

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

COMMITTEE OF THE WHOLE MEETING MINUTES NOVEMBER 4, 2020

PRESENT: Rev. Benjamin F. Gohlstin, Sr., Board Chair, Ashwani Bhardwaj, Gregory X. Boehm, M.D., Crystal L. Bryant, Esq., MS, LSW, Elsie Caraballo, J. Robert Fowler, Ph.D., Katie Kern-Pilch, ATR-BC, LPC-S, Steve Killpack, MS, Jena Olsen, Sharon Rosenbaum, MBA, Harvey A. Snider, Esq.

ABSENT: Reginald C. Blue, Ph.D., Erskine Cade, MBA, Gwendolyn A. Howard, LSW, MSSA, Patricia James-Stewart, M.Ed., LSW, Rev. Max M. Rodas, MA

BOARD STAFF PRESENT: Scott Osiecki, Chief Executive Officer, Joseph Arnett, Carole Ballard, Christina Bohuslawsky-Brown, Curtis Couch, Erin DiVincenzo, Tami Fischer, Cheryl Fratalone, Madison Greenspan, Felicia Harrison, Esther Hazlett, Myra Henderson, Leslie Koblentz, Linda Lamp, Erika Losse, Kelli Perk, Beth Pfohl, Vicki Roemer, Allison Schaefer, Starlette Sizemore-Rice, Larry Smith, Jr., Michaele Smith, Maggie Tolbert, Leshia Yarbrough-Franklin, 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 4:01 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 Committee of the Whole 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 minutes from the Committee of the Whole Meeting of October 21, 2020 were approved as submitted.

[Gregory X. Boehm, M.D., and Mr. Harvey Snider, Esq., entered the meeting.]

4. CONTRACTS

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

- a) Community Transition Program (CTP)
 - FrontLine Service - \$744,590.61

Ms. Harrison reported that FrontLine Service is the sole provider of the CTP, formerly referred to as the Mental Health Prison Reentry, for the adult prison population who are returning to Cuyahoga County. CTP started as a pilot program with FrontLine Service in July 2018 and expanded to include referrals to those in need of Substance Use Disorder (SUD) treatment and services in 2019. The Ohio Department of Mental Health and Addiction Services (OhioMHAS) approved carryover funds from the State Fiscal Year (SFY) 2020 allocation of \$244,590.61 to be used in conjunction with the SFY2021 allocation of \$500,000 for the program. The term of this agreement is for the period of July 1, 2020 through June 30, 2021.

The CTP connects individuals with behavioral health issues that are being released from prison to behavioral health services in the community. This program provides support and assistance to improve each person's ability to successfully reintegrate back into the community. This program provides recovery supports that help eliminate barriers to treatment and reentry and are specific to the participant's needs. A recovery support is a form of assistance intended to help an individual with mental health needs, or a member of the family of such an individual, to initiate and sustain the individual's recovery. Common recovery supports might include, but are not limited to housing, employment services, peer recovery support, transportation, life skills, spiritual support and other reentry needs.

- b) State Opioid Response (SOR) High Risk Families Grant – \$953,852.42

- Catholic Charities - \$375,764
- Department of Children & Family Services - \$1,480
- Mommy and Me, Too! - \$469,376.22
- Hitchcock Center for Women - \$72,877.20
- Signature Health - \$34,355

Ms. Harrison reported that due to a delayed release of this funding in 2020, along with COVID-19 related delays, OhioMHAS has renewed the SOR High Risk Families funding for one year, to enable this important program to reach its full potential. She indicated that in order to expand access to Medication-Assisted Treatment (MAT) to families in Cuyahoga County with Opioid Use Disorder (OUD) who are involved with the Cuyahoga County Department of Children and Family Services (DCFS), the ADAMHS Board has partnered with the providers listed above. Through these partnerships, the ADAMHS Board has ensured a full-time, bilingual SUD assessor is available to DCFS to provide immediate, trauma informed assessment and referral. Funding also facilitates the implementation of services for persons with OUD, including expansion of housing for parents and accompanying children, which accepts all forms of MAT. Case management, employment services and individual counseling is also available. Providers are required to report client-level data using the Substance Abuse Mental Health Services Administration (SAMSHA) Government Performance Reporting Act (GPRA) tool and data collection is monitored by the OhioMHAS SOR evaluation contractor, Wright State University. Clients are interviewed at intake and six months post intake. The term of this contract is for September 30, 2020 through September 29, 2021.

