



**PLANNING & OVERSIGHT COMMITTEE
WEDNESDAY, JANUARY 11, 2023**

2012 West 25th Street, Cleveland, Ohio 44113 / United Bank Bldg. / Ohio Room – 6th Floor

Committee Mission Statement: *The Planning & Oversight Committee, in cooperation with all partners, advocates for and monitors programs, policies and practices which are continually improved to meet the needs of clients, their families, and the community.*

AGENDA

1. **Call to Order** – *Kathleen Kern-Pilch, MA, ATR-BC, LPC-S, Committee Chair*
2. **Public Comment on Agenda Items** – *Kathleen Kern-Pilch*
3. **Approval of Minutes:** September 14, 2022 – *Kathleen Kern-Pilch*
4. **Presentations:**
 - Department of Children and Family Services (DCFS) Short-term Emergency Child Care Program – *Erin DiVincenzo*
- *D'Angela Tanks, LISW-S, Director of Residential Services, The Centers*
 - Behavioral Health Urgent Care Program – *Nancy Mundy*
- *Jeffrey Allen, LISW-S, LICDC-CS, Director, Behavioral Health Urgent Care (BHUC), The Centers*
5. **Ohio Department of Mental Health and Addiction Services (OhioMHAS) Pass-through Funding for Cuyahoga County Court Psychiatric Clinic** – \$150,000 – (Action Requested) – *Allison Schaefer*
6. **Forensic Monitoring Program** – \$89,808 – (Action Requested) – *Allison Schaefer*
7. **Substance Abuse Prevention and Treatment (SAPT) Services** – \$192,473 – (Action Requested) – *Allison Schaefer*
8. **Community Collective Impact Model for Change 2.0: Addressing Social Determinants of Health in Minority and Underserved Communities Initiative** – \$50,000 – (Action Requested) – *Mark Onusko*
9. **Mental Health in the Juvenile Detention Center** – \$45,000 – (Action Requested) – *Britany King*
10. **Calendar Year 2023 Core Contract Termination for Life Long Transportation, LLC** – (Action Requested) – *Woo Jun*
11. **Policy Statement Review** – (Action Requested) – *Woo Jun*
 - Medication Assisted Treatment In Recovery Housing Policy
12. **Name Change from Women's Recovery Center to Lorain County Alcohol and Drug Abuse Services, Inc. by Merger** – (Action Requested) – *Woo Jun*

13. **ADAMHS Board Bylaws** – (Action Requested) – *Patricia James-Stewart / Woo Jun*
14. **Compliance Assessments 2022 Wrap-up Presentation** – *Anthony Henderson*
15. **OhioMHAS 2023-2025 Community Assessment and Plan (CAP) Progress Review** – *Clare Rosser*
16. **New Business**
17. **Follow-up**
18. **Public Comment Period**
19. **Upcoming January and February Board Meetings:**
 - Finance & Operations Committee Meeting: January 18, 2023
 - General Meeting: January 25, 2023
 - Faith-based Outreach Committee Meeting: February 1, 2023
 - Planning & Oversight Committee Meeting: February 8, 2023
 - Finance & Operations Committee Meeting: February 15, 2023
 - General Meeting: February 22, 2023

PLANNING & OVERSIGHT COMMITTEE

Kathleen Kern-Pilch, MA, ATR-BC, LPC-S, Committee Chair

Gregory X. Boehm, M.D., Committee Vice Chair

Reginald C. Blue, Ph.D.; J. Robert Fowler, Ph.D.; Sadigoh C. Galloway, MSW, LSW, LICDC-CS;
Benjamin F. Gohlstin, Sr.; Patricia James-Stewart, M.Ed., LSW; Basheer Jones; Elaine Schleiffer

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

PLANNING & OVERSIGHT COMMITTEE MINUTES SEPTEMBER 14, 2022

Committee Members Present: Katie Kern-Pilch, MA, ATR-BC, LPC-S, Committee Chair, J. Robert Fowler, Ph.D., Sadigoh C. Galloway, MSW, LSW, LICDC-CS, Patricia James-Stewart, M.Ed., LSW

Absent: Reginald C. Blue, Ph.D., Gregory X. Boehm, M.D., Rev. Benjamin F. Gohlstin, Sr., Basheer Jones

Board Staff Present: Scott Osiecki, Chief Executive Officer, Erin DiVincenzo, Madison Greenspan, Felicia Harrison, Myra Henderson, Woo Jun, Linda Lamp, Nancy Mundy, Mark Onusko, Clare Rosser, Jessica Saker, Allison Schaefer, Starlette Sizemore, Maggie Tolbert, Beth Zietlow-DeJesus

1. **Call to Order**

Ms. Katie Kern-Pilch, Planning & Oversight Committee Chair, called the meeting to order at 4:01 p.m. Ms. Sadigoh C. Galloway read into the record the Committee Mission Statement: *"The Planning & Oversight Committee, in cooperation with all partners, advocates for and monitors programs, policies and practices which are continually improved to meet the needs of clients, their families, and the community."*

2. **Public Comment on Agenda Items**

No public comment on agenda items was received.

3. **Approval of Minutes**

The Planning & Oversight Committee minutes of June 8, 2022 were approved as submitted.

4. **Presentation:**

Behavioral Health System Housing Developments

Ms. Allison Schaefer, Director of Adult Behavioral Health Programs, reported that Emerald Development and Economic Network, Inc. (EDEN, Inc.) is an agency that operates various types of housing programs that serve many different populations, including the behavioral health population. The ADAMHS Board currently funds EDEN, Inc. for the Housing Assistance Program (HAP) and permanent housing, which provide rental assistance for clients, property management for the properties owned by the Board and Consumer Operated Services. She stated that EDEN, Inc. also assisted with the Board's Adult Care Facility (ACF) mini-grants and North Ridge Commons, which is a permanent supported housing site. Ms. Schaefer introduced Ms. Emma Petrie-Barcelona, Chief Operating Officer; Mr. Richard Carr, Director of Real Estate Development & Construction; and Ms. Jalisa Neal, Development Project Manager, from EDEN, Inc.

Ms. Petrie-Barcelona shared that EDEN, Inc. has been in existence for over 30 years to help ensure available housing for persons with disabilities and primarily in the behavioral health system. She reported that their mission is to provide housing solutions to people facing the challenges of housing insecurities and homelessness. Ms. Petrie-Barcelona shared that EDEN Inc.'s vision recognizes that housing is a basic right of all people, and the first step in helping those vulnerable and disadvantaged transform their lives. EDEN, Inc. envisions that, through their efforts, homelessness will be brief and rare; and every family will have a safe, secure place to call home. Also, EDEN, Inc. believes housing serves as a foundation to build stable lives, advance independence and fulfill aspirations.

EDEN, Inc.'s approach to housing development includes an ongoing assessment of their current portfolio – rehabilitation versus divest versus new construction, a review of the needs/gaps of the behavioral health and homeless systems and a review of funding availability and options for site control. Ms. Petrie-Barcelona reported that EDEN, Inc. has two major areas of operations. They have over 4,000 rental subsidies in the private marketplace and have over 1,000 affordable housing units. Many of these housing units are part of the partnership whereby EDEN, Inc. owns, manages and maintains. These units range from large apartment buildings that were brought online within the last 15 years and others are structures and properties that have been in Northeast Ohio for well over 100 years.

Mr. Carr shared EDEN, Inc.'s current developments – Expansion Phase I, Expansion Phase II, Expansion Phase II, Transition Age Youth (TAY) Supportive Housing Development and Elderly Permanent Supportive Housing Development. EDEN, Inc.'s Portfolio Expansion Phase I provides more affordable housing for unhoused families whose head of household (HOH) has a mental health and/or substance use disorder (SUD). This housing, which includes a duplex, 4 townhouses and a single family home, can be found on the East and West side of Cleveland. The total development cost is \$2,650,000 and construction is expected to be completed in October 2022.

Ms. Neal reported that Portfolio Expansion Phase II includes a duplex, single family home and the rehabilitation of a four unit building. The total development cost is \$2,939,583 and construction is expected to start in late Fall of 2022 with the work being completed in the Winter of 2023. Portfolio Expansion Phase III includes the rehabilitation of 2-2 bedroom apartments and adding 2 units in a vacant storefront and the demolition of an existing building for the construction of 4-1 bedroom units, 3-2 bedroom units and 1-3 bedroom unit on the West side of Cleveland. The total development costs are projected to be approximately \$5,000,000 and construction is expected to start in the Fall of 2023 with the work being completed in the Winter of 2024.

Mr. Carr shared that the Cuyahoga TAY Supportive Housing project was driven by the need to provide affordable housing to young adults ages 18 to 24 who are experiencing homelessness, have a disability, and could benefit from on-site supports. This property is located at 1430 East 45th. Partners include CHN, EDEN, Enterprise Community Partners, Sisters of Charity Foundation, FrontLine Service, A Place 4 Me and the REACH Board. The total development costs are \$16,113,942 and construction is expected to start in Fall of 2022 with the work being completed in Fall/Winter of 2023.

Mr. Carr concluded with the Elderly Permanent Supportive Housing Development and shared homeless data from January 1, 2021 through March 25, 2022 for persons 55+ older. He stated that 1,279 persons served in total (363 were 65+), the average number of days of homelessness was 247, 80 persons were chronically homeless and 475 had a mental illness, 382 had a SUD and 275 had a chronic health condition and some were co-occurring disorders. Presently EDEN, Inc. is working with CHN Housing Partners in the development phase and plan to submit a 9% Low-Income Housing Tax Credit (LIHTC) application in February 2023. They are also currently working on site selection and identifying potential support service providers; and working on the building design with the goal of aging in place. (The PowerPoint presentation is attached to the original minutes stored in the Executive Unit.)

[Ms. Patricia James-Stewart, M.Ed., LSW, arrived.]

5. Projects for Assistance in Transition from Homelessness (PATH) Program

Ms. Schaefer reported that the PATH program goal is a harm reduction approach for the provision of support services to individuals with severe and persistent mental illness and/or co-occurring SUD, who are homeless or at risk of becoming homeless, connecting the individual to housing, behavioral health services, and community resources. Federal requirements for the PATH program stipulate that its purpose is to transition individuals by being a short-term outreach and engagement initiative. Once a client agrees to be linked or referred to services, the client becomes enrolled. Once the referral is made to a community mental health agency, the client begins to receive services from the agency provider. Outreach services are conducted in the streets, under bridges, in parks or abandoned cars and buildings in Cuyahoga County. Once stabilized, the enrolled client is transitioned to community mental health and alcohol and other drug addiction provider agencies for ongoing services and community reintegration. FrontLine Service is the ADAMHS Board provider of homeless services, is the only PATH provider in Cuyahoga County, and has annually received PATH pass-through dollars since 1993. Ms. Angela Cecys, Program Manager of Path at FrontLine Service, was in attendance to respond to any questions Board of Directors had.

Motion for approval of funding for the Projects for Assistance in Transition from Homelessness (PATH) Program to FrontLine Service in the amount of \$461,993.44 for the term of July 1, 2022 through June 30, 2023 to the Finance & Operations Committee. MOTION: R. Fowler / SECOND: P. James-Stewart / AYES: R. Fowler, S. Galloway, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

6. Community Transition Program (CTP) Funding

Ms. Schaefer reported that the CTP connects individuals with behavioral health diagnoses 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; and provides direct treatment services prior to (in-reach) and upon release. In-reach is recommended when possible as it increases engagement post-release. CTP also 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. Additionally, the CTP provides a variety of SUD treatment and recovery services; and based on historical referral data, the program plans to serve approximately 375 individuals.

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. The CTP started as a Pilot program with FrontLine Service in July 2018 and expanded to include referrals to those in need of SUD treatment and services in 2019. The Ohio Department of Mental Health and Addiction Services (OhioMHAS) approved carryover funds from the SFY2022 allocation of \$12,144.19 to be used in conjunction with the SFY2023 allocation of \$750,000 for the program. Ms. Diana Warman, Associate Director of Forensic Case Management at FrontLine Service, was in attendance to respond to any questions Board of Directors had.

Motion for approval of funding for the Community Transition Program (CTP) to FrontLine Service in the amount of \$762,144.19 for the term of July 1, 2022 through June 30, 2023. Funding is from OhioMHAS and includes \$12,144.19 in approved carryover funds and the SFY2023 allocation of \$750,000 to the Finance & Operations Committee.

