

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY  
FINANCE & OPERATIONS COMMITTEE MINUTES  
MAY 18, 2022**

**Committee Members Present:** Sharon Rosenbaum, MBA, Committee Chair, Ashwani Bhardwaj, J. Robert Fowler, Ph.D., Steve Killpack, MS, Harvey A. Snider, Esq.

**Absent:** Bishara W. Addison, Rev. Benjamin F. Gohlstin, Sr.

**Board Staff Present:** Scott Osiecki, Chief Executive Officer, Carole Ballard, Christina Bohuslawsky-Brown, Ariel Brownlee, Danielle Clark, Erin DiVincenzo, Tami Fischer, Cheryl Fratalone, Madison Greenspan, Felicia Harrison, Esther Hazlett, Bill Hebble, Myra Henderson, Charde' Hollins, Woo Jun, Linda Lamp, Samantha Maloy, Nancy Mundy, Vicki Roemer, Jessica Saker, Allison Schaefer, Starlette Sizemore, Maggie Tolbert, Leshia Yarbrough-Franklin, Nakia Yukas, Beth Zietlow-DeJesus

**1. Call to Order**

Ms. Sharon Rosenbaum, Committee Chair, called the meeting to order at 4:04 p.m.

**2. Public Comment on Agenda Items**

No public comment on agenda items was received.

**3. 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.

**4. Approval of Minutes**

The Finance & Operations Committee minutes from April 20, 2022 were approved as submitted.

*[Mr. Ashwani Bhardwaj entered the Zoom meeting.]*

**5. Diversity, Equity and Inclusion (DEI) in Behavioral Health Care Update**

Mr. Scott Osiecki, Chief Executive Officer, provided an update on the Diversity, Equity and Inclusion (DEI) Strategic Planning. He reported that the Board is entering its third month of DEI initiative planning and that he will continue to provide an update at each meeting. As a reminder, the updates provided build upon the previous reports, so he will not be repeating the reports that were given in the previous months. The DEI in Behavioral Health Care Work Group met on Monday, May 2, 2022. During the meeting, the group finalized its discussion on its name; and the group officially selected Eliminating Structural Racism Advisory Group to the ADAMHS Board. The group aligned on a sub-group structure, meeting schedule, and the following statement describing their purpose:

- The Eliminating Structural Racism Advisory Group to the ADAMHS Board will serve as a partner to the Board. Their role will be to identify and address structural inequities with a focus on racism in the areas of workforce, health equity and data and research in the local mental health, addiction, and recovery network. Additionally, the group will advise the Board on the implementation of key strategies and actions of the DEI Strategic Implementation Plan.

Mr. Osiecki reported that the meeting also included two DEI learning topics led by Rice Education Consulting (REdCon), including metrics to help organizations prioritize DEI, and hiring practices to encourage diversity. Ms. Clare Rosser, Chief of Strategic Initiatives, Ms. Starlette Sizemore, Director of Special Projects, and Mr. Osiecki met with REdCon to discuss the development of a one-page description of the goals and vision of the plan; how everyone might work together to further the implementation of the plan and how results will be measured.

An updated draft of the DEI Strategic Implementation Plan is expected within the week; and the ADAMHS Board sought community feedback on the draft by distributing a survey between Friday, May 6, 2022, through Sunday, May 15, 2022. 14 individuals responded. Ms. Rosser and Ms. Sizemore previously conducted a focus group with people with lived experience at the Life Exchange Center to gather input on the draft plan. Ms. Carole Ballard, Director of Education and Training, and Mr. Osiecki met with REdCon on Thursday, May 12, 2022, to discuss their electronic training capability; and the development of

education and training modules that Board staff and providers would use to gain a base line understanding of DEI, in addition to a tailored training specific to the Board's DEI plan.

Ms. Rosser, Ms. Sizemore and Mr. Osiecki met with REdCon on Tuesday, May 17, 2022, to review the results of the survey and community feedback. Mr. Osiecki highlighted that REdCon will take review the results and comments and make edits to the draft plan as appropriate. A final plan is expected by the end of the week of Monday, May 30, 2022.

