

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

FINANCE & OPERATIONS COMMITTEE MINUTES JULY 21, 2021

Committee Members Present: Sharon Rosenbaum, MBA, Committee Chair, Bishara W. Addison, Ashwani Bhardwaj, Rev. Benjamin F. Gohlstin, Sr.

Absent: J. Robert Fowler, Ph.D., Steve Killpack, MS, Harvey A. Snider, Esq.

Board Staff Present: Scott Osiecki, Chief Executive Officer, Joseph Arnett, Carole Ballard, Christina Bohuslawsky-Brown, Danielle Clark, Curtis Couch, Erin DiVincenzo, Tami Fischer, Cheryl Fratalone, Felicia Harrison, Esther Hazlett, Anthony Henderson, Charde' Hollins, Woo Jun, Linda Lamp, Nancy Mundy, Vicki Roemer, Jessica Saker, Larry Smith, Jr., Beth Zietlow-DeJesus

1. **Call to Order**

Ms. Sharon Rosenbaum, Committee Chair, called the meeting to order at 4:00 p.m.

2. **Public Comment on Agenda Items** – None

3. **Approval of Minutes**

The Finance & Operations Committee minutes from June 16, 2021, were approved as submitted.

[Ms. Bishara W. Addison entered the meeting.]

4. **Finance Report Summary – May 2021**

Ms. Harrison reported that relative to the Administrative Budget that was approved for Calendar Year (CY) 2021 was \$6,518,555, and for May 2021, the total expenses were \$2,240,379.27; that is roughly 34% of the total Administrative Budget. She noted that five months of the year is roughly 42%. As a result, the Board has underspent by 8%. Ms. Harrison highlighted that relative to the Administrative Budget during May, there was nothing unusual regarding the expenses incurred.

Ms. Harrison reported that the Board's Voucher Report May 1 through May 31, 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, May 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 May 2021, the Board has received \$54,891,222.08. 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 82% of the budget has been received.

The Revenues By Source By Month report reflected that in Quarter 1 (January through March 2021), the Board received revenues of \$49,678,209.04. In April 2021, the Board received revenues of \$2,505,731.84, and in May 2021, the Board received revenues of \$2,707,281.20. As a result, the total revenues thus far in 2021 total \$54,891,222.08.

The total expenditure budget does not include the Diversion Center or the Opiate Settlement. The ADAMHS Board Budget vs. Actuals for 2021 reflect that May YTD Actual is \$23,839,573.91 that is roughly 33% of the Board's anticipated expenditures for the calendar year. Ms. Harrison noted that the Faith-based Services line item was overbudget by \$51,234.19; and was due to the addition of a provider agency, Brenda Glass Multipurpose Trauma Center, after the budget was determined.

Revenue and Expenditures All Accounting Units By Month January – May includes administrative accounts as well as grant accounts. The total expenditures for May 2021 is \$8,291,033.88; 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 May 2021 is \$23,839,573.91. Ms. Harrison highlighted that the line-item Non-Contractual Services reflects a total of \$75,000 paid during May 2021; and was identified as an annual

payment to the AIDS Funding Collaborative. She also highlighted that the Total Provider Direct Services for April 2021 is \$2,786,782.94; while the total for May 2021 is \$7,288,180.17. This increase was due to several programs receiving their April 2021 and May 2021 payments during May 2021.

The Revenues and Expenditures Grants YTD, May 2021 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 is \$2,100,674.75.

The Cash Flow Report, May 2021, shows the 2020 Actual, and YTD thru May 2021. This report shows a comparison of the available beginning balance, total available resources, expenditures and available ending balance. The available ending balance through May 2021 is \$60,226,107.79 and includes the County levy funds, which will be spent down throughout the remainder of 2021.

The Diversion Center Revenues and Expenditures YTD May 2021 YTD reflects a total of \$229,998.62 that was paid to Oriana House.

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

5. Calendar Year 2022 Priorities and Budget Discussion

Mr. Scott Osiecki, Chief Executive Officer, reported that the Board sets and approves priorities for funding of behavioral health treatment, prevention and recovery services to ensure that available dollars fund the best and most necessary services to support recovery. Although the Board strives to fund all providers and programs, staff recommends that responses to the CY2022 funding Request for Proposal (RFP) should be reviewed based on the priorities, provider/program metrics from CY2019, CY2020 and the first six months of CY2021, workforce status, cultural composition of leadership and financial health of the agency.