MOTION: S. Galloway / SECOND: R. Fowler / AYES: R. Fowler, S. Galloway, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

7. Opportunities for Ohioans with Disabilities (OOD), FFY2023 Case Services Contract

Ms. Myra Henderson, Adult Behavioral Health Specialist II, reported that the purpose of the OOD contract is to help adults and transitional youth ages 16-22 with mental illness and alcohol/drug dependence obtain and maintain employment. The OOD contract will serve clients in Cuyahoga County. The ADAMHS Board will subcontract with Recovery Resources to provide case management activities to clients in need of vocational rehabilitation services. Recovery Resources has years of experience providing vocational rehabilitation services to the target population. This fiscal year the number of subcontractors was decreased because OOD right sized the contract to include four caseloads instead of the seven that were in the previous fiscal year. A total of 328 individuals will be served. The funding provided supports the following full-time equivalent (FTE) staffing:

- o Vocational Rehabilitation Coordinators – 4 FTE's
- o Supervisor – 0.67 FTE
- o Support Staff – 1 FTE
- o Total Staffing – 5.67 FTE's

Ms. Maureen Masterson, Supervising Manager of Employment Services at Recovery Resources, was in attendance to respond to any questions Board of Directors had.

Motion for approval of the agreement with Opportunities for Ohioans with Disabilities for the OOD case services contract in the amount of \$1,215,502.83 which includes \$998,375.20 of OOD funds plus the required ADAMHS Board match totaling \$217,127.63; and approval of the distribution of the OOD funding and ADAMHS Board match funding in the following manner: contract with Recovery Resources in the amount of \$443,302.83, pooled fund managed by OOD for case services budgeted costs in the amount of \$772,200 to be paid directly to the provider agency, and the ADAMHS Board match totaling \$217,127.63 provided to Opportunities for Ohioans with Disabilities, for the term of October 1, 2022 through September 30, 2023 to the Finance & Operations Committee. MOTION: P. James-Stewart / SECOND: R. Fowler / AYES: R. Fowler, S. Galloway, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

8. Diversity, Equity and Inclusion Strategic Implementation Plan Consultative and Training Services

Ms. Starlette Sizemore, Director of Special Projects, reported that starting in October of 2021, Rice Education Consulting, LLC (REdCon) worked with the ADAMHS Board to develop a Diversity, Equity and Inclusion (DEI) Strategic Implementation Plan, which was unanimously adopted at the June 22, 2022, General Meeting via Resolution No. 22-06-08. The plan was developed with the input of clients, community members, system partners, the ADAMHS Board of Directors and staff. The DEI Strategic

Implementation Plan is an overlay to the ADAMHS Board 2021-2025 Strategic Plan with clearly defined goals and action steps that the ADAMHS Board will use to develop a culturally competent, culturally appropriate, and diverse mental health, addiction and recovery support system that delivers treatment, recovery and prevention services that prioritize equity and inclusion to meet the needs of the diverse residents of Cuyahoga County.

REdCon will work with the ADAMHS Board to provide consultation and training to implement action items from the DEI Strategic Implementation Plan, as well as initiatives from the Health Equity and Cultural Competency (HECC) Plan developed through a partnership with the Ohio Association of County Behavioral Health Authorities (OACBHA).

Motion for approval of the Board of Directors to contract with Rice Education Consulting, LLC (REdCon) in the amount of \$180,750 for ongoing consultative and training services to implement the DEI Strategic Implementation Plan for the term of October 1, 2022 through September 30, 2023 to the Finance & Operations Committee. MOTION: P. James-Stewart / SECOND: S. Galloway / AYES: R. Fowler, S. Galloway, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

9. Identification Crisis Collaborative (IDCC)

Ms. Sizemore reported that the IDCC consists of 37 agencies, shelters, treatment facilities, neighborhood outreach centers, churches, shelters, etc., in Cuyahoga County, providing assistance with essential identification documents for individuals with low income and who are homeless. The IDCC also provides advocacy and help navigating systems when expensive and hard-to-obtain documents are required for basic needs and services. The IDCC will provide bus tickets to enable the people served to travel to the locations necessary to obtain documents or an ID (Cleveland Vital Statistics at City Hall, five area Bureau of Motor Vehicles (BMV), etc.). The IDCC will train providers throughout the year on new State and Federal rules regarding IDs such as Real ID, and new BMV rules. Due to this year's funding from the ADAMHS Board, the Community West Foundation funded a part-time Training Specialist and the IDCC was able to expand their list of service sites by adding the following locations:

- o Blessed Trinity Parish
- o Life Exchange Center
- o Spanish American Committee
- o Zelma George Family Center

The Bridge Foundation continues to serve as the Fiscal Sponsor while the IDCC works to register its own IRS designation as a 501(c)3 tax-exempt organization. Through July of 2022, IDCC provided 525 documents to 473 individuals with low income. They also trained 32 volunteers/staff and will distribute bus tickets during the second half of the year. The IDCC is on pace to meet their 2022 goal of serving 2,745 individuals. In 2023, IDCC will explore expanding services to more sites, depending on expenditures and budget. Ms. Eileen Kelly, Director of the IDCC, was in attendance to respond to any questions Board of Directors had.

Motion to authorize funding to the Bridge Foundation - Identification Crisis Collaborative for the term of January 1, 2023 to December 31, 2023, in the amount of \$101,000 to the Finance & Operations Committee. MOTION: R. Fowler / SECOND: S. Galloway / AYES: R. Fowler, S. Galloway, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

10. The Metanoia Project Homelessness Support

Ms. Sizemore reported that since 2007, The Metanoia Project has provided overnight hospitality such as sleeping accommodations, showers, meals, clothing, and medical care consistently to over 100 unique unsheltered homeless guests in Cleveland. Last season, they assisted 175 guests that stayed at least one night and provided 2,843 hot meals. The goal is to support the unsheltered homeless and help them prepare to move into stable, permanent housing, secure the skills needed to financially support themselves, improve their mental and physical well-being, and ultimately not return to homelessness. The staff at the hospitality centers not only keep the environment calm and free of trauma, but they also form meaningful relationships with the guests to assist them as they begin to take the steps to end their cycle of homelessness. Last season, Metanoia expanded meal offerings with a new breakfast program, provided continual art therapy, utilized a local shower bus for weekly showers, and expanded their substance use support services through weekly support meetings and provided NARCAN, testing strips, and other important resources. The Metanoia Project also provides regular access to MetroHealth's Docs on the Street (DOTS) outreach workers to assist with housing applications, employment, healthcare, and connection to

outside services including the Veterans Administration, substance use support through community outreach groups, and mental health needs. Current sites are Franklin Circle Church and Bethany Presbyterian.

The Metanoia Project will operate two overnight hospitality centers on the west side of Cleveland that will provide a safe, peer-supported approach that will focus on the physical, mental, and emotional well-being to the homeless population. The Project will provide meals, overnight stays, art therapy, showers, weekly substance use support services, NARCAN, testing strips and assistance with retrieving IDs/necessary documents and additional resources. Services will also include two evidence-based service models: Psychosocial Rehabilitation and Relational Model. They are planning to also provide trauma-informed yoga.

Motion for approval to allocate funds to The Metanoia Project in the amount of \$25,000 for the term of November 1, 2022 through December 31, 2022 to the Finance & Operations Committee. MOTION: P. James-Stewart / SECOND: R. Fowler / AYES: R. Fowler, S. Galloway, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

11. Youth-Led Prevention Funding for the Teen Institute Program

Ms. Erin DiVincenzo, Director of Prevention and Children's Behavioral Health Programs, reported that Youth-Led Prevention is a planned sequence of activities that, through the practice and application of evidence-based prevention principles, policies, practices, strategies and programs, is intended to inform, educate, develop skills, alter risk behaviors, affect environmental factors and/or provide referrals to other services. The purpose of the Teen Institute program is to build leadership skills in teens and reinforce the decision to be drug-free. The Teen Institute provides adolescent leaders with tools and information regarding high risk behaviors, and then engages them in designing and delivering programming for their peers that uses this knowledge to shape behavior change. Peer Prevention is provided through healthy drug-free lifestyles by having students participate in programs and activities that provide safe environments and positive adult involvement. The students are positive peer role models for younger students to demonstrate that they are a needed and valuable part of the program.

Since 1981, Recovery Resources' Teen Institute's overall goal encourages students from Cuyahoga County to participate in training opportunities throughout the year in order to learn how to effectively implement prevention programs. These trainings are highly effective; as students engage in activities that increase Alcohol, Tobacco and Other Drugs (ATOD) knowledge and as mentioned above, learn leadership skills to become positive peer role models in their schools and communities. 30 Peer Led Leaders to be served through direct prevention and up to 500 youth will be served through indirect prevention services.

Ms. DiVincenzo shared that this program is commonly known as Casey's Kids; and that a representative was in attendance to respond to any questions Board of Directors had.

Motion to accept the amount of \$22,474 for the Teen Institute Program and contract with Recovery Resources for the period July 1, 2022 through June 30, 2023 to the Finance & Operations Committee. MOTION: S. Galloway / SECOND: R. Fowler / AYES: R. Fowler, S. Galloway, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

12. Support of State Legislature Capital Assistance Applications

Mr. Woo Jun, Director of Risk Management, shared that ADAMHS Board support must be provided for State Legislature Capital Assistance Applications from Cuyahoga County providers. Services provided include, but are not limited to, the full array of community behavioral healthcare and residential treatment services for children and adolescents. Mr. Jun reported that the State of Ohio Assurance Statement requires the ADAMHS Board of Cuyahoga County to assure the building will be used for the purpose described in the Application unless written authorization is obtained from the State. The State of Ohio Assurance Statement requires the ADAMHS Board of Cuyahoga County approve the Application with an assurance of an intent to support applicant's program consistent with the Application, and in addition, to annually monitor the program and operations of the facility. No ADAMHS Board funding is required. Third-party and State of Ohio funding to be used for renovation. The State of Ohio requests a board resolution from the ADAMHS Board of Cuyahoga County to reaffirm and provide support for the following project:

- a) PROJECT MH-1274, Cleveland Christian Home, Inc. Renovation Project will bring the facility up to current requirements and provide a more therapeutic environment that is trauma focused and respectful of clients.

This project will update and renovate the 98-year-old building units and common areas to bring the facility up to current requirements and to improve the therapeutic environment located at 11401 Lorain Avenue in Cleveland, Ohio. The renovations are client centered improvements that promote a therapeutic environment that is trauma focused and respectful of clients. Total project cost is \$2,780,349 with a \$700,000 request from the State of Ohio. The number of individuals to be served is 450 annually.

- b) PROJECT MH-1165, Cornerstone of Hope, Inc. Campus Expansion will allow for additional grief-specific support groups and longer-term support, along with bereavement and trauma training in the meeting and community room.

This project will demolish an outdated building located at 5901 Brecksville Road in Independence and construct a new building for additional individual and group therapy spaces, workspace for staff, and meeting and community room space. This building will be connected to the main campus located at 5905 Brecksville Road. Additionally, 5887 Brecksville Road will be used to expand the parking facilities needed in conjunction with the overall expansion. Total project cost is \$3,600,000 with a \$750,000 request from the State of Ohio. The number of individuals to be served is 3,000 to 4,000 annually.

Mr. Mark Tripodi, Chief Executive Officer of Cornerstone of Hope, Inc., was in attendance to respond to any questions Board of Directors had.

Ms. Kern-Pilch commended Cornerstone of Hope, Inc. for their efforts and stated that family members have utilized their services.

Motion for approval of the ADAMHS Board of Cuyahoga County Support of State Legislature Capital Assistance Applications for PROJECT MH-1274: Cleveland Christian Home, Inc. Renovation Project and PROJECT MH-1265: Cornerstone of Hope, Inc. Campus Expansion to the full Board. MOTION: R. Fowler / SECOND: P. James-Stewart / AYES: R. Fowler, S. Galloway, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

[Robert Fowler, Ph.D., left.]

13. New Provider/New Program Review (8-Month)

Mr. Jun reported on the New Provider/New Program Review. He stated that during the April and June 2022 Board cycles, he gave a presentation regarding the progress of our new providers/new programs pursuant to the Probationary Period for New Providers/New Programs Policy. This presentation is the 8-month review of our new providers/new programs. Mr. Jun reported that the board passed the "Probationary Period for New Providers/New Programs" policy in September 2021 to ensure successful implementation of our new providers/new programs. The summary of the policy is that all new providers/new programs are placed on a 6-month probationary period in order to allow more frequent and careful monitoring. At the end of the 6-month probationary period, the Board has the option to 1) remove probation; 2) extend probation 90-days; or 3) terminate the program. In CY2022, the Board has 27 new programs of which are run by 8 new providers and these new providers/new programs were placed on a 6-month probation.

In order to implement the Probationary Period Policy, Board staff developed a document titled New Provider/New Program Review; whereby the applicable time period of the review can be selected and various questions answered regarding the programs to determine successful program implementation. Additionally, staff can place a provider on a corrective action plan for any question that needs improvement to ensure that issues are fully documented. Based on the nine questions, management will make a recommendation regarding the program, such as removing or extending the probationary period or terminating the program. Mr. Jun shared that a management recommendation at the 2-month review could consist of maintaining monitoring schedule and/or a letter along with a copy of the Review and the Corrective Action Plan (CAP) to the Executive Director/Chief Executive Officer for programs that need improvement. The management recommendation at the 5-month review could consist of the removal of the probationary status, extending probation 90 days, or terminate the program (management to discuss) and make recommendation to the Board of Directors. The 8-month review (if probation were extended) could consist of removal of probationary status or terminate the program (management to discuss and make recommendation to the Board of Directors).