- c) State Opioid Response (SOR) Minority Communities Grant No Cost Extension – \$957,500
- Cleveland Treatment Center - \$331,600
 - Cleveland UMADAOP - \$232,448
 - Hispanic UMADAOP - \$94,748
 - Hitchcock Center for Women - \$298,704

The SOR Minority Communities Grant No Cost Extension expands access to treatment and supports to minority persons in Cuyahoga County with OUD. The ADAMHS Board will partner with the providers listed above. Through these partnerships, the ADAMHS Board will increase distribution of, and education about, Narcan, increase access to Medication-Assisted Treatment (MAT), expand outreach and awareness campaigns with targeted messaging and facilitate access to housing for minorities with OUD, which accepts individuals using all types of MAT.

Ms. Harrison reported that due to a delayed start of the program, along with COVID-19 related delays, OhioMHAS has renewed this SOR Minority Community funding for one year to enable these important programs to reach their full potential. Funding will support programs and projects that will increase access to treatment and recovery supports for minority populations impacted by the opioid epidemic. The SOR Minority Communities Grant No Cost Extension is for the amount of \$957,500 for the term of September 30, 2020 through September 29, 2021.

[Ashwani Bhardwaj entered the meeting.]

- d) Consulting Contract – Disparity and Equity Initiative
- Jeffrey D. Johnson, Attorney-at-Law, Consultant - Up to \$60,000

Ms. Harrison stated that the ADAMHS Board will contract with Mr. Jeffrey D. Johnson, Attorney-At-Law, Consultant, on the Board's Disparity and Equity Initiative in the amount up to \$60,000 for the time period of January 1, 2021 through December 31, 2021. This initiative is to eliminate structural racism and ethnic disparities to promote equity in behavioral health services in Cuyahoga County. The goals of this initiative include the following: 1) Identify structural racism and ethnic health disparities; 2) Reduce implicit bias in behavioral health services; 3) Emphasize culturally competent services funded by the ADAMHS Board and delivered by provider agencies; 4) Diversify provider workforces to overcome barriers and improve service outcomes; 5) Reduce behavioral health stigmas in the community; 6) Expand Board culturally competent training opportunities for provider agencies; and 7) Implement diversity strategies within the ADAMHS Board's strategic plan.

Mr. Harvey Snider inquired with Mr. Osiecki regarding clarification with various ADAMHS Board positions, including the new Director of Information Technology (IT) position, the Chief Clinical Officer Consultant position and the Disparity and Equity Initiative Consultant position. Mr. Osiecki reported that the Director of IT will be a new ADAMHS Board staff position in 2021. He indicated that the ADAMHS Board does not provide direct service to the community, therefore, the Board's Chief Clinical Officer Consultant position has been a part-time position for several years; and all agreed that the contract was for up to 20 hours a week on a monthly basis. The Disparity and Equity Initiative Consultant was established on an annual basis for a maximum dollar amount up to \$60,000. After a brief discussion, Mr. Osiecki and Mr. Snider agreed to speak about this inquiry at a later date.

Dr. Robert Fowler inquired as to whether a Request for Proposal (RFP) process was used to determine the consultant for the Disparity and Equity Initiative. Mr. Osiecki indicated that the process used included the recommendation of Board members, as well as Mr. Johnson's previous work history with the Board; and reported that an RFP is not needed to hire a consultant.

- e) Security Services Contract
 - Willo Security - \$20.65 Hourly Rate – Annual Estimate for CY2021 - \$150,695

Ms. Harrison reported that the Willo Security Services contract is for the hourly amount of \$20.65 with the annual estimate for Calendar Year (CY) 2021 of \$150,695; for the term of January 1, 2021 through December 31, 2021. The ADAMHS Board currently contracts with Willo Security for armed security guard services through December 31, 2020. Willo Security is paid for services provided on an hourly basis at \$19.95 per hour for regular hours, and \$29.93 per hour on designated holidays. In September 2019, the ADAMHS Board of Directors authorized Board staff to release an RFP to secure bids for security services in accordance with the Purchasing policy. The ADAMHS Board 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. The RFP Review Committee recommended that Willo Security be awarded a one-year security contract for the ADAMHS Board's Administrative Office and Seasons of Hope building, starting January 1, 2020 through December 31, 2020. Willo Security has rendered its services in a satisfactory manner, and it is recommended by ADAMHS Board staff that the contract be extended for CY2021, with the option for a one-year renewal at a new negotiated rate.