As part of the CY2022 priority setting process and a means of reflecting community input, Board staff reviewed the Board's CY2019/2020 priorities, the Board's Needs Assessment that was completed in May 2020, RecoveryOhio priorities, the Ohio Department of Mental Health and Addiction Services (OhioMHAS) 2021-2024 Strategic Plan and the Board's 2021-2025 Strategic Plan. Mr. Osiecki presented the recommended priorities that were also presented and discussed in ranked order during the Board's July Planning and Oversight committee meeting:

1. Quality, collaborative, culturally competent, culturally appropriate and evidence-based diverse behavioral health, recovery and prevention services that prioritize equity and inclusion to meet the needs of the residents of Cuyahoga County
2. High Quality Housing including Adult Care Facilities (ACFs) for adults with mental illness, Sober and Recovery Housing certified with National Alliance for Recovery Residences (NARR) standards, and Residential Care Facilities (RCFs) that meet State and National Residential Care and Assisted Living Regulations and Policies
3. Mental Health Residential Treatment
4. Community and Crisis Residential Services for both children and adults
5. Care Responder Teams
6. Trauma Informed Care Treatment, Recovery and Prevention Services
7. Harm reduction efforts and strategies
8. Wrap-around Behavioral Health Services for Youth
9. Recovery Supports and Services to Transitional Youth
10. Recovery and treatment Services to Specialized Populations
11. 24 Hours/Seven Days per Week Access for mental health and addiction treatment services, for adults and children, with in-person services delivered wherever possible
12. Peer Support for mental health and addiction, including innovative programs in Adult Care Facilities and Recovery Housing
13. Prevention and early intervention programs and campaigns for mental health and addiction across the lifespan for children, adolescents, adults, and older adults, using both traditional and innovative approaches in the community such as Faith-based programming
14. Employment programs

15. Inpatient and Ambulatory/Outpatient Detoxification Services
16. Medication Assisted Treatment for Opioid Addiction Disorders
17. Transportation for clients to keep mental health and addiction treatment appointments

Mr. Osiecki reported that once the full Board approves the CY2022 priorities and authorizes the release of the RFP for CY2022 Behavioral Health Prevention, Treatment and Recovery Support Services at the Wednesday, July 28, 2021, General Meeting, the RFP will be released on Thursday, July 29, 2021. Mr. Osiecki also provided a detailed timeline from the release of the RFP to Board review in October and final funding decisions during the November Board meeting cycle.

Mr. Osiecki reported that staff will be looking at the workforce status of each agency that replies to the RFP and that specific questions will be had within the RFP and budget regarding the full staff compliment of each program presented, in addition to questions regarding program implementation without a full continuum of staff. Mr. Osiecki also noted that the Behavioral Health Workforce Development Task Force suggested that the Board forward a survey to provider agencies in order to obtain a snapshot of workforce in the provider network as it stands at a moment in time to gain a full understanding of the workforce issue and seek a long-term solution.

The RFP for CY2022 Behavioral Health Prevention, Treatment and Recovery Support Services will also contain questions regarding culturally competent, culturally appropriate and evidence-based diverse behavioral health, recovery and prevention services that prioritize equity and inclusion to meet the needs of the residents of Cuyahoga County. Through these questions, Board staff will be able to obtain baseline data regarding cultural diversity at the provider agency level; and provide technical assistance through future program reviews and recommendations to assist provider agencies become more culturally competent.