Mr. Jun reported that the results of the 5-month review were shared at the June 2022 General Meeting. The Board has 25 programs (92.5%) that successfully completed probationary periods and two programs (7.5%) where they made some progress and will have their probationary periods extended 90 days due to concerns. The 22 programs that were progressing sufficiently at the 2-month review did not have new concerns at the 5-month review. As a result, Mr. Jun shared the 8-month review results of the programs that were rated "remove probationary status." These two providers and their program names were Friendly Inn – Behavioral Health Center and Northeast Ohio Neighborhood Health Services, Inc. – BEST.

Mr. Jun stated that Friendly Inn had an issue during the 5-month review regarding their certification, which lapsed, however they are in the process of getting this matter rectified. He also shared that Northeast Ohio Neighborhood Health Services, Inc. had a problem with meeting their goals, which were set too high. As a result, the Board realigned their goals. Mr. Jun stated that in their program, they utilized retired National Basketball Association (NBA) players to get the children involved, however, the NBA did not want to participate in the program. As a result, the Board tried to follow up with the retired NBA players, but were unsuccessful in meeting with them. On the other hand, Northeast Ohio Neighborhood Health Services, Inc. was able to hire some individuals to continue this portion of the program. Therefore, a notice will be forwarded to their Executive Director/Chief Executive Officer that Board staff will be removing their probationary status and will be considered a regular core contract for CY2022.

Mr. Jun updated Board of Directors regarding the status of the Visiting Nurse Association (VNA) of Ohio. He reported that the Board entered into the New Provider and/or New Program Contract with VNA of Ohio on a 6-month probationary status as a new provider to operate the CARE Program. The CARE Program was designed to bridge the gap in services of behavioral health clients discharged from hospitals that were awaiting an appointment with their outpatient treating provider by:

- o Assisting in obtaining mental health medications;
- o Providing education on health-related topics; and
- o Providing education related to the importance of following their medication regimen.

Additionally, VNA was to provide MAT (Medication Assisted Treatment) services to eligible clients utilizing Vivitrol. Services were to be provided in the clients' homes and out in the community with the goal to lower readmission rates and emergency room visits, along with providing education related to behavioral health. During the 6-month probationary period, issues with staffing and other issues were noted, but the probationary status was removed as VNA was moved to pooled funding where it had to bill for services provided. However, on Friday, September 2, 2022, VNA of Ohio sent notice to the ADAMHS Board its intent to terminate its CARE Program due to staffing issues.

Mr. Jun responded to questions from the Board of Directors regarding the New Provider/New Program Review. (The PowerPoint presentation is attached to the original minutes stored in the Executive Unit.)

14. New Business

Mr. Scott Osiecki, Chief Executive Officer, provided a brief update regarding St. Vincent Charity Medical Center's announcement to close their inpatient and surgical services as of Tuesday, November 15, 2022. Unfortunately, this includes 30 beds in their inpatient psychiatric unit, as well as 20 beds in Rosary Hall, including inpatient detoxification. He reported that additional information will be forthcoming.

Mr. Osiecki provided a brief update on correspondence received from Judge David Matia, who wrote about MAT and the Americans with Disabilities Act (A.D.A.). Judge Matia states that many recovery facilities and sober houses in our community do not accept individuals suffering from SUD who are on MAT. This practice is illegal and violates the A.D.A. Judge Matia is recommending that the ADAMHS Board should not be financially supporting organizations that violate the A.D.A.; and has asked the Board to adopt a policy requiring any financial recipient of ADAMHS Board funds to be in compliance with the A.D.A. in regard to MAT.

Discussion was had regarding the difference between Care Responder Teams versus Co-Responder Teams. Care Responder Teams started with Fountain House, in New York, and a network of affiliated clubhouses across the country that are advocating for public-health-first solutions through their multi-site Care Responders, which are non-police individuals. A Co-Responder Team model is a collaborative approach to behavioral crisis response that seeks to reduce harm and facilitate alternatives to arrest by providing police-mental health professional co-response to calls for service involving persons in crisis.

Mr. Osiecki provided an update regarding the status of the Board's involvement in the collaborative effort with the Department of Children and Family Services (DCFS).

15. Follow-up

No follow-up was received.

16. Public Comment Period

No public comment was received.

17. Upcoming September, October and November Board Meetings:

- Finance & Operations Committee Meeting: September 21, 2022
- General Meeting: September 28, 2022
- Committee of the Whole Meeting: October 19, 2022
- General Meeting: October 26, 2022
- Committee of the Whole Meeting: November 9, 2022
- General Meeting: November 16, 2022

There being no audience comment or further business, the meeting adjourned at 5:37 p.m.

Submitted by: Linda Lamp, Executive Assistant

Approved by: Kathleen Kern-Pilch, MA, ATR-BC, LPC-S, Planning & Oversight Committee Chair



THE CENTERS

Health. Family. Work. **Hope.**

Issue and Opportunity

FOSTER HOMES NEEDED

Children coming into the care of DCFS has increased 46% since January 2017. Resulting in operating an on-site childcare room at The Division of Children and Family Services for an average of 45 children per month



TRAUMA

Experiences of abuse and neglect including human trafficking



YOUTH INVOLVED IN MULTIPLE SYSTEMS & OFTEN NO LONGER WELCOMED

Youth involved with Juvenile Court and/or disrupting from prior placements



SIGNIFICANT CHALLENGES

Youth with significant mental health, emotional, and/or behavioral concerns including sexual behavior problems and/or who have sexually inappropriate behaviors.



“Now, as I’ve suggested before, what is adaptive for children living in chaotic, violent, trauma-permeated environments becomes maladaptive in other environments-especially school. The hypervigilance of the Alert state is mistaken for ADHD; the resistance and defiance of Alarm and Fear get labeled as oppositional defiant disorder; flight behavior gets them suspended from school; fight behavior gets them charged with assault. The pervasive misunderstanding of trauma-related behavior has a profound effect on our educational, mental health, and juvenile justice systems.”

**Dr. Bruce D. Perry, What Happened To You?
Conversations on Trauma, Resilience, and Healing**

What If...



- We provide a physical and emotionally safe environment for our most **resilient** and **valuable** youth in transition to enjoy being youth.
- A 5-star hotel approach personalized to meet the needs of each youth.
- A welcoming lobby with 24/7 access and quick entry along with simple welcoming agreements.
- A setting designed to provide an environment to support relaxation & recharge to begin or continue the healing process while transitioning on each teen's journey.
- A team trained in both trauma-based care and high-quality customer service with a minimum of one team member for every two youth.
- An environment away from the city where youth can recharge in nature and with therapeutic pets.



A 5 Star Private Hotel Approach for Teens



- A teen focused Trauma-Informed Environment
- Private bedrooms with a welcome basket of necessities along with an iPad/wireless headphones and places to keep special items secure. And did we mention comfy beds?
 - Soothing colors and adjustable lighting throughout the space
 - Nature and outdoor lounge space
 - Unisex single bathrooms
- A Boutique with new/gently used clothing and shoes, backpacks, school supplies and suitcases.
 - Areas to relax, exercise, study, play games and watch tv
- Weekly visits from volunteer Beauticians and Barbers with emergency appointments

Designed to Support Youth in Transition

Predictable Opportunities to Support Wellbeing

- A schedule that supports time for physical movement, relaxation, nature, therapeutic pets, educational support, career path discovery, self-care and always a supportive team to guide and talk to.
- Quiet hours but also 24/7 lounge area access.



Meal and Snack Options

- Healthy, but yummy Chef meal selections that can accommodate allergies along with vegan and vegetarian options
- A refreshment and snack area that can be accessed when needed.

Additional Amenities

- Laundry Services or Self-Serve
- Daily Housekeeping, but opportunities to learn skills
 - Access to a Nurse and Pharmacy
 - Access to a Therapist
- Lyft or Uber Rides to School & Important Appointments
- A plain clothes officer to ensure the safety of all guests
- Team Members easily identified with name tags and T- Suite Gear
- A room to receive visitors including support of supervised visitation.

Proposal to Cuyahoga County

- Provide 8 Emergency Beds for Youth ages 12-18
- No exclusionary criteria
- Project to serve up to 100 Male and Female Youth a Year
- Provide a low staff to youth ratio of 1 team member for every 1 – 2 youth dependent on need
- Pay Staff Above Market Rates
- Provide onsite Off Duty Officer, CIT & Trauma Trained



- Provide onsite Therapist and Nurse
- Site will be Christian Children's Home; open as soon as adequate staffing in place
- Allow Transition Time to Increase to 8 Bed Capacity

T-Suites Implementation Update

Staffing

- Evaluating 100+ applicants for Youth Specialist Positions
- Job Fair in mid-October, pending Job Fair mid-January
- Leadership staff hired

Training

- Staff trained in Therapeutic Crisis Intervention and Trauma-Informed Care
- Evaluating Collaborative Problem Solving

Space Preparation

- Selected wing at CCH to be the home of T-Suites
- Renovations complete and furniture purchased

The Centers – T-Suites

Questions?



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Behavioral Health Urgent Care

BEHAVIORAL HEALTH URGENT CARE

The Centers' Behavioral Health Urgent Care (BHUC) is one component of the Whole Person Integrated Care Model and is considered to be an important part of an ideal Behavioral Healthcare System. This service is designed to rapidly engage individuals in a pre-crisis phase to avert decompensation and the need for a higher level of care. It can also respond during the post-crisis phase to ensure ongoing engagement, support, and care coordination. BHUC serves as an access point for individuals with urgent behavioral health needs and navigation hub to intra-organization and community resources and services.

BHUC addresses recognized barriers by increasing service access and capacity, reducing stigma, addressing social determinants of health and logistical impediments, emphasizing early detection, intervention, and stabilization, promoting cross-system communication, and coordinating care for those served.



BEHAVIORAL HEALTH URGENT CARE

BHUC was designed to support the OhioMHAS Crisis Response System through:

- Providing timely and appropriate engagement and alternatives to unnecessary hospitalization
- Improving the safety and security for individuals experiencing a crisis
- Increasing access and capacity to on-demand behavioral health services
- Improving overall health outcomes through an array of Care Pathways
- Streamlining information sharing through Care Coordination
- Activating Care Pathways with community partners
- Establishing collaborative partnerships with community providers and resources
- Using a person-centric and Whole-Person Integrated Care model
- Navigating and linking individuals to Primary and Dental care
- Embracing the spirit of recovery and resilience for individuals served



BEHAVIORAL HEALTH URGENT CARE

BHUC provides on-demand and non-invasive services and is inclusive of mental health, substance use, or co-occurring conditions and responds to the needs that fall short of posing an immediate risk of harm to self or others. The principle aims of BHUC are to:

- Offer accessible, on-demand and non-invasive services,
- Provide a safety-net when there is a need for an early prescription adjustment or refill,
- Avoid escalation of symptoms and deterioration of role function while waiting for care access,
- Offer a cost-effective alternative to emergency department utilization,
- Support the community continuum of care,
- Provide an antidote for emergency room boarding and outpatient wait times, and
- Offer a Bridge Service between appointments with an established provider.



BEHAVIORAL HEALTH URGENT CARE

- To promote wellness and improve the quality of life in the community
- To provide an additional resource to complement the safety net within the community behavioral health system
- To serve as an alternative to local emergency room visits, as well as a navigation hub to community resources and ongoing behavioral health services
- To provide on-demand and non-invasive services that are inclusive of mental health, substance use, or co-occurring conditions
- To respond to the needs that fall short of posing an immediate risk of harm to self or others
- This one-of-a-kind service in Cuyahoga County is intended to engage and support individuals with urgent behavioral health needs
- Services are available on a walk-in basis or through in-person scheduled appointments. Virtual encounters are scheduled on a case-by-case basis.



BEHAVIORAL HEALTH URGENT CARE

BHUC Care Team Composition

- Psychiatric Provider
- Registered Nurse
- BH Consultant
- Licensed Counselor
- Care Coordinator
- Client Service Representative

Locations

- University Circle
- Gordon Square



BEHAVIORAL HEALTH URGENT CARE

The multi-functional BHUC Care Team assist individuals who are experiencing:

A mental health, substance use or co-occurring condition

Difficulty performing, daily activities

Serious impairments in social, occupational, school functioning

Some impairment in reality testing or communication

Suicidal ideation without a plan or intent

A need for medication or medication evaluation

Major impairments in judgment, thinking, or mood



BEHAVIORAL HEALTH URGENT CARE

Services are available to individuals across the lifespan beginning at age 6 and may include:

Behavioral Health Triage

Psychiatric Evaluation

Crisis Counseling

Benefit Enrollment Assistance

Primary Healthcare Education

Solution-Focused Brief Therapy

Caring Contact Calls

Suicide Risk Assessment

Counseling on Access to Lethal Means

Behavioral Health Assessment

Level of Care Determination

Care Coordination

Whole-Person Integrated Care Education

Information and Referral

On-site Pharmacy

Navigation to Primary and Dental Care

Safety Planning

Controlled substances are not prescribed upon establishment of care.