#### **6. Finance Report Summary – March 2022 and April 2022**

Ms. Danielle Clark, Director of Finance, reported that the Administrative Budget that was approved for Calendar Year (CY) 2022 was \$7,043,861, and for March Actual YTD 2022, the total expenses were \$1,844,479.57; that is roughly 26% of the total Administrative Budget. As a result, the Board is on track with expenses for the first three months. Ms. Clark highlighted that relative to the Board Voucher Report for March 2022, the expense for Granicus was a one-time charge of \$4,740.75 for the Board's website.

The Funding Source Budget to Actual YTD, March 2022, 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 \$73,853,249; and through the end of March 2022, the Board has received \$52,035,656.74. The bulk of these funds consists of the Board's annual amount from the County levy subsidy of \$43,463,659 and includes the increase of \$4.1 million from Cuyahoga County starting in 2021. Ms. Clark reported that 70% of the budget has been received.

The Revenues By Source By Month report reflected that in March 2022, the Board received revenues of \$2,891,423.32. As a result, the Total Revenues By Source By Month is \$52,035,656.74.

The ADAMHS Board Budget vs. Actuals for 2022 reflect that March YTD Actual is \$19,466,654.06 that is roughly 23% of the Board's anticipated expenditures for the calendar year. Ms. Clark noted that the Diversion Center's expenditures are reflected on this report.

Revenue and Expenditures All Accounting Units By Month January through March 2022 includes administrative accounts as well as grant accounts. The total expenditures for March 2022 is \$7,404,376.92; bringing the total expenditures for Calendar Year 2022 to 19,466,654.06. This total includes the ADAMHS Board's Administration, Opportunities for Ohioans with Disabilities (OOD) Grant, the State Opioid Response (SOR) Grant and Other Grants.

The Revenues and Expenditures Grants YTD, March 2022 YTD reflects the Grant Accounting Units that include the OOD Grant, Other Grants and SOR Grant. The total expenditures for grants YTD is \$1,427,101.64.

The Cash Flow Report, March 2022 shows the 2020 Actual, 2021 Actual and YTD thru March 2022. This report shows a comparison of the available beginning balance, total available resources, expenditures and available ending balance. The available ending balance through March 2022 is \$74,159,115.90 and includes the County levy funds, which will be spent down throughout 2022.

The Diversion Center Revenues and Expenditures YTD March 2022 YTD reflects a total of \$1,298,544.94. Revenue of \$916,433.86 was received during March 2022. Ms. Clark provided some background relative to the Diversion Center expenses. She reported that prior to approving any Diversion Center expenses for reimbursement, the Contract Monitor for Cuyahoga County reviews each invoice to ensure accuracy. As a result, expenses will be shown first, prior to the revenue.

Ms. Clark reported that for April Actual YTD 2022, the total expenses were \$2,324,243.80; that is roughly 33% of the total Administrative Budget. As a result, the Board is on track with expenses for the first four months. Ms. Clark highlighted that relative to the Board Voucher Report for April 2022, the expense were considered typical.

The Funding Source Budget to Actual YTD, April 2022, reflects that the Board has received \$55,364,886.29. Ms. Clark reported that 75% of the budget has been received.

The Revenues By Source By Month report reflected that in April 2022, the Board received revenues of \$3,329,229.55. As a result, the Total Revenues By Source By Month is \$55,364,886.29.

The ADAMHS Board Budget vs. Actuals for 2022 reflect that April YTD Actual is \$24,679,770.29 that is roughly 29% of the Board's anticipated expenditures for the calendar year.

Revenue and Expenditures All Accounting Units By Month January through April 2022 reflects that the total expenditures for April 2022 is \$5,213,116.23; bringing the total expenditures for Calendar Year 2022 to 24,679,770.29.

The Revenues and Expenditures Grants YTD, April 2022 YTD reflects that the total expenditures for grants YTD is \$1,779,407.89.

The available ending balance on the Cash Flow Report through April 2022 is \$72,275,229.22.