Ms. Sharon Rosenbaum inquired about the need for security services at the Board's Administrative Office during the present situation of staff working remotely. Ms. Harrison reported that presently there are no security services being provided at the Board's Administrative Office, however, Board staff will hopefully be returning to the Administrative Office in the near future.

- f) U.S. Department of Justice (DOJ), Bureau of Justice Assistance, Office of Juvenile Justice and Delinquency Prevention (OJJDP) Second Chance Act Addressing the Needs of Incarcerated Parents and Their Minor Children Program – \$745,969
 - Oriana House - \$372,984
 - FrontLine Service - \$372,985

Ms. Harrison reported that the Board will receive funding from the U.S. DOJ in the amount of \$745,969 for the term of October 1, 2020 through September 30, 2023. A 50% match is required; and the Board is providing this on an in-kind basis through its current funding of the Healthy Families Program. The DOJ's purpose in this 3-year OJJDP program is to promote and expand services in detention and correctional facilities to incarcerated individuals and their minor children, and provide services to children of incarcerated parents, ultimately to reduce violent crime, protect law enforcement (correctional officers) and reduce recidivism. The Board will enter into contracts with FrontLine Service for a total amount of \$372,985 and with Oriana House for a total amount of \$372,984 over a 3-year term of the grant.

The Healthy Families Build Strong Communities (Healthy Families) Program aims to directly improve public safety across Cuyahoga County by improving outcomes for incarcerated parents, their children and the custodial parents/caregivers. Through this grant award, a multi-faceted collaborate effort will be implemented, which will improve services through supports, strategies, and activities that foster positive family engagement, reduce violence and

recidivism and promote safe facilities, homes and communities. Data will be collected through the required DOJ Performance Management Tool.

Motion to recommend approval of Contracts (as listed above) to the full Board. MOTION: S. Rosenbaum / SECOND: J. Olsen / AYES: A. Bhardwaj, G. Boehm, C. Bryant, E. Caraballo, K. Kern-Pilch, S Killpack, J. Olsen, S. Rosenbaum, H. Snider / NAYS: R. Fowler / **Motion passed.**

5. CONTRACT AMENDMENT

- a) Amendment to Resolution No. 20-02-05, Acceptance of Adverse Childhood Experiences (ACEs) Grant Funds from the Cuyahoga County Board of Health (CCBOH) – \$5,283

The ACEs Grant funds in the amount of \$5,283 are pass-through funds from the Centers for Disease Control and Prevention (CDC) through the National Network of Public Health Institute (NNPHI) for the term of September 1, 2020 through August 31, 2021. This agreement extends the time to expend Year 2 funding to August 31, 2021, awarded through Resolution No. 20-02-05, due to COVID-19 related delays in project activities during most of 2020.

Motion to recommend approval of Contract Amendment (as listed above) to the full Board. MOTION: G. Boehm / SECOND: K. Kern-Pilch / AYES: A. Bhardwaj, G. Boehm, C. Bryant, E. Caraballo, R. Fowler, K. Kern-Pilch, S Killpack, J. Olsen, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

6. IDENTIFY CONSENT AGENDA

Rev. Gohlstin identified the following elements to include into the Consent Agenda: Contracts and Contract Amendments.

Mr. Osiecki suggested that the Consulting Contract – Disparity and Equity be taken out of the Consent Agenda and voted on independently. Mr. Harvey Snider concurred. After a brief discussion of this matter, the Consent Agenda was determined to remain as originally identified.

7. STRATEGIC PLAN PRESENTATION

Mo Wright, RAMA Consulting, Inc., provided a PowerPoint presentation of the latest complete Strategic Plan Framework. The presentation included the final goals, strategies and action items that were developed from two planning sessions. Emerging Plan Priority Areas included the following six strategic planning goals: 1) Strengthen System Service Delivery, 2) Measuring Our Impact, 3) Maximize Our Available Funding, 4) Maintain a High-Performing Organization, 5) Develop Our Workforce and 6) Communicate Our Story.

Mr. Wright reported that next steps include the documentation phase, whereby success indicators and timelines for completion of action items and strategy goals will be determined. Once feedback has been solicited from ADAMHS Board Leadership and a draft public-facing Executive Summary with goals and strategies has been completed, a full Strategic Plan document will be produced. The ADAMHS Board's final Strategic Plan and Executive Summary of the five-year plan, 2021-2025, will be completed by late November 2020. Mr. Wright answered questions and provided clarification for Board members. (A hard copy of the Strategic Plan Framework presentation is attached to the original minutes in the Executive Unit.)