BEHAVIORAL HEALTH URGENT CARE

Referrals to a higher level of care are made when an individual:

- Represents a substantial risk of physical harm to self or others
- Represents a substantial risk of serious physical impairment or injury due to an inability to provide for basic physical needs
- Would benefit from treatment in a hospital setting or higher level of care
- Requires immediate medical attention

Note: If you or someone you know is experiencing suicidal or homicidal thoughts and have a plan and intent to follow through; if self-harm has occurred and requires medical treatment; if you are intoxicated or impaired from substance use; or requires immediate medical attention, please immediately call 9-1-1.



BEHAVIORAL HEALTH URGENT CARE

Gordon Square
5209 Detroit Avenue
Cleveland, Ohio 44102

Uptown
12201 Euclid Avenue
Cleveland, Ohio 44106

Phone Number: (216) 721-4010, Option 5 (BHUC Triage Care Team)

Hours of Operation: Monday - Friday 8:30 a.m. – 5:00 a.m.

Referrals can be taken from 8:30 a.m. – 4:00 p.m. Monday through Friday



BEHAVIORAL HEALTH URGENT CARE

Milestone Examples:

February 2022	Soft Launch (Uptown Location)
May 2022	First Active Care Pathway (Frontline Service – MCT)
June 2022	Both locations became fully operational
July 25, 2022	BHUC services were opened to the community
August 2022	Cross-Location Care Coordination Model was adopted
November 2022	22 Active Care Pathways



BEHAVIORAL HEALTH URGENT CARE

Key Performance Indicator Examples: February 2022 through December 2022

Persons Served: 1,079

Service Encounters: 2,300

Examples from the BHUC Care Experience Survey (n = 78):

99 percent of persons served indicated their needs were addressed.

96 percent of persons served indicated services were accessible.

96 percent of persons served indicated quality care was received.

95 person of persons served indicated an overall positive experience.



POINT OF CONTACT

Jeffrey Allen, LISW-S, LICDC-CS
Director, Behavioral Health Urgent Care
(216) 403-1363
jeffrey.allen@thecentersohio.org



THANK YOU



THE CENTERS
Health. Family. Work. **Hope.**

HEADQUARTERS
4500 Euclid Avenue | Cleveland, Ohio 44103
216.432.7200 | thecentersohio.org |    



Agenda Process Sheet
Date: January 11, 2023

- Community Relations & Advocacy Committee
- Planning & Oversight Committee
- Committee of the Whole
- Faith-Based Outreach Committee
- Finance & Operations Committee
- General Meeting

Topic: Amendment to Resolution No. 22-06-06, Forensic Center Allocation – Cuyahoga County Court Psychiatric Clinic

Contractual Parties: Cuyahoga County Court Psychiatric Clinic

Term: July 1, 2022 through June 30, 2023

Funding Sources: Ohio Department of Mental Health and Addiction Services (OhioMHAS) Pass-Through Funding

Amount: \$150,000 (Increase)

- New Program
- Continuing Program
- Expanding Program
- Other

Service Description:

- 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 Health (NBH) and determined discharge ready.

Background Information:

- The Cuyahoga County Court Psychiatric Clinic provides Second Opinion Evaluations for persons referred by NBH Forensic Units, who are considered near discharge ready for the community. The initial evaluation is completed at NBH.
- Once a recommendation for potential Conditional Release has been made by rendering the Second Opinion Evaluation from the Court Psychiatric Clinic, the report is forwarded to the sentencing judge who will determine if Conditional Release should be granted.
- Conditional Release must be granted by the Judge, giving the NGRI offender permission to live in the community under specific conditions and monitored by the Conditional Release Unit.
- OhioMHAS recognizes ongoing workforce challenges at Ohio’s 10 Forensic Center’s, Cuyahoga County Court Psychiatric Clinic included. As a result, OhioMHAS has dedicated \$3 million in American Rescue Plan Act (ARPA) funding for staff recruitment and retention at Ohio Forensic Center’s.
- The Cuyahoga County Court Psychiatric clinic intends to utilize these funds for staff retention.

Number of Individuals to be Served:

- Estimate – 20-30 evaluations

Funding Use:

- Staffing for completion of Second Opinion Evaluations

Client & System Impact:

- Second Opinion Evaluations were established to allow for a series of checks and balances to decrease risk and increase quality clinical care.

Metrics <i>(How will goals be measured)</i>	<ul style="list-style-type: none">• Number of Evaluations Completed• Completion of Evaluations within 30 days
Evaluation/ Outcome Data <i>(Actual data from program)</i>	In SFY 22: <ul style="list-style-type: none">• 10 Second Opinion Evaluations were completed• 2 referrals were completed within 30 days of request due to logistical barriers caused by the Covid-19 pandemic, and the death of one individual prior to his appointment In first half of SFY 23: <ul style="list-style-type: none">• 3 Second Opinion Evaluations were completed• 2 were completed within 30 days, 1 completed in 37 days (barriers present including scheduling, retrieving records, etc.)

Recommendation to Board of Directors from Board Staff and/or from Board Committee(s):

- To accept the amount of \$150,000 from the Ohio Department of Mental Health and Addiction Services (OhioMHAS) for the Cuyahoga County Court Psychiatric Clinic (Second Opinion Evaluations) for the time period July 1, 2022 through June 30, 2023.



Agenda Process Sheet
Date: January 11, 2023

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|---|--|
| <input type="checkbox"/> Community Relations & Advocacy Committee | <input type="checkbox"/> Faith-Based Outreach Committee |
| <input checked="" type="checkbox"/> Planning & Oversight Committee | <input type="checkbox"/> Finance & Operations Committee |
| <input type="checkbox"/> Committee of the Whole | <input type="checkbox"/> General Meeting |

Topic: Amendment to Resolution 22-06-06, Forensic Services Allocation – Transition from Recovery Resources to Murtis Taylor Human Services System

Contractual Parties: Recovery Resources - \$73,006.70
Murtis Taylor Human Services System - \$16,801.30

Term: July 1, 2022 through June 30, 2023

Funding Sources: Ohio Department of Mental Health and Addiction Services (OhioMHAS) Pass-Through Funding

Amount: \$89,808

New Program **Continuing Program** **Expanding Program** **Other** _____

Service Description:

- These funds are for Cuyahoga County’s Forensic Monitor.
- The ADAMHS Board has been awarded an additional \$2,200.00 for SFY23.
- The Forensic Monitor was formally created in 1996 as a result of House Bill 152 and became further defined with the enactment of Senate Bill 285, which became effective in 1997.
- The Forensic Monitor serves as liaison between clients, the court, the ADAMHS Board, OhioMHAS, community provider (Conditional Release Unit) and Regional Psychiatric Hospitals (Northcoast Behavioral Health).
- The Conditional Release Unit (CRU) provides intensive community support services for persons found Not Guilty by Reason of Insanity (NGRI) and granted Conditional Release.

Background Information:

- Recovery Resources has historically been the community provider identified by the ADAMHS Board to provide Forensic Monitoring and Conditional Release services.
- Judges temporarily stopped discharges of CRU clients from Northcoast Behavioral Health (NBH) in early 2022 as a result of coordination and communication barriers. Discharges were later resumed.
- The Forensic Monitor position has been vacant since early Spring 2022. Recovery Resources has had issues with staffing this position.

- In October of 2022, Recovery Resources CRU Team supervisor resigned, and the position remains vacant.
- Staffing and ongoing collaboration/coordination continue to serve as a barrier for Recovery Resources in relation to Forensic Monitoring and Conditional Release. As a result, Murtis Taylor has been identified as an alternative provider who can provide these services in the community.
- Murtis Taylor has a history of working with the forensic population – specifically through the Outpatient Competency Restoration and CARES programs.

Number of Individuals to be Served:

- The Forensic Monitor will monitor between 100-125 clients in SFY 23. These clients will receive intensive community services via the CRU Team.

Funding Use:

- To provide Forensic Monitoring services for Cuyahoga clients determined NGRI.

Client & System Impact:

- Clients determined NGRI will be monitored in the community (least restrictive setting) and receive ongoing intensive behavioral health services.

<p>Metrics <i>(How will goals be measured)</i></p>	<p>Recovery Resources/Forensic Monitoring:</p> <ul style="list-style-type: none"> • At least 50% of Conditional Release Unit (CRU) clients who are in the community will have no increased risk to self and community safety as evidenced by maintaining CR status • Number of clients served
<p>Evaluation/ Outcome Data <i>(Actual data from program)</i></p>	<p>In SFY 22, Recovery Resources monitored 128 clients on Conditional Release having been found Not Guilty by Reason of Insanity. There were 3 revocations of Conditional Release status during this period.</p> <p>As of December 1, 2022, there were 108 clients on Conditional Release in Cuyahoga County.</p>

Recommendation to Board of Directors from Board Staff and/or from Board Committee(s):

- To amend Resolution 22-06-06 to accept additional OhioMHAS funding in the amount of \$2,200, bringing the total award for Forensic Monitoring to \$89,808 and to reflect a change in the contractual party from Recovery Resources to Murtis Taylor effective May 1, 2023 through June 30, 2023.

Agenda Process Sheet
Date: January 11, 2023

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|---|--|
| <input type="checkbox"/> Community Relations & Advocacy Committee | <input type="checkbox"/> Faith-Based Outreach Committee |
| <input checked="" type="checkbox"/> Planning & Oversight Committee | <input type="checkbox"/> Finance & Operations Committee |
| <input type="checkbox"/> Committee of the Whole | <input type="checkbox"/> General Meeting |

Topic: Amendment to Resolution No. 21-07-03 and Resolution No. 22-06-06, Allocation of Ohio Department of Mental Health and Addiction Services Pass-Through Funding for Substance Abuse Prevention and Treatment (SAPT) Services

Contractual Parties: Signature Health, Inc.

Term: SFY2022 & SFY2023

Funding Source(s): Ohio Department of Mental Health and Addiction Services (OhioMHAS) Federal SAPT

Amount: \$ 34,973 – SFY2022
\$157,500 – SFY2023
\$192,473 – Total

- New Program** **Continuing Program** **Expanding Program** **Other** _____

Service Description:

- Amending the Ohio Department of Mental Health and Addiction Services (OhioMHAS) Pass Through Contracts for SFY2022 and SFY2023 to allocate additional funding received from OhioMHAS to Signature Health (Orca House).
- Orca House will serve Cuyahoga residents experiencing Serious Mental Illness (SMI) or a Co-Occurring SMI/Substance Use Disorder (SUD) in an OhioMHAS licensed Class 1 Residential Facility.
- In addition to room and board, clients who have co-occurring diagnoses will receive services including diagnostic assessment, individual counseling, case management, group therapy, Intensive Outpatient (IOP), crisis intervention and urinalysis screens. These funds will specifically be utilized to serve women with co-occurring disorders at ORCA House.

Background Information:

- The original ORCA House was operated by Signature Health as Residential Treatment for individuals with substance use disorders (SUD's).
- ORCA House closed in 2019, with plans to move to a new location. Construction was temporarily put on hold due to the Covid-19 pandemic.
- Signature Health has decided to transition ORCA House to an OhioMHAS licensed Class 1 Residential Facility, with a focus on serving individuals with SMI or co-occurring disorders. Signature Health plans to reopen ORCA House in early 2023.
- Orca House will have 36 beds total (18 male beds and 18 female beds).

Number of Individuals to be served:

- Through the OhioMHAS Pass-through funding for SFY2023, it is anticipated that 15 clients will be served.

Funding Use:

- Funding will be used for staffing to provide services including diagnostic assessment, individual counseling, group therapy, IOP, partial hospitalization, and urinalysis screens for adult women with co-occurring mental health and SUD's.

Client & System Impact:

- Signature Health will provide needed services, in a residential setting, that address co-occurring mental health and SUD's.

Metrics <i>(How will goals be measured)</i>	<ul style="list-style-type: none">• 50 % of discharges will be successful• Total number of clients served• Total number of clients that successfully completed the program/service• Total number of discharges prior to completion• Total number of clients linked to ongoing services at discharge
Evaluation/ Outcome Data <i>(Actual program results)</i>	<ul style="list-style-type: none">• N/A – new program

Recommendation to Board of Directors from Board Staff and/or from Board Committee(s):

- To amend Resolution No. 21-07-03 and Resolution No. 22-06-06 to enter into contract with Signature Health, Inc. in the amount of \$192,473.