The Diversion Center Revenues and Expenditures YTD April 2022 YTD reflects a total of \$1,337,048.58.

**Motion to recommend approval of the Board Voucher and Expenditure Reports for March 2022 and April 2022 to the full Board.** MOTION: R. Fowler / SECOND: S. Killpack / AYES: A. Bhardwaj, R. Fowler, S. Killpack, H. Snider / NAYS: None / ABSTAIN: None / **Motion passed.**

#### **7. Ohio Association of County Behavioral Health Authorities FY2023 Membership Dues**

Mr. Osiecki reported that these membership dues are for the Ohio Association of County Behavioral Health Authorities (OACBHA), which is the statewide organization that represents the interests of Ohio's ADAMHS Boards at the state level. Each member, including the ADAMHS Board, pays annual membership dues to OACBHA to support its operations, advocacy and educational efforts. Mr. Osiecki reported that OACBHA has been a vital source of information, resources and advocacy with the Ohio Department of Mental Health and Addiction Services (OhioMHAS) during the COVID-19 pandemic. OACBHA's annual membership dues for FY2023 cover the time period of July 1, 2022 through June 30, 2023.

**Motion to recommend approval of payment to the Ohio Association of County Behavioral Health Authorities (OACBHA) for annual membership dues for FY2023 (July 1, 2022 – June 30, 2023) in the amount of \$19,000 to the full Board.** MOTION: H. Snider / SECOND: R. Fowler / AYES: A. Bhardwaj, R. Fowler, S. Killpack, H. Snider / NAYS: None / ABSTAIN: None / **Motion passed.**

#### **8. Contracts**

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

- a) Child-Parent Psychotherapy (CPP) Training – \$340,000
  - Ms. Lili Gray, Senior National CPP Trainer - \$50,000
  - Dr. Nicole Tefera, Senior National CPP Trainer - \$50,000
  - OhioGuidestone - \$35,000
  - Achievement Centers for Children - \$15,000
  - Applewood - \$15,000
  - Cleveland Rape Crisis Center - \$15,000
  - Beech Brook - \$15,000
  - Hope Behavioral Health - \$65,000
  - To Be Determined - \$80,000

Ms. Harrison reported that the goal of the Cuyahoga County Early Childhood Mental Health (ECMH) Program is to ensure children's optimal development and future success by addressing their early emotional, social, and behavioral concerns. The Cuyahoga County ECMH Program seeks to improve the health of young children and their families by expanding the practice capacity for 50 Early Childhood clinicians by offering a free training and supervision

opportunity in CPP Certification. CPP is an intervention model for children aged birth-5 who have experienced traumatic events and/or are experiencing mental health, attachment, and/or behavioral problems.

CPP training will be available to interested ADAMHS funded ECMH providers as well as other county professionals looking to amplify their ECMH practice. System leaders, supervisors and direct staff serving children ages 0-5 will be encouraged to take the training and may apply through an application process. Through the ADAMHS Board, Invest in Children, and other community partner networks, special efforts will be made to market the opportunity to practitioners of color in the region, to increase the diversity of professionals able to address the community's needs. Training will be delivered in two separate cohorts, with 25 participants in each cohort. The first cohort will be Monday, May 23, 2022 through Thursday, May 26, 2022. This will be held virtually. The second cohort meeting date to be determined. The term of this contract is from May 1, 2022 through December 31, 2023 in the amount of \$340,000.

