditures for grants YTD are \$1,197,179.83.

The Cash Flow Report, April 2021, shows the 2020 Actual, and YTD thru April 2021. This report shows a comparison of the available beginning balance, total available resources, expenditures and available ending balance. The available ending balance through April 2021 is \$65,809,860.47 and includes the County levy funds, which will be spent down throughout the remainder of 2021.

Motion to recommend approval of the Board Voucher and Expenditure Reports for April 2021 to the full Board. MOTION: B. Addison / SECOND: R. Fowler / AYES: B. Addison, A. Bhardwaj, R. Fowler, H. Snider / NAYS: None / **Motion passed.**

5. Contracts

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

- a) Cuyahoga County Corrections Planning Board Court of Common Pleas Pass Through Funds:
 - 1) Residential Substance Abuse Treatment (RSAT) – \$500,000
 - Catholic Charities/Matt Talbot for Men
 - Catholic Charities/Matt Talbot for Women
 - Community Assessment & Treatment Service (CATS)

Ms. Harrison reported that the Corrections Planning Board's RSAT provides a residential level of care. Clients are assessed and diagnosed and receive post-residential aftercare case management by TASC. This program has been funded by the Court for over a decade and has successfully funded Substance Use Disorder (SUD) services for men and women remanded for treatment by the Court. It is estimated that over 166 clients will receive RSAT services in State Fiscal Years 2022 & 2023. 100% of this funding is used to support RSAT services at Matt Talbot for Men, Matt Talbot for Women, and CATS. In the current environment this funding bridges the gap between the number of SUD Treatment days Medicaid pays, and the actual length of treatment services received by clients. The term of this contract is July 1, 2021 through June 30, 2023.

- 2) Community Based Mental Health Treatment Program
 - Recovery Resources - \$344,000

The Corrections Planning Board's Community Based Mental Health Treatment Program assists severely mentally ill and/or developmentally disabled clients whose diagnosis includes psychotic features and who have been placed on community control. Specifically, this program diverts SMI clients from prison and offers specialized community support, counseling, liaison and psychiatric services to mentally ill offenders placed on community control. This program has been funded by the Corrections Planning Board for over a decade and has been extremely successful in maintaining SMI clients in the provision of treatment services. An estimated total of 200 SMI clients will receive residential treatment services in State Fiscal Years 2022 & 2023. 100% of this funding is used to support SMI treatment services at Recovery Resources. The primary impacts of this program include an opportunity to divert from a prison sentence, follow the recommended community treatment plan, and reduce Court appearances on new charges. \$172,000 of the \$344,000 will be funded by the ADAMHS Board for the term of this contract, July 1, 2021 through June 30, 2023.

- 3) Early Intervention Program (EIP)
 - Community Assessment & Treatment Services (CATS) - \$231,000

The Corrections Planning Board's EIP provides Substance Use Disorder Treatment for offenders adjudicated and remanded to the County Jail by Municipal Courts. This funding enables the early release from jail of such clients subsequent to the completion of TASC SUD assessment/ASAM Level of Care determination. This program has been funded by the Corrections Planning Board for over a decade and has been extremely successful in supporting access to treatment for low level misdemeanor offenders. An estimated total of 80 clients will receive ASAM 3.5 level of treatment services in State Fiscal Years 2022 & 2023. 100% of this funding is used to fund treatment services at CATS. Clients served via these funds will access treatment when adjudicated at a municipal court level. Systemically, these funds will reduce the number of Jail bed days utilized by an estimated 9,200 bed days. The term of this contract is July 1, 2021 through June 30, 2023.