Agenda Process Sheet
Date: January 11, 2023

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|---|--|
| <input type="checkbox"/> Community Relations & Advocacy Committee | <input type="checkbox"/> Faith-Based Outreach Committee |
| <input checked="" type="checkbox"/> Planning & Oversight Committee | <input type="checkbox"/> Finance & Operations Committee |
| <input type="checkbox"/> Committee of the Whole | <input type="checkbox"/> General Meeting |

Topic: Amendment to Resolution No. 22-02-03, Community Collective Impact Model for Change 2.0: Addressing Social Determinants of Health in Minority and Underserved Communities Initiative

Contractual Parties: Recovery Resources - \$4,871
 Youth Initiatives and Events Provider TBD - \$30,000
 Marketing Vendor TBD - \$9,559

Term: January 1, 2022 to March 14, 2023

Funding Sources: Ohio University via Substance Abuse & Mental Health Services Administration - (SAMHSA)

Amount: \$50,000 increase

- New Program** **Continuing Program** **Expanding Program** **Other:**

Service Description:

- Ohio University has allocated funding to provide support to behavioral health boards as they engage in community-based processes to plan SUD prevention and mental health promotion services and programming.
- Initiative is funded in a phased approach. Current funding is for Phase 3.
- Two Co-directors are required to participate, one board staff & one community partner from Recovery Resources.
- Phase 2 of the initiative resulted in the creation of a Three-Year Prevention Plan for Cuyahoga County. The goal is to improve social determinants of health for youth in minority and underserved communities by increasing capacity for youth engagement, regarding behavioral health program development and improving access to behavioral health related prevention and wellness programs.
- For Phase 3, ADAMHS Board and Recovery Resources Co-Directors will implement Year 1 of the plan – which ends March 14, 2023. The objective for Year 1 is to increase capacity for underserved and minority youth engagement by planning and developing a youth-led advisory group in Cuyahoga County that will give youth a platform to provide voice on developing meaningful programs and improving access to services and resources. The ADAMHS Board will identify contractual partners for the youth-led advisory group.

Background Information:

- Social determinants of health (SDoH) affect a wide range of health risks and outcomes and contribute to health inequities across communities. Poor SDoH are linked to mental and behavioral health issues and impact SUD prevention and mental health promotion services across the lifespan.

- Considering the impact of SDoH when planning for prevention services can improve health outcomes and promote health equity.
- To provide support to behavioral health boards as they engage in community-based processes as they plan SUD prevention and mental health promotion services and programming, OhioMHAS, Ohio University’s Voinovich School of Leadership and Public Service, the Pacific Institute for Research and Evaluation (PIRE), and other key partners are collaborating on the implementation of the Community Collective Impact Model for Change 2.0: Addressing Social Determinants of Health in Minority and Underserved Communities Initiative.

Number of Individuals to be Served:

- Implementation of this initiative will impact all residents in Cuyahoga County.

Funding Use:

- In Phase 3, funds will be used for ADAMHS Board and Recovery Resources Co-Directors to continue grant-related activities including grant deliverables and attending coaching sessions and learning communities.
- Funds will also be used towards the development and implementation of a youth-led advisory group including contracted provider staff compensation, stipends to youth trainers and youth leaders, and marketing.

Client & System Impact:

- Systematic and equitable approaches to support behavioral health promotion, prevention, early identification, intervention, referral processes, and guided support services Cuyahoga County residents who are exhibiting a range of substance use, mental and behavioral health risk factors.

<p>Metrics <i>(How will goals be measured)</i></p>	<p>Co-directors will collaborate with community members to ensure that community voice and participation is included to develop a Social Determinant of Health Impact Statement and Comprehensive Prevention Plan for Cuyahoga County.</p> <ul style="list-style-type: none"> • Co-directors will attend 100% of collaborative meetings • Co-directors will complete 100% of assignments
<p>Evaluation/ Outcome Data <i>(Actual results from program)</i></p>	<p>During the time period of January 1, 2022, through December 31, 2022:</p> <ul style="list-style-type: none"> • Co-directors attended 100% of collaborative meetings • Co-directors attended 100% of assignments

Recommendation to Board of Directors from Board Staff and/or from Board Committee(s):

- To amend the existing Community Collective Impact Model for Change 2.0 agreement and accept an additional \$50,000 to complete Phase 3 of the grant to implement Cuyahoga’s Prevention Services Plan.

Agenda Process Sheet
Date: January 11, 2023

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| <input type="checkbox"/> Community Relations & Advocacy Committee | <input type="checkbox"/> Faith-Based Outreach Committee |
| <input checked="" type="checkbox"/> Planning & Oversight Committee | <input type="checkbox"/> Finance & Operations Committee |
| <input type="checkbox"/> Committee of the Whole | <input type="checkbox"/> General Meeting |

Topic: Amendment to Resolution No. 22-11-08, Mental Health in the Juvenile Detention Center Funding Increase

Contractual Parties: Applewood Centers, Inc.

Term: January 01, 2023 – December 31, 2023

Funding Source(s): Cuyahoga County Juvenile Court (CCJC)

Amount: \$45,000 Increase to Calendar Year 2023 (CY2023) Funding

- New Program** **Continuing Program** **Expanding Program** **Other:**

Service Description:

- Applewood Centers, Inc. is funded \$619,583 to provide mental health services in the Juvenile Detention Center for CY2023. As part of the Mental Health in the Juvenile Detention Center Program, the ADAMHS Board funding allocated a ceiling of eight hours per week for a psychiatrist.
- Due to the increasing needs of the youth for psychiatry services in the Juvenile Detention Center, there is currently a four-week waiting list. To bridge the gap, the Cuyahoga County Juvenile Court will fund an additional four hours per week for a psychiatrist at \$180 per hour up to \$45,000 for Applewood Centers, Inc. to provide psychiatry services at the Juvenile Detention Center.

Background Information:

- The Mental Health in the Juvenile Detention Center Program is designed to provide trauma-informed clinical services to youth ages 8 to 21 with behavioral health symptoms in need of emotional stabilization and/or crisis intervention while detained in the Juvenile Detention Center. Services include assessment, screening for suicide, behavioral management, psychiatry services and care coordination and linkage with community-based services upon release. Staff advocate for youth and families in the court room, court, and community meetings and within the Detention Center to provide interventions to minimize mental health impact and maximize safety and security.
- The Mental Health in the Juvenile Detention Center will expand to provide a total of 12 hours per week of psychiatric services for youth detained in the Juvenile Detention Center with the additional funding.

Number of Individuals to be served:

- With the increased funding, 250 additional youth will be able to receive psychiatry services for a total of 750 youth served.

Funding Use:

- Funding will be used for an additional four hours per week for a psychiatrist and reduce wait times for youth to receive psychiatry services.

Client & System Impact:

- Increase access to psychiatric services for youth detained in the Cuyahoga County Juvenile Detention Center with behavioral health needs.

<p>Metrics <i>(How will goals be measured)</i></p>	<p>In Calendar Year 2023, Applewood’s Mental Health in the Juvenile Detention Center projects to meet the following measures:</p> <ul style="list-style-type: none">• 500 clients will receive ongoing mental health services following initial assessment<ul style="list-style-type: none">○ Total number of mental health consultation interactions○ Total number of psychotherapy / counseling interactions○ Total number of psychiatric interactions○ Total number of crisis management or intervention interactions○ Total number of “on-call” (24/7) interactions• Identify the number of clients discharged from ongoing mental health services. Of those discharged from services with completed pre/post measures using the Crisis Assessment Tool (CAT):<ul style="list-style-type: none">○ <u>50% of discharged clients</u> will demonstrate fewer risk behaviors○ <u>50% of discharged clients</u> will demonstrate improved behavioral and emotional symptoms○ <u>50% of discharged clients</u> will demonstrate improved life domain functioning○ <u>50% of discharged clients</u> will demonstrate improved community safety rating
<p>Evaluation/ Outcome Data <i>(Actual results from program)</i></p>	<p>In the first three quarters of CY2022, (January 1st – September 30, 2022) Applewood assessed <u>686 clients</u> for mental health services in the Juvenile Detention Center. Of those assessed:</p> <ul style="list-style-type: none">• 388 clients received ongoing mental health services following initial assessment who received:<ul style="list-style-type: none">○ 258 mental health consultation interactions○ 2,443 psychotherapy / counseling interactions○ 505 psychiatric interactions○ 1,158 crisis management or intervention interactions○ 12 “on-call” (24/7) interactions• 111 clients were discharged from ongoing mental health services and 86% of the discharged clients completed pre/post measures using the Crisis Assessment Tool (CAT). Of those:<ul style="list-style-type: none">○ 80% clients demonstrated fewer risk behaviors○ 86% clients demonstrated improved behavioral and emotional symptoms○ 84% clients demonstrated improved life domain functioning○ 84% clients reported improved life domain functioning○ 47% clients demonstrated improved community safety rating

Recommendation to Board of Directors from Board Staff and/or from Board Committee(s):

- To accept \$45,000 from the Cuyahoga County Juvenile Court and amend Applewood Center, Inc’s CY2023 Contract to increase funding in the amount of \$45,000 for the Mental Health in the Juvenile Detention Center Program.

Agenda Process Sheet

Date: January 11, 2023

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|---|--|
| <input type="checkbox"/> Community Relations & Advocacy Committee | <input type="checkbox"/> Faith-Based Outreach Committee |
| <input checked="" type="checkbox"/> Planning & Oversight Committee | <input type="checkbox"/> Finance & Operations Committee |
| <input type="checkbox"/> Committee of the Whole | <input type="checkbox"/> General Meeting |

Topic: Amendment to Resolution No. 22-11-08, Calendar Year 2023 Core Contract Termination for Life Long Transportation, LLC

Contractual Parties: Life Long Transportation, LLC

Term: January 01, 2023 – December 31, 2023

Funding Source(s): ADAMHS Board

Amount: \$80,000

- New Program** **Continuing Program** **Expanding Program** **Other: Termination**

Service Description:

- On December 09, 2022, Life Long Transportation, LLC notified the ADAMHS Board that it will cease operation as of end of business due to lack of staffing and financial constraints.
- As a result, Life Long Transportation, LLC will not sign its Calendar Year 2023 (CY2023) Core Contract.
- Life Long Transportation, LLC provided quality transportation services for ADAMHS Board clients living in group homes and residential facilities needing non-emergency transportation services for behavioral health services appointments.

Background Information:

- Due to COVID-19, Life Long Transportation, LLC experienced staffing issues and increased costs, and thus, business operation was not sustainable.
- Life Long Transportation, LLC attempted to secure additional funding but was unable.

Number of Individuals to be served:

- For CY2023, it was anticipated that 1800 clients were to be served.

Funding Use:

- Not applicable

Client & System Impact:

- With the discontinuation of Life Long Transportation, LLC's transportation services, the ADAMHS Board is losing its only dedicated transportation provider.

Metrics <i>(How will goals be measured)</i>	Not applicable
Evaluation/ Outcome Data <i>(Actual results from program)</i>	Not applicable

Recommendation to Board of Directors from Board Staff and/or from Board Committee(s):

- To amend Resolution No. 22-11-08 to terminate the CY2023 Core Contract for Life Long Transportation, LLC.



POLICY STATEMENT REVIEW

January 11, 2023

- **MEDICATION ASSISTED TREATMENT IN RECOVERY HOUSING POLICY**

**ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES
BOARD OF CUYAHOGA COUNTY (ADAMHS BOARD)**

POLICY STATEMENT

SUBJECT: MEDICATION ASSISTED TREATMENT IN RECOVERY HOUSING POLICY

EFFECTIVE DATE: November 17, 2022

PURPOSE

To ensure that recovery housing providers in Cuyahoga County provide a sober, safe, and healthy living environment to individuals with substance use disorder, including individuals utilizing medication assisted treatment (MAT).

BACKGROUND

Recovery housing is housing for individuals recovering from substance use disorder that provides an alcohol and drug-free living environment, assistance with obtaining substance use disorder services, and other recovery assistance, and may also include peer support.

One of the most effective and life-saving treatments for substance use disorder is MAT. MAT is the use of prescribed medications, in combination with counseling and behavioral health therapies, to provide a “whole-patient” approach to the treatment of substance use disorder. Medications used in MAT are approved by the Food and Drug Administration (FDA) and MAT programs are clinically driven and tailored to meet each client’s need.

However, some traditional, abstinence-based recovery housing providers require abstinence of all drugs, including prescribed medications such as Methadone, Buprenorphine, Naltrexone, etc., and will not take individuals utilizing MAT. The Americans with Disabilities Act (ADA) protects individuals with substance use disorder who are in treatment or recovery, including individuals utilizing MAT, and thus, recovery housing providers denying individuals access to MAT may be in violation of the ADA.

POLICY

It is the policy of the ADAMHS Board to ensure that individuals have access to various evidence-based treatment options, including MAT, and that recovery housing providers that receive funding from the ADAMHS Board (directly or indirectly) will accept individuals utilizing MAT.

RESPONSIBILITY

Before entering into a contract with recovery housing providers directly or through a contract with a provider overseeing a recovery housing network, the ADAMHS Board will verify that the recovery housing provider accepts individuals utilizing MAT. To comply with this Policy, recovery housing providers must accept at least one prescribed medication used in MAT.