- b) Strategic Assessment of Youth Residential Resources with Educational Service Center of Northeast Ohio – \$50,000 (\$10,000 ADAMHS Board's Portion)
- Cuyahoga County
  - Juvenile Court of Cuyahoga County
  - Cuyahoga County Board of Developmental Disabilities

Ms. Harrison reported that as a part of Ohio Medicaid's effort to launch the next generation of Medicaid, the Ohio Department of Medicaid will implement OhioRISE (Resilience through Integrated Systems and Excellence), a specialized managed care program for youth with complex behavioral health and multi-system needs. In preparation for OhioRISE, Cuyahoga County, on behalf of its Division of Children and Family Services and Children First Council, ADAMHS Board, Juvenile Court, and Board of Developmental Disabilities will contract with Educational Services Center (ESC) of Northeast Ohio to provide a strategic assessment of youth residential resources in Cuyahoga County. ESC of Northeast Ohio will assess the youth residential capacity and develop an action plan to improve and increase capacity. There will be two contracts. A contract between Cuyahoga County, ADAMHS Board, Juvenile Court, and Board of Developmental Disabilities with ESC of Northeast Ohio which outlines the amounts each county entity will pay - Cuyahoga County to pay \$20,000, ADAMHS Board to pay \$10,000, Juvenile Court to pay \$10,000 and Board of Developmental Disabilities to pay \$10,000. Also, a contract between the ADAMHS Board and ESC of Northeast Ohio for \$10,000. Funding will be used to assess the youth residential capacity and develop an action plan to improve and increase capacity in preparation of OhioRISE. The term of this contract is for June 1, 2022 through May 31, 2023.

- c) Sponsorships:
- Removing the Stigma's *Bowl to Remove Stigma* Event, May 22, 2022 - \$500
    - o Ms. Harrison reported that Removing the Stigma's *Bowl to Remove Stigma* event is being held on Sunday, May 22, 2022, at the Lanes, 21400 Southgate Park Boulevard, Maple Heights.
    - o Removing the Stigma is a 501(c3) nonprofit tax-exempt grassroots organization with a mission to educate, empower and cultivate hope while promoting mental and emotional wellness and removing the stigma associated with mental illness and suicide.
    - o This event will allow individuals and families the opportunity to gather and bowl for a cause, while learning about the resources, opportunities and services available to help them and their loved ones beat the many challenges they face with mental illness.
    - o As a sponsor, the ADAMHS Board would receive the following benefits:
      - ❖ Logo/name on event video presentation and the Removing the Stigma website
      - ❖ One complimentary ticket
      - ❖ ADAMHS Board featured on all Removing the Stigma social media platforms
  - *Pride in the CLE*, June 4, 2022 - \$1,000
    - o Ms. Harrison reported that Board staff is requesting to sponsor *Pride in the CLE*, a march and festival, being held on Saturday, June 4, 2022, at Malls B and C in Cleveland.

- The event serves as an extension of the LGBT Community Center of Greater Cleveland's mission to enrich the lives of LGBTQ+ individuals in Northeast Ohio through advocacy, support, education and celebration. Also, it supports the LGBTQ+ community that already faces stigma and discrimination regularly, which is compounded when individuals are living with addictions and/or mental illness.
  - As a sponsor, the ADAMHS Board would receive the following benefits:
    - ❖ Listing as a partner on *Pride in the CLE* webpage
    - ❖ Logo placement on website with a link to the Board's site on the event page
    - ❖ Name listed on partnership page in *Pride in the CLE* Pride Guide
    - ❖ Half-page ad
    - ❖ Resource table at the event
- NAMIWalks Cleveland, September 24, 2022 - \$2,500
- The National Alliance on Mental Illness (NAMI) Greater Cleveland's NAMIWalks will celebrate its 20<sup>th</sup> anniversary in Greater Cleveland on Saturday, September 24, 2022, at Edgewater Park (Kite Field). This year's theme is, *Mental Health for All*, and will be held in-person following any required COVID-19 guidelines.
  - Over the past 19 years, NAMIWalks has raised funds for NAMI Greater Cleveland to continue and expand educational, advocacy and support programs for individuals living with mental illness and their families. In addition, NAMIWalks raises the public's awareness of mental illness and helps to eliminate stigma.
  - As a Gold Level sponsor, the ADAMHS Board would receive the following benefits:
    - ❖ Logo on local NAMIWalks Your Way website
    - ❖ Exhibit space including table and tent at the local NAMIWalks Your Way event
    - ❖ Sponsor's name included in press releases
    - ❖ Logo on NAMIWalks event day signage, poster and t-shirt
    - ❖ Cross promotion on social media and/or in electronic newsletters (3 posts, minimum)
- Cuyahoga County Teen Mental Health Summit, October 2022 - \$1,000
- Parma City School District in collaboration with Cleveland State University and the ESC of Northeast Ohio would like to present a *Cuyahoga County Teen Mental Health Summit* in October 2022.
  - The goal of this Summit is to train up to 750 students from at least five school districts to be Mental Health Ambassadors in their schools. Currently, Bedford, Brecksville, Cleveland Heights, North Royalton and Parma are participating in the summit.
  - The entire summit is expected to cost \$22,350 and the ADAMHS Board is requesting to sponsor the event in the amount of \$1,000 to defray the cost of hosting the event.
  - As a sponsor, the ADAMHS Board would receive the following benefits:
    - ❖ Logo and name on all Summit materials
    - ❖ Speaker session at the event
    - ❖ Resource table at the event