- 4) Co-Occurring Residential Treatment for Men
 - Catholic Charities/Matt Talbot for Men - \$160,000

The Corrections Planning Board's Co-Occurring Residential Treatment for Men program provides residential treatment services for Substance Use Disorder and Mental Health Treatment for Felony level offenders. This program has been funded by the Corrections Planning Board for over a decade and has been extremely successful in the provision of treatment services for a population comprised of co-occurring SUD/MH clients. Most clients in this program are on an ongoing Mental Health Court docket. An estimated total of 62 male co-occurring clients will receive residential treatment services in State Fiscal Years 2022 & 2023. 100% of this funding is used to fund co-occurring treatment services at Matt Talbot for Men. The primary client and system(s) impact will be the amount of time SUD & MH Court clients are stable, taking medications and successfully living in the community. The term of this contract is July 1, 2021 through June 30, 2023.

- 5) Intensive Outpatient Treatment (IOP) for Intensive Service Probationers (ISP)
 - Catholic Charities/Matt Talbot - \$50,000

The Corrections Planning Board's IOP for ISP program provides Substance Use Disorder Treatment for probationers that rank as high risk for criminal recidivism based upon the Ohio Risk Assessment System (ORAS) scoring. This funding provides IOP SUD services for this population. This program has been funded by the Corrections Planning Board for over a decade and has been successful in supporting access to treatment for high risk felony offenders. An estimated total of 80 clients will receive IOP treatment services in State Fiscal Years 2022 & 2023. 100% of this funding is used to fund treatment services for Matt Talbot IOP. Clients served via these funds are less likely to criminally recidivate. The term of this contract is July 1, 2021 through June 30, 2023. Mr. Martin Murphy, Administrator, Cuyahoga County Corrections Planning Board, was present to answer committee members questions.

- b) Continuation and Enhancement of NEO Collaborative Crisis/Information/Referral/Support Hotline Services and Advertising Campaign with SAMHSA Supplemental Emergency COVID-19 Funds – \$457,270
- FrontLine Service - \$62,133
 - Northeast Ohio Black Health Coalition \$10,000
 - NEO Collaborative Marketing Campaign - \$76,230
 - Five Remaining NEO Collaborative Boards - \$308,907

The ADAMHS Board of Cuyahoga County serves as the Fiscal Agent for the NEO Collaborative, which includes Cuyahoga, Lorain, Lake, Geauga, Ashtabula and Summit Counties. In 2020, OhioMHAS received a \$2 million SAMHSA grant for Emergency COVID-19 funding to address mental health and substance use disorders during the COVID-19 pandemic. Each collaborative originally received \$309,383 of this award from OhioMHAS. The ADAMHS Board of Cuyahoga County's share of these funds was \$51,563.83 and was used to contract with FrontLine to expand its Hotline by an additional Full Time Equivalent (FTE).

In February of 2021, OhioMHAS received an additional \$2,859,647 in SAMHSA Supplemental Emergency COVID-19 Funds, with a total of \$457,270 allocated to the NEO Collaborative. The ADAMHS Board of Cuyahoga share of this supplemental funding is \$72,133 for services, and as Fiscal Agent will receive \$76,230 for the NEO Collaborative advertising campaign. SAMHSA recommends being liberal with the clients who are deemed “affected” by COVID-19, since to some extent everyone’s mental health has been affected over the past year; therefore, providers should not limit services based upon whether people identify COVID-19 as a factor. Category specifics remain the same as the original funding:

- Can be used for either SMI, SED, SUD or both for adults and children:
- 70% of the people served should be either SMI, SED, SUD or both.
- 10% should be health care practitioners experiencing a non-SMI mental health disorder that requires care.
- 20% can be anyone with any diagnosis that is not SMI, SED or SUD, such as people who are experiencing loss of a job, grief, etc.

Advertising is now an allowable expense under the supplemental funding grant. FrontLine will continue the expansion of Cuyahoga County’s 24-Hour Suicide Prevention, Mental Health and Addiction Crisis/Information/Referral Hotline: 216-623-6888 by retaining the 1 FTE staff member to continue assisting 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. As an addition to this continuation, FrontLine will utilize a Peer(s) to follow-up on calls made to the Hotline regarding COVID-19 related issues. The peer would provide support and work with FrontLine staff to coordinate additional services if needed.