6. Contracts

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

- a) Specialized Recovery Housing – \$438,000
 - MetroHealth System - \$60,122
 - Mommy and Me, Too! - \$143,758
 - Stella Maris - \$194,895
 - The Woodrow Project - \$39,225

Ms. Harrison reported that Specialized Recovery Housing was one of the initiatives that was identified from the additional levy funding. The term of these contracts is from July 1, 2021, through December 31, 2021, in the amount of \$438,000. The ADAMHS Board of Cuyahoga County issued a Request for Proposal (RFP) seeking qualified substance use disorders (SUD) Recovery Housing providers to submit proposals for housing and recovery supports for specialized populations to include, but not be limited to the following:

- o Women and their custodial children
- o Fathers and their custodial children
- o LGBTQ+ individuals
- o Criminal Justice
- o Pregnant women
- o Non-English-speaking individuals
- o Speech/hearing impaired
- o Trauma informed human trafficking victims/survivors
- o Dually diagnosed with mental health and SUD
- o Individuals utilizing Medication Assisted Treatment

Specialized Recovery Housing is characterized as a safe healthy living environment that promotes abstinence from alcohol and drugs; and has the capacity to provide safe, supportive housing for the identified specialized populations. All housing services will be delivered in a culturally competent manner. Recovery Support services are provided, as well as relapse management and a wide variety of holistic health and wellness services.

MetroHealth's MOMS House targets pregnant and postpartum (within 12 months) women in recovery from substance use disorders (especially opioid use disorder). Pregnant and postpartum women are particularly vulnerable in recovery due to the stressful demands of preparing for parenthood and parenting. This project will include LGBTQ+ individuals, bilingual or non-English-speaking clients, speech/hearing impaired clients, trauma informed/human trafficked victims, dual diagnosed clients and is Medication Assisted Treatment (MAT) friendly.

Mommy and Me, Too! – The Family Ties Recovery Housing Initiative targets fathers and their custodial children who have a primary substance use disorder diagnosis or are dually diagnosed with mental health and substance use disorder. They are also MAT friendly.

Stella Maris/The Covent will provide supportive housing for clients who fall within the following target population; identify as female, 18 years of age or older; clients who are experiencing homelessness or who have been documented as being homeless; clients with dual diagnosis; clients who have experienced trauma and/or human trafficking; clients on MAT (Vivitrol); LGBTQ+ clients (there is a special track for treatment of these clients).

The Woodrow Project for Women will provide Recovery Housing for women who are LGBTQ+, Human trafficked Victims, Dual Diagnosed clients and will accommodate clients needing MAT.

- b) Outpatient Competency Restoration Education
 - Murtis Taylor Human Services System - Estimated \$126,000

Outpatient Competency Restoration is designed for people with a mental health disorder or co-occurring psychiatric and substance use disorders who are found incompetent to stand trial and are court-ordered to participate in competency restoration treatment. Senate Bill 2, which was signed into law by Governor DeWine on April 27, 2021, aims to improve access to and increase the quality of mental healthcare in Ohio by making reforms to Ohio's competency restoration procedure to allow nonviolent, misdemeanor offenders to receive competency restoration treatment in outpatient settings, rather than in the state psychiatric hospital. Allowing outpatient restoration treatment will help to ensure that state psychiatric hospital beds remain available for Ohioans suffering from serious mental illness.

OhioMHAS will provide a yet to be determined amount of funding to the Board for the educational component of the Outpatient Competency Restoration process. The estimated \$126,000 per year is based on the most recent available number of individuals who were involved in nonviolent misdemeanors deemed incompetent to stand trial admitted to Northcoast Behavioral Healthcare in SFY2019 – 35 individuals x \$3,600 per individual = \$126,000.

Murtis Taylor Human Services System staff will meet with individuals involved in nonviolent misdemeanors found incompetent to stand trial by the court to provide legal education as part of the Outpatient Competency Restoration process.

- c) Substance Use Recovery and Workplace Safety Program (SURWSP) – Not to exceed \$200,000 per Quarter

The Bureau of Workers' Compensation administers the Safety and Hygiene Fund created under Ohio revised Code ("R.C.") 4121.37 for the investigation and prevention of industrial accidents and diseases. Payment of employer written policy development relating to substance use issues, legal review of employer policies relating to substance use issues, employee training, supervisor training, and employee drug testing to better manage and retain workers in recovery are incidental to and necessary for the prevention of industrial accidents and diseases and are in accordance with the purposes of the Safety and Hygiene Fund as stated in R.C. 4121.37.

SURWSP is a pilot program providing funding to local ADAMHS Boards. The Bureau of Workers' Compensation will provide funding to the Board to assist employers in Cuyahoga County to hire, manage, and retain employees in recovery and promote a safe and healthy workforce.