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

## 9. **Contract Amendments**

- a) Amendment to Resolution No. 21-05-04, Cuyahoga County Division of Children and Family Services (CCDCFS) Treatment Foster Care/Kinship Care Pilot Contract Extension
  - Catholic Charities - \$93,880

The Treatment Foster Care Pilot is a pilot program that provides intensive home-based services using the Trust Based Relational Intervention® (TBRI®) model, an evidenced based and trauma-informed intervention and

parenting model for children who have experienced relationship-based traumas. The staffing composition for the pilot includes licensed therapists and child welfare staff that participate in regular staffings, weekly team meetings, and training opportunities with CCDCFS staff regarding behavioral health and trauma-informed care while utilizing TBRI as a compliment. The clinical services provided are the following: Assessment & Screening, Therapeutic Interventions, Psychiatric Assessments and Pharmacological Services for ages 14 and older, Case Management and Care Coordination, and Crisis Intervention. Due to the limited number of homes identified, in addition to the delay in service provision, CCDCFS requested a contract extension to fully execute services to demonstrate the program's effectiveness. CCDCFS set a goal to license five treatment foster families by December 2022 through utilizing online training for recruitment. The original contract amount was \$251,000 and the balance of the contract is currently \$93,880. Approximately 25 clients will be served. Funding will be used to provide intensive clinical and supportive services. The term of this contract is for July 1, 2022 through June 30, 2023.

- b) Amendment to Resolution No. 21-11-07, Thrive Behavioral Health Center, Inc. Class 2 Residential Facility Peer Seal of Quality Program – Not to Exceed \$3,000

Ms. Harrison reported that in 2018, the ADAMHS Board implemented the Peer Seal of Quality Program to conduct home visits of the Adult Care Facilities (ACFs) that have been awarded contracts to provide housing to individuals with mental illness funded through the Board's Residential Assistance Program (RAP). The Peer Seal of Quality Program was temporarily put on hold during Calendar Year (CY) 2020 and CY 2021 due to the COVID-19 pandemic. ADAMHS Staff temporarily conducted ACF visits during this time. Based on the success of the initial two years of the Peer Seal of Quality Program, and improving COVID-19 conditions, the ADAMHS Board is continuing the program. Thrive Behavioral Health Center, Inc. Peers will perform the home visits. During the home visits the Peers will perform a walk through and visual assessment of the residence, take photos, complete a checklist and provide a recommendation of a "Peer Seal of Approval." The home visit is not a licensing inspection – all of the homes will already be licensed by OhioMHAS. The Peers will be looking for cleanliness, upkeep of the property (carpets, floors, cabinets, appliances, visual leaks, utensils, etc.), supply, availability and quality of food, clean sheets and towels, adequate toiletries, etc.

In 2022 the ADAMHS Board of Cuyahoga County developed a "preferred list" of Residential Assistance Program (RAP) Class 2 Residentials (also referred to as ACFs) to provide safe, decent and affordable housing for individuals living with mental illness. The Peer Seal of Quality for ACFs Program is designed to help the ADAMHS Board with maintaining this process.