The Northeast Ohio Black Health Coalition will provide support groups for individuals affected by COVID-19, including Long Haulers, Survivors and Individuals who Lost Family/Friends. The ADAMHS Board of Cuyahoga County will coordinate an advertising campaign, in partnership with a team of communication professionals from the Northeast Ohio (NEO) Collaborative Boards, to promote local crisis hotline services to healthcare and frontline workers who have been impacted by COVID-19. The number of individuals served should reflect the percentage requirements outlined in the grant, or as modified by OhioMHAS. The term of these contracts are for July 1, 2021 through March 31, 2022.

Motion to recommend approval of Contracts (as listed above) to the full Board. MOTION: H. Snider / SECOND: R. Fowler / AYES: B. Addison, A. Bhardwaj, R. Fowler, H. Snider / NAYS: None / **Motion passed.**

6. Contract Amendments

- a) Amendment to Resolution No. 20-07-03, Specialized Docket Subsidy Project – \$140,000
 - Cleveland Municipal Court - \$60,000
 - Cuyahoga County Common Pleas Court - \$60,000
 - South Euclid Municipal Court - \$20,000

As part of the State of Ohio SFY 2016-2017 biennial budget, the Ohio Legislature appropriated funds to OhioMHAS to assist specialized dockets with their operational costs in an effort to increase and expand these programs statewide. In State Fiscal Years 2017 and 2018, the Department pushed the funds directly to the courts in one lump payment per Court. The department allocated these funds to ADAMH/CMH Boards beginning with SFY 2019. In May 2021, OhioMHAS informed the ADAMHS Board that additional Specialized Docket funding was approved for the Courts identified in this document. These funds assist drug courts to effectively manage addicted offenders in the community thereby reducing commitments to the prison system.

The primary legislative intent of these funds is to assist courts with their payroll costs for specialized docket staff. Historically, over 95% of reported expenditures were for payroll costs. However, feedback received from these courts was a desire to have more flexibility for the use of these funds. Therefore, allowable expenses now include behavioral health treatment services, medication assisted treatment (MAT) medications, urinalysis, and recovery supports. For expenditures other than payroll costs, these funds may only be used for individuals who are under the jurisdiction of

the Court, and who have been admitted to the specialized docket. The only exception to this is diagnostic assessments to determine program eligibility. Clinical services, including MAT, must be provided by agencies certified by OhioMHAS.

- b) Amendment to Resolution No. 20-07-03, K-12 Prevention Education Initiative
- East Cleveland Neighborhood Center - \$35,843.60

Under the leadership of Ohio Governor Mike DeWine and the RecoveryOhio initiative, OhioMHAS and the Ohio Department of Education have collaborated to distribute funds to support Prevention Education for K-12 students. This state partnership will empower local communities in their efforts to help children build resilience and reduce risk factors that contribute to the development of behavioral health conditions. This critical investment will assist communities with the goal of providing evidence-informed prevention services for every child, in every grade, in every school. 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 providers into the collaboration to support service delivery in schools.

Resolution No. 20-07-03 for K-12 Prevention Education Initiatives reported East Cleveland Neighborhood Center receiving \$21,841.80 to serve East Cleveland School District. The Board is requesting to increase the portion of East Cleveland Neighborhood Centers contract to include Euclid City Schools in the amount of \$35,843.60. East Cleveland Neighborhood Center has provided effective services to the East Cleveland School District. Mr. Jerome West, Executive Director, East Cleveland Neighborhood Center, was present to answer committee members questions regarding their wealth of experience with providing the needed services.

- c) Amendment to Resolution No. 20-11-07, National Alliance on Mental Illness (NAMI) Greater Cleveland – \$24,000

NAMI Greater Cleveland is a local affiliate of the National Alliance on Mental Illness with approximately eight hundred peer, family, professional and organizational members, and a contract provider of the ADAMHS Board of Cuyahoga County. The organization is dedicated to empowering people living with mental illness and family members to achieve a better quality of life by providing education, support, information and referral, and advocacy.