- d) OhioMHAS: Whole Child Matters (WCM) Early Childhood Mental Health (ECMH) – \$441,906
- Bellefaire Jewish Children's Bureau/Applewood (Wingspan) - \$155,972
 - OhioGuidestone - \$168,511
 - Positive Education Program - \$117,423

The overarching goal of the WCM Initiative is to increase access to ECMH services by reducing expulsions and increasing retention in early learning settings. This will be achieved by the expansion of the ECMH Family Focused Consultation model to families as well as pediatric medical home settings, in addition to increasing work-force capacity through statewide trainings. The WCM Initiative is an effort to promote healthy social and emotional development and school readiness among children age six, now expanded to age eight and younger through OhioMHAS.

The Board proposes to contract with Bellefaire Jewish Children's Bureau, OhioGuidestone and Positive Education Program in the amount of \$441,906 for the term of July 1, 2021, through June 30, 2022.

- 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. Approximately 50 clients will be served by Catholic Charities and 50 clients will be served by OhioGuidestone.

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

Recovery Resources received BHCJ funding for SFY2021 to provide services to inmates diagnosed with Severe Mental Illness, Substance Use Disorders, or co-occurring disorders. This program and funding will continue in SFY2022. Recovery Resources will be awarded \$83,333 to provide the services with OhioMHAS funding through June 30, 2022.

- g) OhioMHAS: Forensic Services – Pass Through Funds – \$259,608
- Recovery Resources - \$87,608
 - Cuyahoga County Court Psychiatric Clinic - \$172,000

Ms. Harrison reported that 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

Since 2013, the Board has received funding from OhioMHAS and the former Ohio Department of Alcohol & Drug Addiction Services (ADAS) to provide support to Cuyahoga County with regard to problem gambling and other addictions. Also, since 2013, Recovery Resources has been the sole provider for these dedicated funds, as they are certified to provide gambling prevention and treatment services for this target population.

- i) OhioMHAS: Crisis Flex and Crisis Infrastructure Funds – \$512,641
- Bellefaire Jewish Children's Bureau and Applewood - 26,481 (pooled)
 - OhioGuidestone - \$486,160

OhioMHAS has provided Crisis Flex and Crisis Infrastructure funds to the Board since July 2019 to enhance the Board's crisis continuum. Crisis funds were allocated to the Board to help meet the needs of individuals and families as they arise to prevent or stabilize a substance use disorder or mental health crisis.

- j) OhioMHAS: Substance Abuse Prevention and Treatment (SAPT) Services – Pass Through Funds – \$2,524,838

OhioMHAS issues pass-through Notice of Awards to the Board for various programs each fiscal year. All programs listed are 100% funded with the exception of Community Assessment and Treatment Services (CATS) (Therapeutic Community) - \$59,019 of the \$157,570 contract amount is Board funded and Cuyahoga County Court of Common Pleas (Drug Court) - \$82,590 of the \$220,500 contract amount is Board funded.

- k) OhioMHAS: Mental Health Court Program (MHCP) – \$10,345
- Cleveland Municipal Court - \$5,172.50
 - South Euclid Municipal Court - \$5,172.50

In June 2020, OhioMHAS announced a Request for Information (RFI) for \$150,000 in Mental Health Court Program funds, available to a total of 31 eligible Certified Mental Health dockets throughout the state. The award for each docket was to be \$5,000 to \$10,000, based on the number of awardees. Both eligible Mental Health Courts in Cuyahoga County were awarded funds of \$5,172.50. Cleveland Municipal Court Mental Health Court anticipates serving 75 clients. South Euclid Municipal Court Mental Health Court (F.R.E.E. Docket) anticipates serving 20-30 clients. MHCP funds behavioral health treatment and recovery support services to clients that are involved with selected Mental Health dockets.

- l) Camera and Access System Replacement/Upgrade
- Silco Fire & Security - \$31,230

The current camera system and access control system are 12+ years old and continue to experience functionality issues. The recording function has ceased to operate which could potentially yield a liability. The Board's current security system equipment is outdated and unable to be remedied, therefore, new equipment is needed. Because of logistical changes in the workspace areas for staff, additional door readers and locks will also be necessary.