During the term of the contract, if the ADAMHS Board substantiates the claim that a recovery housing provider does not accept at least one prescribed medication used in MAT, the ADAMHS Board may recommend termination of the contract to its Board of Directors subject to the “Appeal of Board Decision” Policy.

Supersedes and retires: Not Applicable

Reference: Ohio Revised Code 340.01

DocuSigned by:

J. Robert Fowler, Ph.D

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J. Robert Fowler, Ph.D.
ADAMHS Board Chair

November 17, 2022

Approval Date

DocuSigned by:

Scott S. Osiecki

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Scott S. Osiecki
ADAMHS Board Chief Executive Officer

November of 2025

Review Date

Agenda Process Sheet
Date: January 11, 2023

- | | |
|---|--|
| <input type="checkbox"/> Community Relations & Advocacy Committee | <input type="checkbox"/> Faith-Based Outreach Committee |
| <input checked="" type="checkbox"/> Planning & Oversight Committee | <input type="checkbox"/> Finance & Operations Committee |
| <input type="checkbox"/> Committee of the Whole | <input type="checkbox"/> General Meeting |

Topic: Amendment to Resolution No. 22-06-06 and 22-11-08, Name Change from Women’s Recovery Center to Lorain County Alcohol and Drug Abuse Services, Inc. by Merger

Contractual Parties: Women’s Recovery Center
Lorain County Alcohol and Drug Abuse Services, Inc.

Term: State Fiscal Year 2023 (SFY2023) and Calendar Year 2023 (CY2023)

Funding Source(s): Federal SAPT and State GRF from OhioMHAS for SFY2023 Contract and ADAMHS Board and Federal Block Grant for CY2023 Contract

Amount: SFY2023 Contract - \$241,242; CY2023 Contract – Pooled Funding

- New Program** **Continuing Program** **Expanding Program** **Other** Name Change by Merger

Service Description:

- Amending the SFY2023 OhioMHAS Pass-through Contract and CY2023 Core Contract between the ADAMHS Board and Women’s Recovery Center (WRC) to reflect the name change to Lorain County Alcohol and Drug Abuse Services, Inc. (LCADA) by merger.
- Effective on January 01, 2023, WRC and LCADA merged, and the surviving entity is LCADA.
- WRC will exist as a fictitious name or “doing business as (dba)”, and WRC will be the primary brand and name operating at 6209 Storer Avenue in Cleveland.

Background Information:

- WRC provides three-stage, comprehensive addiction treatment programs with trauma-informed therapy, cognitive-based therapy (CBT), brief therapy, motivational interviewing, contingency management, mindfulness, and 12-step programming for women. Gender-specific treatment includes family roles and relationships education, parenting classes, individual needs assessment/individual treatment planning, case management, relapse prevention education, women's health education, nutrition, and domestic violence education. WRC has an internal certified peer support specialist. The clients also have access to transportation and childcare. Staff help clients develop life management skills, parenting skills, and an overall sense of independence and self-sufficiency, so they are empowered to lead a life free of addiction.

Number of Individuals to be served:

- SFY2023 OhioMHAS Pass-through Contract: it is anticipated that 100 clients will be served.
- CY2023 Core Contract: it is anticipated that 125 clients will be served.

Funding Use:

- Funding will be used for intensive outpatient treatment for women in a safe, non-judgmental space on the near westside of Cleveland.

Client & System Impact:

- LCADA dba WRC will continue to provide addiction treatment to women.

Metrics <i>(How will goals be measured)</i>	<ul style="list-style-type: none">• Total number of clients served• Total number of clients that completed the program/service
Evaluation/ Outcome Data <i>(Actual 2021 program results)</i>	SFY Contract (July 01, 2021 – December 31, 2021) <ul style="list-style-type: none">• 58 clients served• 2 clients completed the program/service CY Contract <ul style="list-style-type: none">• 92 clients served• 12 clients completed the program/service

Recommendation to Board of Directors from Board Staff and/or from Board Committee(s):

- To amend Resolution No. 22-06-06 and No. 22-11-08 to change the name of the SFY2023 OhioMHAS Pass-through Contract and CY2023 Core Contract from Women’s Recovery Center to Lorain County Alcohol and Drug Abuse Services, Inc.



BYLAWS

		<u>PAGE</u>
ARTICLE I.	THE DISTRICT	2
ARTICLE II.	PURPOSE AND MISSION	2
ARTICLE III.	BOARD OF DIRECTORS	2
ARTICLE IV.	MEMBERSHIP	2
ARTICLE V.	MEETINGS	4
ARTICLE VI.	DUTIES AND RESPONSIBILITIES	5
ARTICLE VII.	ORGANIZATION	7
ARTICLE VIII.	CHIEF EXECUTIVE OFFICER	11
ARTICLE IX.	INDEMNIFICATION AND INSURANCE	13
ARTICLE X.	REVIEW, AMENDMENTS OR REPEAL OF BYLAWS	14
ARTICLE XI.	NON-DISCRIMINATION	14

ARTICLE I. THE DISTRICT

The Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County (“ADAMHS Board”) served by a Board of Directors, as defined herein, and is a district organized, created and existing pursuant to the authority found in Ohio Revised Code, Section (ORC) §-340.02 as amended on ~~September 15, 2014~~ November 02, 2018.

ARTICLE II. PURPOSE AND MISSION

Section 1: Bylaws. The purpose of these Bylaws is to provide a structure and procedure for the ADAMHS Board’s operations, until such time as they may be amended by the Board of Directors.

Section 2: Mission. Enhance the quality of life for our community through a commitment to excellence in mental health and addiction prevention, treatment and recovery services coordinated through a person-centered network of community supports.

ARTICLE III. BOARD OF DIRECTORS

Section 1: Authority of Board of Directors. Except as otherwise provided by law, or in these Bylaws, the District shall be governed and all authority of the District shall be exercised by the Board of Directors. Any authority of the Board of Directors may be delegated by it, through a Board Resolution, to such persons or committees as it may determine. No ~~member of the Board Director~~ shall be required to furnish any bond or surety for the faithful performance of his or her duties. All ~~members of the Board Directors~~ shall take the Oath of Office at the Regular Board meeting, following their appointment, prior to participating in any official voting processes at the regular Board or ~~committee~~ Committee meetings.

Section 2: Appointing. ~~Members- Directors~~ shall be appointed by their respective appointing authority.

Section 3: Employees. No paid employee of the ADAMHS Board may be appointed to the Board of Directors while so employed and for one year thereafter.

ARTICLE IV. MEMBERSHIP

Section 1: Definitions. ~~The Board of The Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County~~ the ADAMHS Board shall herein, for the purposes of these Bylaws, be referred to as the Board of Directors. ~~Members of the Board of Directors~~ shall be referred to as Directors.

Section 2: Compliance. The Board of Directors shall comply with any current relevant sections of the Ohio Revised Code, and/or any future changes.

Section 3: Membership. The Board of Directors shall be composed of eighteen (18) members, ten (10) appointed by the Cuyahoga County Executive and eight (8) appointed by the state appointing authority. The County Executive and State appointing authority shall make their appointments consisting of nine members interested in mental health programs and facilities and nine other members interested in alcohol, drug or gambling addiction services. The membership of the Board of Directors shall, as nearly as possible, reflect the composition of the population of the service district as to race and sex and, the membership composition is subject to the provisions of ORC §340.02. ~~Members-Directors~~ shall be residents of the service district.

Section 4: Terms of Office. ~~Members-Directors~~ shall serve four-year terms, except as enumerated in the initial term appointments. No ~~member-Director~~ shall be allowed to serve more than two (2) consecutive full terms (not to exceed eight years) or ten (10) years pursuant to ORC §340.02 under the same appointing authority.

Section 5: ~~Required MembersDirectors Composition~~. At least one ~~member-Director~~ shall fill each of the following categories per ORC §340.02.

- a. A clinician with experience in the delivery of mental health services;
- b. At least one person who has received or is receiving mental health services;
- c. At least one person who is a parent or other relative of a person who has received or is receiving mental health services;
- d. A clinician with experience in the delivery of addiction services;
- e. At least one person who has received or is receiving addiction services;
- f. At least one person who is a parent or other relative of a person who has received or is receiving addiction services;
- g. A single member who meets both qualifications may fulfill the requirements for a clinician with experience in the delivery of mental health services and a clinician with experience in the delivery of addictions services.

Section 6: Vacancies. When a voluntary or end-of-term vacancy occurs or will occur on the Board of Directors, the ADAMHS Board shall notify in writing the appropriate appointing authority by certified mail or email. The ADAMHS Board shall submit written recommendations to the State appointing authority for vacant State position(s) and written recommendations to the County Executive for vacant County positions. The recommendations shall be based upon the requirement to appoint nine (9) members interested in mental health programs and facilities and nine (9) other members interested in alcohol and other drug programs.

Section 7: Conflict of Interest. All ~~Board-of~~ Directors shall comply with the Ohio Ethics Law and related statutes that are found in ORC Chapter 102 and §2921.42 and §2921.43. Generally, these laws prohibit public officials and employees from misusing their official positions for their own personal benefit or the benefit of their family members or business

associates. Specifically, ~~all Board of~~ Directors are prohibited from the following, but not limited to:

- a. Participating in their public role in any action that involves the direct interests of the ~~official Director~~, or those of a family member, or another with whom the ~~official Director~~ has an ongoing private business relationship;
- b. Authorizing, or using a public position to secure, a public contract or the investment of public funds in any security that benefits the ~~official Director~~, a family member, or a business associate;
- c. Improperly profiting from a public contract;
- d. Soliciting or accepting substantial and improper things of value, including, outside employment or consultation fees, gifts, or travel, meals and lodging, from those dealing with the public agency;
- e. Unauthorized disclosure or use of information deemed confidential by law; and
- f. Representing others before any public agency in a matter in which the ~~official Director~~ or employee was involved, both during, and for a period of time (at least one year) after, leaving public service.

In addition, all ~~Board of~~ Directors and employees shall adhere to the conflict provisions enumerated in ORC §340.02.

Section 8: Removal. Any ~~member Director~~ may be removed from office by the appointing authority for: any conflict of interest as described in Section 7, and who has not terminated such interest or resigned; neglect of duty, misconduct or malfeasance in office. Annually, the ADAMHS Board shall provide the appointing authority in writing by email with a report of attendance for the State fiscal year at General Board meetings.

Section 9: Removal Process. When any ~~member Director~~ is to be removed pursuant to the authority set forth in Sections 7 and 8 of ~~this~~ Article IV, the ADAMHS Board shall inform the appropriate appointing authority in writing by email of the violation and request that the appointing authority commence the removal procedures. ~~Additionally,~~ Pursuant to the requirements of ~~the~~ ORC §340.02 the ADAMHS Board shall notify the appointing authority in writing by email when a member is absent from either four General Board meetings, or two General Board meetings without prior notice within one State Fiscal Year. The appointing authority may vacate the appointment and appoint another person to complete the member's term.

ARTICLE V. MEETINGS

Section 1: General Meetings. No fewer than ten ~~(10) g~~ General Board meetings ~~of the Board~~ shall be held annually. As a general rule, meetings will be held on the fourth Wednesdays of the month beginning at 4:00 p.m., unless otherwise specified. At least four (4) days prior to

the meeting, a written notice, which may ~~include be accomplished by electronic transmission email~~, of the location of the meeting and an agenda outlining the business of the meeting will be issued, along with any relevant documents or information when feasible. Meetings shall be ~~guided-governed~~ by Robert's Rules of Order (Current Edition) and the adopted Standing Rules.

Section 2: Special Meetings. Special meetings of the Board of Directors may be called by the Chairperson of the Board of Directors ("Chair" ~~hereinafter~~), the Executive Committee or by written request, which may be accomplished by ~~electronic transmission email~~, to the Chair signed by five or more ~~members~~ Directors. An agenda for the meeting shall be issued at least four (4) days in advance of such a meeting. If a meeting is scheduled in fewer than four (4) days from notice thereof, an agenda shall be made available as soon as possible.

Section 3: Annual Meeting. The ADAMHS Board may hold an annual meeting with the community each year at the time, date and place to be established by the Board of Directors.

Section 4: Quorum. A quorum must be constituted in order to conduct any business. A majority of the sitting ~~Board members~~ Directors shall constitute a quorum for ~~the~~ General Board ~~M~~meetings. Three, or a majority, of voting members whichever is smaller based upon Committee size, shall constitute a quorum for ~~committee~~ Committee meetings. If a quorum has not been achieved within thirty (30) minutes of the appointed starting time for a meeting, that meeting shall be cancelled.

Section 5: Voting. Only duly appointed ~~members~~ Directors attending in person will be permitted to vote at General Board meetings. ~~Members~~ Directors not physically in attendance at General Board meetings will not be permitted to participate in any discussion or vote by any other means, including but not limited to the use of a conference call. The majority of the ~~members~~ Directors present at ~~a board meeting or a committee meeting~~ General Board meetings, for which there is quorum, shall determine its action.