- c) Amendment to Resolution No. 22-01-04, 2022 Substance Use Prevention, Treatment and Anti-stigma Campaign – Not to Exceed \$750,000
- Lamar Billboards - \$110,200
  - Lamar Bus (GCRTA) Ads - \$97,480
  - iHeart - \$70,000
  - Audacy - \$50,000
  - Radio One - \$71,965
  - Fox 8 - \$50,000
  - Spectrum - \$95,000
  - Advance Ohio - \$30,000
  - Call and Post - \$30,000
  - Parma Observer - \$8,064
  - Lakewood Observer - \$8,160
  - Other local publications - \$30,000
  - Social Media/Digital (Spotify) - \$15,700
  - Direct Mailing/Print Materials - \$83,431

Cuyahoga County Council members and the Overdose Fatality Review (OFR) Committee recommends that more education related to prevention, treatment including Medication-Assisted Treatment (MAT) and anti-stigma campaigns are necessary in Cuyahoga County. A work group will be composed to design the campaign and/or

identify existing campaigns that will meet the needs of the campaign. Substance use, including alcohol, has been worsened as a result of the pandemic. This multi-faceted campaign will use positive messaging to help prevent substance use and enhance education about treatment best-practices and how to connect with care. Once the new designs are created and previous campaigns are chosen to share, Board staff will conduct focus groups to evaluate the effectiveness of the messaging and purchase radio, television, billboard, bus, digital, print and social media advertisements to share these messages. In addition, the group will do a direct mail campaign to homes affected by the digital divide.

Ms. Harrison reported that this amendment identifies the vendors that will be utilized for the Substance Use Prevention, Treatment and Anti-Stigma Campaign that was originally approved in January 2022.

Mr. Harvey Snider inquired with Board staff as to the identification of other local publications. Ms. Beth Zietlow-DeJesus, Director of External Affairs, provided clarification regarding proposals that were recently received from various publications, such as the Cleveland Jewish News, United Auto Workers (UAW) and Plain Press, as well as other outreach efforts.

Mr. Ron Calhoun, Publisher of The Cleveland Observer, inquired as to whether there is a way for the Cleveland Observer to be included in this advertising effort. Ms. Zietlow-DeJesus reported that The Cleveland Observer is on the list of organizations that have not been contacted yet.

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

#### **10. Identify Consent Agenda**

Ms. Rosenbaum recommended including the March 2022 and April 2022 Finance Reports, the OACBHA FY2023 Membership Dues, Contracts and Contract Amendments into the Consent Agenda to be recommended for approval to the full Board.

#### **11. New Business**

No new business was received.

#### **12. Public Comment Period**

Ms. Rosie Palfy, a Veterans and Homeless Advocate, referenced the Diversion Center review and inquired as to whether there were Medicare or Medicaid reimbursements coming in; or is all the funding for the Diversion Center coming from Cuyahoga County's opioid lawsuit settlement. Ms. Harrison stated that the Diversion Center has to identify funding received from Medicaid, which does not come through the Board.

Ms. Palfy inquired as to how many Cleveland Police Officers have gone through the 40 hour specialized Crisis Intervention Team (CIT) training. Ms. Ballard responded that one training was held in 2022 with 17 officers. She reported that the total number of officers from the Cleveland Division of Police (CDP) that are now trained for the specialized CIT training is approximately 69 officers.

Mr. Calhoun introduced himself and indicated that The Cleveland Observer has been around for four years. Previous to this time for two years, they were known as The Ward 7 Observer. Presently they cover the majority of the East Side of Cleveland and are moving their way into the West Side of Cleveland.

#### **13. Upcoming May and June Board Meetings:**

- General Meeting: May 25, 2022
- Faith-based Outreach Committee Meeting: June 1, 2022
- Nominating Committee Meeting: June 8, 2022
- Planning & Oversight Committee Meeting: June 8, 2022
- Finance & Operations Committee Meeting: June 15, 2022
- General Meeting: June 22, 2022

***There being no further business, the meeting adjourned at 4:42 p.m.***

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

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