- m) Sponsorships:

- Edna House Race for Recovery, October 3, 2021 - \$1,000
 - o The Edna House Race for Recovery will take place at Edgewater Park on Sunday, October 3, 2021. The goal for the race is to raise funds for the continuation of Edna House programs, build awareness about recovery for women in a sober living environment, as well as addiction issues throughout the community.
 - o The mission of the Edna House is to offer long-term, structured sober living and education to women seeking recovery from addiction to drugs and alcohol. This mission is accomplished by a program that is available without regard for ability to pay and is designed by women who are committed to helping other women get sober and restore them to their vital roles in the community.
 - o As a Gold Sponsor, ADAMHS Board of Cuyahoga County will receive the following:
 - ❖ ADAMHS Board name included in e-newsletter
 - ❖ Small Logo placement on T-shirt and event signage
 - ❖ Six race entries and T-shirts
 - ❖ ADAMHS Board name included in post-event email to all participants and donors.
- Community Solutions Health and Human Services Celebration, October 22, 2021 - \$500

- The Center for Community Solutions is hosting the 2021 Celebration of Human Services virtually on October 22, 2021, for which the ADAMHS Board is requesting to purchase a Non-profit Organization (NPO) Sponsorship in the amount of \$500.
- The 2021 Celebration of Human Services will highlight nonpartisan human services-related issues, research, analysis, and recommendations regarding public policy including mental health and the justice system. These issues are important to the Cuyahoga County Continuum of Care and to the ADAMHS Board as we advocate on behalf of clients.
- This will be our third year as a sponsor (2018, 2019, 2021).
- As an NPO sponsor, ADAMHS Board of Cuyahoga County will be:
 - ❖ Listed as a sponsor on all marketing materials for the event and in the Center for Community Solutions' 2021 Annual Report.
 - ❖ ADAMHS Board name will be displayed during the event presentation (The presentation will be available on YouTube and may be viewed multiple times after the original event).
- Sponsoring this conference will:
 - ❖ Complement the ADAMHS Board mission, vision, value statements, strategic plan, and/or Advocacy Action Agenda.
 - ❖ Not be political in nature, except for general advocacy events/efforts to raise awareness and funding for behavioral health services.

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

7. **Contract Amendments**

- a) Amendment to Resolution No. 21-02-03, Residential Assistance Program (RAP) Mini-grants for Property Updates
 - Emerald Development and Economic Network, Inc. (EDEN, Inc.) – No-cost Term Extension

Ms. Harrison reported that an extension of the contracted term with EDEN, Inc., project manager, for the completion of the mini-grants project for property improvements of Board contracting Class 2 Residential Facilities for an additional two months is being requested.

- b) Amendment to Resolution No. 20-07-03, K-12 Prevention Education Initiatives – No-cost Term Extension

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 empowered local communities in their efforts to help children build resiliency and reduce risk factors that contribute to the development of behavioral health conditions. This critical investment assisted 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 school district to distribute funds and plan programs for K-12 Prevention Education Services. Due to COVID-19, Board staff and providers are requesting a no-cost extension to continue the prevention work started last year in the upcoming school year.

- c) Amendment to Resolution No. 18-10-04, Comprehensive Opioid Abuse Site-based Program (COAP) Public Safety and Public Health Information-sharing Partnerships Grant – No-cost Term Extension

In 2018, the Board received a three-year grant totaling \$932,233 from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, as part of its COAP Public Safety and Public Health Information-sharing Partnerships grant program. Due to the COVID-19 pandemic, progress on the grant was delayed and an estimated \$320,000 was projected to remain unspent at the end of the original grant period. The Board applied for a no-cost, one year grant extension from the U.S. Department of Justice, which was approved.

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

8. Identify Consent Agenda

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

9. New Business - None

10. Public Comment Period – None

11. Upcoming July and September Board Meetings:

- General Meeting: July 28, 2021
- Community Relations & Advocacy Committee Meeting: September 1, 2021
- Joint Planning & Oversight and Finance & Operations Committee Meeting: September 22, 2021
- General Meeting: September 29, 2021

There being no further business, the meeting adjourned at 4:52 p.m.

Submitted by: Linda Lamp, Executive Assistant

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