For Committee meetings, only Directors and Community Representatives attending in person will be permitted to vote at Committee meetings. Directors and Community Representatives not physically in attendance at Committee meetings will not be permitted to participate in any discussion or vote by any other means, including but not limited to the use of a conference call. The majority of the Directors and Community Representatives present at Committee meetings, for which there is a quorum, shall determine its action.

Section 6: Open Meeting Act. All business shall be conducted according to the Open Meeting Act, ~~Ohio Revised Code~~ ORC §-121.22. The public shall be reasonably informed of all public meeting dates and locations. An agenda shall be available to the public at each meeting. Pursuant to Ohio law, executive sessions may be held during a public meeting for very limited valid reasons which include discussions regarding the following matters:

- a. Certain personnel matters
- b. Property
- c. Pending or imminent litigation
- d. Collective Bargaining
- e. Matters required to be kept confidential pursuant to federal law, federal rules or state statutes

- f. Security Matters
- g. County Hospital Trade Secrets

During executive sessions, the Board of Directors is only permitted to discuss those legitimate executive session topics that have been approved by the roll call vote.

ARTICLE VI. DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the ADAMHS Board and Board of Directors shall be as follows:

- a. Evaluate the need for programs, services, and facilities for alcohol and other drugs and mental health for which Federal, State, and local funds are designated.
- b. Assess the community needs in the area of alcohol, drug addiction and mental health, set priorities and develop plans for the operation of alcohol, and other drugs and mental health services, programs, and facilities in cooperation with other local and regional planning and funding bodies.
- c. Develop and submit to the Director of the Ohio Department of Mental Health & Addiction Services (OhioMHAS) the respective plans for alcohol and other drugs and mental health services, programs, and facilities for Cuyahoga County each year at the time indicated by these Departments.
- d. Comply with regulations promulgated by OhioMHAS.
- e. Review applications for residential facility licenses and recommend to OhioMHAS approval or disapproval of applications.
- f. Establish, to the extent resources are available, a community support system which provides for treatment, support and rehabilitation services and opportunities which includes the essential elements as delineated in ORC §5119.06.
- g. Promote, arrange, and implement working agreements with social service agencies, criminal and juvenile justice agencies, institutions of higher education, local school districts and any other appropriate agency or organization which will promote the purposes of the ADAMHS Board.
- h. Designate the treatment program, agency, or facility for each person involuntarily committed to the ADAMHS Board pursuant to ORC Chapter 5122. Establish a method for evaluating referrals for involuntary commitment and affidavits filed pursuant to ORC §5122.11 in order to assist the probate division of the court of common pleas in determining whether there is probable cause that a respondent is subject to involuntary hospitalization and what alternative treatment is available and appropriate, if any.
- i. Establish fringe benefits for employees of the ADAMHS Board.

- j. Employ qualified program, administrative and fiscal staff that will carry out the purposes and mission of the ADAMHS Board and ensure that the ADAMHS Board is in compliance with any appropriate Federal, State, or local laws or regulations.
- k. Review, evaluate and conduct program audits of any services, programs, or facilities funded in whole or in part by the ADAMHS Board on an annual basis. These findings will be used to evaluate continued funding for any service provider, and to determine if any changes in program priorities are needed.
- l. Conduct a financial audit, pursuant to guidelines established by the Auditor of the State of Ohio, at least annually, of all services, programs or facilities funded by the ADAMHS Board, and submit the audit to the Auditor of the State of Ohio and OhioMHAS as required. In so doing, the ADAMHS Board may contract the services of a private auditor or auditing firm.
- m. Recruit and promote local financial support for alcohol and other drugs and mental health services from private and public resources.
- n. Enter into contracts with public and private agencies for the provision of alcohol and other drugs and mental health services and programs.
- o. Approve fee schedules and related charges or adopt a unit cost schedule for contract agencies.
- p. Submit to the Director of the OhioMHAS and the County Executive an annual report of the services, programs, and facilities under the jurisdiction of the ADAMHS Board, including fiscal accounting.
- q. Establish such rules, operating procedures, standards, and Bylaws, and perform such duties as may be necessary or proper for the effective conduct of the mission and purposes of the ADAMHS Board and required by relevant legislation, including but not limited to Ohio's Sunshine Laws.
- r. Ensure that apartments or rooms built, subsidized, renovated, rented, owned, or leased by the ADAMHS Board have been approved as meeting minimum fire safety standards and that persons residing in the rooms or apartments are receiving appropriate and necessary services, including culturally relevant services, from a community mental health agency.
- s. Establish a mechanism for involvement of consumer recommendation and advice on matters pertaining to alcohol, other drugs and mental health services in the District.
- t. Conduct an annual evaluation of Board of Director's' performance.

ARTICLE VII. ORGANIZATION

Section 1: Officers. The officers of the Board of Directors shall consist of the Chair, Vice

Chair, Second Vice Chair, and any other such officers that may be deemed necessary to the proper conduct of business.

Section 2: Election of Officers. The slate of officers shall be presented at the ~~full~~ General Board meeting in May by the Nominating Committee. Nominations from ~~Board members~~ Directors, who are not on the Nominating Committee, may also be presented at the May General Board meeting, all subject to the same Nominating Committee requirements of all nominees. No further nomination will be accepted after the ~~full~~ General Board meeting in May. The officers shall be elected by a majority of the vote of ~~the members~~ Directors present at the ~~full board~~ General Board meeting in June.

Section 3: Committee Chairs. Committee Chairs shall be appointed by the Chair of the Board of Directors.

Section 4: Term of Officers. The following outlines the individual terms of office:

- a. The Chair shall serve for a term of two years, but not more than two consecutive terms.
- b. The Vice Chair shall serve for a term of two years, but not more than two consecutive terms.
- c. The Second Vice Chair shall serve for a term of two years, but not more than two consecutive terms.
- d. Committee Chairpersons shall serve for a term of two years, ~~with~~, but not more than two consecutive terms.
- e. In the event of an officer vacancy, a special election shall be held at the next regularly scheduled General Board meeting after the vacancy is made known to fill the remainder of the term of office.
- f. If at the end of any officer term, it is not possible to determine the successor, then the officer in the position shall continue to serve until the election can be held.
- fg. For an officer filling in for an unexpired term, he/she may serve two consecutive terms in addition to the completion of the unexpired term.
- g. ~~For current Board Officers serving as of April 15, 2016, any previous terms begun within the last two years shall be counted as terms for purposes of calculating the permissible length of a term under this Section.~~

Section 5: Acting Chair. In the event that the Chair, the Vice Chair, and the Second Vice Chair are not present at a regular or special meeting of the Board of Directors, an Acting Chair may be elected from the membership present to conduct said meeting.

Section 6: Duties and Qualifications of Officers. The duties and qualifications of the officers are as follows:

- a. **Chair** — The Chair shall preside at all ~~regular-General Board~~ meetings and ~~special-Special~~ meetings of the Board of Directors, call ~~special-Special~~ meetings as may be required, appoint subcommittees and chairs, including Ad Hoc Committees, and represent the Board of Directors in all matters. The Chair shall execute legal instruments when authorized by the Board of Directors. The Chair shall be an ex-officio member of committees and subcommittees and shall appoint all committee members thereof. The Chair reserves the right to vote at ~~general-General, and committee-Committee, and Special Board~~ meetings.
- b. **Vice Chair** — The Vice Chair shall assume the duties of the Chair and act in the Chair's stead in the Chair's absence and assume any other duties as may be required by the Board of Directors.
- c. **Second Vice Chair** — The Second Vice Chair shall perform such other duties as the Chair, or the Board of Directors prescribes. The Second Vice Chair shall perform the duties of the Chair in the absence of the Chair and the Vice Chair.

Section 7: Committees. The Board of Directors shall have the following standing committees and each Director shall serve on a minimum of one standing committee:

- a. Executive Committee
- b. Finance and Operations Committee
- c. Planning and Oversight Committee
- d. Community Relations and Advocacy Committee
- e. Nominating Committee
- f. Faith-based Outreach Committee
- g. Other Committees

Committee Membership in General: Committees shall be composed of ~~Board-Members~~Directors; however, for both the Planning and Oversight Committee and the Faith-Based Outreach Committee membership may consist of both ~~Board-members~~Directors and not more than two (2) ~~non-Board-member residents~~Community Representatives of the service district.

Section 8: Authority and Function of Committees. The following outlines the charges and functions of the individual committees:

- a. **Executive Committee**
 - 1) **Membership.** The Executive Committee shall be composed of the Chair, the Vice Chair, the Second Vice Chair, the Chairs of the standing Committees, and the Immediate Past Chair, if this individual is still a member of the Board of Directors.
 - 2) **Powers.** The Executive Committee shall provide a focal point of communication for the officers of the Board of Directors and ~~Board-Committee~~ chairsChairs, for the purpose of familiarizing them with the issues that are presented at the next

public meeting of the Board of Directors.

The Executive Committee shall provide direction of issues and problems related to the following: functioning of the committees and subcommittees; consultation and direction for the Chief Executive Officer, personnel matters and a forum for the Chief Executive Officer to provide information to the Executive Committee on specific contract, agency, and community issues.

~~Between the~~ Outside of regular meetings of the Board of Directors, the Executive Committee, shall have, and may exercise, the authority of the Board of Directors, except as such authority is limited by statute. The Executive Committee shall have only such power and authority of the Board of Directors ~~between outside of regular~~ meetings of the Board of Directors as shall be necessary to address crisis situations of the ADAMHS Board, and any such action taken by the Executive Committee ~~between meetings outside of regular meetings~~ of the Board of Directors shall be subject to ratification or modification by the Board of Directors at its next regularly scheduled meeting. For the purposes of this section, “crisis situations” shall include the following:

- Litigation or claims (pending, threatened or anticipated); matters requiring ~~board~~ Board of Directors action or ~~board~~ decision that cannot be delayed;
- Public relations matter that cannot be delayed;
- Natural disaster issues, (e.g. floods, fire, tornadoes, etc.);
- Workplace violence, sabotage, systems security/failures, computer hacking, data destruction or alteration;
- Staff/volunteer theft, fraud or mismanagement;
- Financial decisions requiring ~~board~~ Board of Directors action or ~~board~~ decisions that cannot be delayed.

b. Finance and Operations Committee. The Finance and Operations Committee shall monitor and review, on a periodic basis, expenditures and receipts of all sources of monies of the ADAMHS Board. This ~~committee~~ Committee shall systematically evaluate whether expenditures are in conformity with service contracts and other relevant regulations. The Finance and Operations Committee shall be responsible for all budgetary and monetary matters and shall recommend to the Board of Directors appropriate fiscal, risk management, quality improvement, and regulatory compliance policies. The ~~committee~~ Committee shall also monitor and review, on a periodic basis, the performance of providers under service contracts for compliance with fiscal management and other regulations; and recommend actions to the Board of Directors for the resolution of contractual noncompliance and other nonperformance issues.

c. Planning and Oversight Committee. The Planning and Oversight Committee shall ~~develop and~~ recommend strategic plans and direction, and ~~develop and~~ recommend

programming priorities. The ~~committee-Committee~~ will oversee progress in implementing various plans and ensure the achievement of goals and objectives. The ~~committee-Committee~~ is responsible for planning, recommending, and overseeing the ADAMHS Board's research, grant-related, and development efforts. This ~~committee-Committee~~ shall also ~~set-recommend~~ standards for evaluating service program categories and service providers with respect to meeting the service terms of contracts, program goals and objectives, and the quality of service, and periodically monitor and review provider status. This ~~committee-Committee~~ will establish procurement strategies and criteria that service providers must meet to continue and/or receive funding.

The Planning and Oversight Committee shall be comprised of ~~board-members~~Directors and two (2) residents of the service district who are not ~~members-of-the-Board-Directors~~ but are qualified, pursuant to ORC §340.02 to serve as ~~members-of-the-Board~~Directors. These two ~~Non-Board-members~~Community Representatives shall be appointed by the Board ~~of Directors~~ to four-year terms of office as committee members and may be reappointed to not more than one subsequent term of office. These two ~~Non-Board-members~~Community Representatives have a right to vote on matters presented to the Planning and Oversight Committee; however, they do not have a right to vote at any ~~general-meetings-of-the-full-Board~~General Board meetings.