Board Member Input:

- Dr. Fowler commended RAMA Consulting, Inc., for their thoroughness with this endeavor. Board members concurred.

8. ADAMHS BOARD'S NEW WEBSITE

Ms. Beth Zietlow-DeJesus, Director of External Affairs, reported that the ADAMHS Board's new website was recently launched and introduced Ms. Madison Greenspan, External Affairs Officer. Ms. Greenspan indicated that this website is user friendly and works well on a desktop computer as well as a mobile device.

Ms. Greenspan provided a brief overview, shared some features of the new website including a virtual art gallery and answered Board members questions. Board members also offered a few recommendations regarding information provided on the website.

Ms. Zietlow-DeJesus suggested that Board members review the Board's new website and offer additional suggestions where needed. She reported that a final review of the website will transpire prior to a press release in the near future.

Board Member Input:

- Ms. Katie Kern-Pilch provided accolades to staff for their efforts with the Board's new website. Board members concurred.

9. REVIEW OF CY2021 ADAMHS BOARD BUDGET

Mr. Osiecki reported that several inquiries were received from Board members based upon their review of the budget material and that questions were answered as they came in. Mr. Osiecki highlighted that Board members recently received revised CY2021 budget material via email, which included the following: 1) CY2021 ADAMHS Board – Total budget summary, 2) CY2020 programs not recommended for funding in CY2021, 3) CY2020 programs recommended for increased funding in CY2021 and 4) CY2020 programs recommended for decreased funding in CY2021.

Mr. Osiecki explained the rationale for the proposed revisions and realignment of the budget with respect to the ADAMHS Board position, Director of Information Technology (IT), which was inadvertently left off the CY2021 Board Administrative Budget. As a result, funding was realigned from the Other Obligated Funds line item; thereby, the total recommended CY2021 budget remained the same.

Mr. Fowler had previously requested that column totals should be identified within the section of the CY2021 Budget material detailing the following: 1) CY2020 programs not recommended for funding in CY2021, 2) CY2020 programs recommended for increased funding in CY2021 and 3) CY2020 programs recommended for decreased funding in CY2021. These revised documents reflect highlighted column totals. (A copy of the revised pages/sections is attached to the original minutes stored in the Executive Unit.)

Board Member Input:

- Ms. Kern-Pilch complimented Mr. Osiecki and staff for their efforts with the CY2021 ADAMHS Board budget. Board members concurred.

10. NEW BUSINESS

Ms. Zietlow-DeJesus reported that the ADAMHS Board partners with the Suicide Prevention Coalition to release an annual *Coping with the Holidays* booklet to help clients, families and the general public get tips for having less stress and more self-care during the holidays. This year, the group updated the booklet to be called *Coping with the Holidays and a Pandemic* and expanded the resources to include information on stressors related to COVID-19, how to stay physically safe, how to host safe holiday gatherings and special tips for children and older adults as well as many other topics.

The ADAMHS Board would like to distribute this year's booklet via mail to households that are in areas affected most by the digital divide, as indicated on the Cleveland Foundation's digital divide map. This distribution is aimed to reach 62,000 households. In addition to sharing the booklet via email, with the media and on social media, the ADAMHS Board would also like to purchase digital ads for zip codes in Cuyahoga County that have had a higher number of suicide deaths not listed on the digital divide map. The Board aims to get 100,000 impressions with these ads.

Ms. Zietlow-DeJesus reported that FrontLine Service had applied for a grant through OhioMHAS called Cares Funding, which supports these types of initiatives, however, only 88 grants were awarded and did not include this endeavor.

Motion to recommend ADAMHS Board approval of printing, mailing and purchasing digital ads for *Coping with the Holidays and a Pandemic* booklet in an amount not to exceed \$27,000 to the full Board. MOTION: G. Boehm / SECOND: S. Killpack / AYES: A. Bhardwaj, G. Boehm, C. Bryant, E. Caraballo, R. Fowler, K. Kern-Pilch, S. Killpack, J. Olsen, S. Rosenbaum, H. Snider / NAYS: None / **Motion passed.**

11. UPCOMING NOVEMBER 2020 AND JANUARY 2021 BOARD MEETINGS:

- General Meeting: November 18, 2020
- Community Relations & Advocacy Committee Meeting: January 6, 2021

- Planning & Oversight Committee Meeting: January 13, 2021
- Finance & Operations Committee Meeting: January 20, 2021
- General Meeting: January 27, 2021

There being no further business, the meeting adjourned at 5:23 p.m.

Submitted by: Linda Lamp, Executive Assistant

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