Board staff are requesting to amend NAMI Greater Cleveland's CY2021 contract to include the provision of Inform & Inspire (I&I) Presentations to clients of the Cuyahoga Diversion Center. One-hour I&I presentations provide the opportunity to inspire hope among participants, share information about participating in NAMIGC programs, and provide additional resources for SMI/SA recovery and maintenance. Presentations are facilitated by NAMI-trained volunteers who share powerful personal stories of recovery, resilience, and hope and provide an overview of NAMI Greater Cleveland programming, including the benefits of expressing oneself within the safety of a support group. Participants are encouraged to engage in community-based programming such as the support groups, as well as education courses, and to volunteer with NAMIGC, when they are in a healthier position to do so. I&I participants will also receive a folder filled with information about connecting to community resources, navigating a behavioral health crisis, communicating with behavioral healthcare professionals, and how to advocate for themselves for better outcomes. The number of individuals served through I&I presentations will vary depending on the number of clients in the Cuyahoga Diversion Center. Ms. Megan Rochford, Program Director, NAMI Greater Cleveland, was present to answer committee members questions.

- d) Amendment to Resolution No. 21-01-06, Cuyahoga County Assessment and Diversion Center (CCADC)
- Oriana House - \$344,584

Cuyahoga County released an RFP (RQ48968) with the primary goal of implementing and managing crisis intervention training for local law enforcement entities, providing a call-in help line for law enforcement officers and the establishment of the CCADC. Cuyahoga County Council approved an original award totaling \$9,223,735.95 to

the ADAMHS Board on Resolution No. R2020-0265. The ADAMHS Board of Cuyahoga County approved a two-year contract with Cuyahoga County for services and programs that will be provided onsite at the CCADC located at 1804 E. 55th Street – a building owned by Oriana House. The ADAMHS Board of Cuyahoga County entered into a two-year contract with Oriana House to operate the CCADC.

On-site services at the CCADC will include a total of 50 acute-care beds for persons with Serious Mental Illness (SMI), persons with SMI with Co-occurring Substance Abuse (SMI/SA) and/or persons with Substance Abuse/Addiction (SA/A), with an expected average stay of 5-7 days per individual, but up to 9 days if necessary. Detoxification services and client stabilization are some of the main focuses of the on-site care. Oriana House will provide 24/7 staffing at the CCADC for assessment, detox, referral, and linkage/re-linkage to aftercare services. Amending Oriana House contract for the operation of the Cuyahoga County Assessment and Diversion Center (CCADC) to include funding for security services at the facility. Cuyahoga County increased the overall funding for this project to include security services at the Diversion Center. Oriana House contracted with a security company in the amount of \$344,584 for security services at the facility.

Motion to recommend approval of Contract Amendments (as listed above) to the full Board. MOTION: R. Fowler / SECOND: B. Addison / AYES: B. Addison, A. Bhardwaj, R. Fowler, H. Snider / NAYS: None / **Motion passed.**

7. Identify Consent Agenda

Ms. Rosenbaum recommended including the April 2021 Finance Reports, Contracts and Contract Amendments into the Consent Agenda to be recommended for approval to the full Board.

8. New Business

Ms. Rosie Palfy, a homeless advocate, inquired with ADAMHS Board staff regarding the number of veterans that will be served by the veterans docket. Ms. Danielle Clark, Director of Finance, responded that during the previous State Fiscal Year (SFY), 129 veterans were served.

Ms. Palfy also inquired as to whether the Diversion Center's security officers will receive Crisis Intervention Team (CIT) training. Ms. Clark responded that these security officers will receive CIT training.

9. Upcoming June and July Board Meetings:

- General Meeting: June 23, 2021
- Community Relations & Advocacy Committee Meeting: July 7, 2021
- Planning & Oversight Committee Meeting: July 14, 2021
- Finance & Operations Committee Meeting: July 21, 2021
- General Meeting: July 28, 2021

There being no further business, the meeting adjourned at 4:41 p.m.

Submitted by: Linda Lamp, Executive Assistant

Approved by: Sharon Rosenbaum, MBA, Finance & Operations Committee Chair