- d. **Community Relations and Advocacy Committee.** The Community Relations and Advocacy Committee shall work to establish alcohol and other drug services and mental health as a permanent civic priority, enhance the public's perception of people with addictions and mental illness, increase community support and future funding opportunities, and broaden communication, cooperation and partnerships with consumers, family members, organizations, other governments and the public. The ~~committee-Committee~~ also reviews, recommends and oversees the ADAMHS Board's public information and training activities.
- e. **Nominating Committee.** The Nominating Committee shall have the responsibility to prepare, recommend, and nominate candidates for election as officers to be submitted to the Board of Directors at its May meeting, after soliciting names of candidates from the ~~members-of-the-Board~~Directors after which the nominations shall be closed. The Nominating Committee shall convene, consider, and recommend to the Board ~~of Directors~~ candidates for vacant officer positions and shall act by a majority vote of ~~its members-the~~ Directors. The Nominating Committee also is authorized to help enlist qualified and committed individuals who are demographically representative of the population of Cuyahoga County, and to convene, consider and recommend these candidates for ~~Board-of-Director~~ vacant Director positions seats to the ~~full-Board-of~~ Directors for recommendation to the ~~State-appropriate~~ appointing authority.
- h. **Faith-based Outreach Committee.** The Faith-based Outreach Committee shall work on its mission to recognize and advocate spirituality in the recovery process; to collaborate the spiritual perspective with other interventions and best practices; and to promote the concept that treatment works, and people recover. The ~~committee's-~~ Committee's goals are to 1) increase awareness and understanding of mental health/addiction in the faith community and to address societal stigma surrounding

the illness; 2) incorporate spirituality as a component of treatment (optional); 3) educate the faith community about mental health/addiction in order to help the congregation and overall community; and 4) develop language and boundaries to clarify scope of practice for faith-based leaders/professionals within the treatment community and treatment professionals within the faith community.

The Faith-based Outreach Committee may consist of both ~~board members~~Directors and not more than two (2) residents of the service district who are not ~~members of the Board~~Directors but are qualified, pursuant to ORC §340.02 to serve as ~~members of the Board~~Directors. These two ~~Non-Board members~~Community Representatives shall be appointed by the Board of Directors to four-year terms of office as committee members and may be reappointed to not more than one subsequent term of office. These two ~~Non-Board members~~Community Representatives have a right to vote on matters presented to the Faith-Based Outreach Committee; however, they do not have a right to vote at any ~~general meetings of the full Board~~General Board meetings.

- e. **Other Committees.** The Board of Directors may provide for such other standing or special committees, or subcommittees, as it deems appropriate and discontinue any such committees as it, in its discretion, deems appropriate. Such committees may be composed of ~~Board members~~Directors, staff members or any other person that the Board of Directors deems qualified to serve on such committee or subcommittee. Each such committee shall have such powers and perform such duties, not inconsistent with law, as may be delegated to it by the Board of Directors through a Board Resolution. Vacancies in such other committees shall be filled by the Board ~~of~~ DirectorsChair or as the Board of Directors may provide.

ARTICLE VIII. CHIEF EXECUTIVE OFFICER

Section 1: Title. Chief Executive Officer shall be used in referring to the Executive Director.

Section 2: Duties. The Chief Executive Officer shall perform the duties as described in ORC §340.04 and other duties lawfully prescribed or delegated by the Board of Directors, including the ability to execute legal instruments. In general, the Chief Executive Officer shall carry out the daily functions of the ADAMHS Board operations and the management of routine affairs of the ~~district~~District. Each year, the Board of Directors shall conduct an evaluation of the Chief Executive Officer.

Section 3: Executive Officer of the Board. Pursuant to ORC §340.04~~1~~, the Chief Executive Officer shall serve as the executive officer of the ADAMHS Board and, as such, shall be the custodian of all of the ADAMHS Board's records. The Chief Executive Officer shall also ensure that minutes of all Board meetings and ~~committee~~Committee meetings are kept and that all notices of said meetings are properly made.

Section 4: Recruitment, Hiring and Compensation of Chief Executive Officer

a. Recruitment and Hiring

- Upon notice of the Chief Executive Officer's resignation, removal or non-

renewal of contract, the Executive Committee shall begin a recruitment process to employ a new Chief Executive Officer. So as to ensure adequate representation of the community, the Chair may appoint up to three (3) additional ~~Board Members~~Directors on an *ad hoc* basis to serve on the Executive Committee for the sole purpose of participating in the recruitment and hiring of the Chief Executive Officer. Such additional *ad hoc* members shall vote as members of the Executive Committee only on matters relating to recruitment and employment of the Chief Executive Officer, and their respective appointments to the Executive Committee shall terminate upon the hiring of a new Chief Executive Officer.

- The Executive Committee may appoint an interim Chief Executive Officer to serve during the recruitment and hiring process.
 - The ~~Chief Administrative Officer~~ ~~Director of Human Resources~~ shall assist the Executive Committee in the recruitment and hiring processes of a new Chief Executive Officer, including but not limited to, identifying consulting or executive search firms, drafting and placing advertisements, drafting job description, screening resumes, scheduling interviews.
 - The Board of Directors may contract with a consulting or executive search firm to assist with the recruitment and hiring of the Chief Executive Officer.
 - As a minimum, the Chief Executive Officer shall be either a qualified mental health or alcohol or drug addiction services professional with experience in administration OR a professional administrator with experience in mental health or alcohol and other drug services.
 - The Executive Committee shall make a recommendation to the Board of Directors regarding the selection of the Chief Executive Officer and the negotiated contract. The Board of Directors shall vote to approve or disapprove the selection and contract.
- b. **Compensation:** The Board of Directors shall fix the compensation of the Chief Executive Officer as authorized in ORC §~~340.032~~340.04. In determining the compensation of the Chief Executive Officer, the Board of Directors may consider the compensation of other similar positions in Cuyahoga County, of other Chief Executive Officers of similarly sized boards in the State of Ohio, and any other factor in arriving at a reasonable compensation.

Section 5: Removal of Chief Executive Officer

- a. Pursuant to ORC §~~340.032~~340.04, the Board of Directors, by a majority vote of the full membership, may remove the Chief Executive Officer for cause, upon written charges, after an opportunity has been afforded him for a hearing before the Board of Directors on request.
- b. The Board of Directors may negotiate a waiver of the provisions contained in ORC §~~340.032~~340.04 with the Chief Executive Officer at the time of contract negotiations.

ARTICLE IX. INDEMNIFICATION AND INSURANCE

Section 1: Indemnification. The ADAMHS Board shall indemnify a ~~board member~~Director or employee as follows:

- a. For any action or inaction in his or her capacity as a ~~board member~~Director or employee or at the request of the ADAMHS Board, whether or not the action or inaction is expressly authorized by Ohio Revised Code, ~~Section Chapter~~ 340 or any other section of the Revised Code, if:
 - The ~~board member~~Director or employee acted in good faith and manner that he or she reasonably believed was in or was not opposed to the best interests of the ADAMHS Board; and
 - With respect to any criminal action or proceeding, the ~~board member~~Director or employee had no reason to believe his or her conduct was unlawful.
- b. Against any expenses, including attorney's fees, the ~~board member~~Director or employee actually and reasonably incurs as a result of a lawsuit or other proceeding involving the defense of any action or inaction in his or her capacity as a ~~board member~~Director or employee or at the request of the ADAMHS Board, or in defense of any claim, issue, or matter raised in connection with the defense of such an action or inaction, to the extent that the ~~board member~~Director or employee is successful on the merits or otherwise.

The ADAMHS Board shall not indemnify a ~~board member~~Director or employee for punitive damages.

Section 2: Liability Insurance

The ADAMHS Board shall procure a policy or policies of insurance insuring ~~board members~~Directors and employees of the ADAMHS Board against liability arising from the performance of their official duties. If the liability insurance is unavailable or the amount the ADAMHS Board has procured or is able to procure is insufficient to cover the amount of a claim, the ADAMHS Board may indemnify a ~~board member~~Director or employee directly as set forth in Article IX, Section 1.

ARTICLE X. REVIEW, AMENDMENTS OR REPEAL OF BYLAWS

Section 1: Review of Bylaws

The Board of Directors shall review these Bylaws at least once every three (3) years or as needed and determine if any modifications need to be made pursuant to the procedure specified in Article X, Section 2.

Section 2: Amendments or Repeal of Bylaws

These Bylaws may be amended or repealed by the Board of Directors by a 2/3 affirmative

vote of the full sitting membership of the Board of Directors at a meeting called for such purpose. The membership must be given 21 days written notice as to the proposed amendment of these Bylaws.

ARTICLE XI. NON-DISCRIMINATION

All services and facilities on programs contracted by the Board of Directors shall be made available without discrimination on account of race, religion, national origin, ancestry, color, age, sex, sexual orientation, disability, handicap, familial status, and ability to pay or any legally impermissible basis. No professional qualified person shall be discriminated against with respect to employment on account or race, relation, national origin, ancestry, color, age, sex, sexual orientation, disability, handicap, familial status or any legally impermissible basis.

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BYLAWS

	<u>PAGE</u>
ARTICLE I. THE DISTRICT	2
ARTICLE II. PURPOSE AND MISSION	2
ARTICLE III. BOARD OF DIRECTORS	2
ARTICLE IV. MEMBERSHIP	2
ARTICLE V. MEETINGS	4
ARTICLE VI. DUTIES AND RESPONSIBILITIES	5
ARTICLE VII. ORGANIZATION	7
ARTICLE VIII. CHIEF EXECUTIVE OFFICER	11
ARTICLE IX. INDEMNIFICATION AND INSURANCE	13
ARTICLE X. REVIEW, AMENDMENTS OR REPEAL OF BYLAWS	14
ARTICLE XI. NON-DISCRIMINATION	14

ARTICLE I. THE DISTRICT

The Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County (“ADAMHS Board”) served by a Board of Directors, as defined herein, and is a district organized, created and existing pursuant to the authority found in Ohio Revised Code, Section (ORC) §340.02 as amended on November 02, 2018.

ARTICLE II. PURPOSE AND MISSION

Section 1: Bylaws. The purpose of these Bylaws is to provide a structure and procedure for the ADAMHS Board’s operations, until such time as they may be amended by the Board of Directors.

Section 2: Mission. Enhance the quality of life for our community through a commitment to excellence in mental health and addiction prevention, treatment and recovery services coordinated through a person-centered network of community supports.

ARTICLE III. BOARD OF DIRECTORS

Section 1: Authority of Board of Directors. Except as otherwise provided by law, or in these Bylaws, the District shall be governed and all authority of the District shall be exercised by the Board of Directors. Any authority of the Board of Directors may be delegated by it, through a Board Resolution, to such persons or committees as it may determine. No Director shall be required to furnish any bond or surety for the faithful performance of his or her duties. All Directors shall take the Oath of Office at the Regular Board meeting, following their appointment, prior to participating in any official voting processes at the regular Board or Committee meetings.

Section 2: Appointing. Directors shall be appointed by their respective appointing authority.

Section 3: Employees. No paid employee of the ADAMHS Board may be appointed to the Board of Directors while so employed and for one year thereafter.

ARTICLE IV. MEMBERSHIP

Section 1: Definitions. The Board of the ADAMHS Board shall herein, for the purposes of these Bylaws, be referred to as the Board of Directors. Members of the Board of Directors shall be referred to as Directors.

Section 2: Compliance. The Board of Directors shall comply with any current relevant sections of the Ohio Revised Code, and/or any future changes.

Section 3: Membership. The Board of Directors shall be composed of eighteen (18) members, ten (10) appointed by the Cuyahoga County Executive and eight (8) appointed by the state appointing authority. The County Executive and State appointing authority shall make their appointments consisting of nine members interested in mental health programs and facilities and nine other members interested in alcohol, drug or gambling addiction services. The membership of the Board of Directors shall, as nearly as possible, reflect the composition of the population of the service district as to race and sex and, the membership composition is subject to the provisions of ORC §340.02. Directors shall be residents of the service district.

Section 4: Terms of Office. Directors shall serve four-year terms, except as enumerated in the initial term appointments. No Director shall be allowed to serve more than two (2) consecutive full terms (not to exceed eight years) or ten (10) years pursuant to ORC §340.02 under the same appointing authority.

Section 5: Directors Composition. At least one Director shall fill each of the following categories per ORC §340.02.

- a. A clinician with experience in the delivery of mental health services;
- b. At least one person who has received or is receiving mental health services;
- c. At least one person who is a parent or other relative of a person who has received or is receiving mental health services;
- d. A clinician with experience in the delivery of addiction services;
- e. At least one person who has received or is receiving addiction services;
- f. At least one person who is a parent or other relative of a person who has received or is receiving addiction services;
- g. A single member who meets both qualifications may fulfill the requirements for a clinician with experience in the delivery of mental health services and a clinician with experience in the delivery of addictions services.

Section 6: Vacancies. When a voluntary or end-of-term vacancy occurs or will occur on the Board of Directors, the ADAMHS Board shall notify in writing the appropriate appointing authority by certified mail or email. The ADAMHS Board shall submit written recommendations to the State appointing authority for vacant State position(s) and written recommendations to the County Executive for vacant County position(s). The recommendations shall be based upon the requirement to appoint nine (9) members interested in mental health programs and facilities and nine (9) other members interested in alcohol and other drug programs.

Section 7: Conflict of Interest. All Directors shall comply with the Ohio Ethics Law and related statutes that are found in ORC Chapter 102 and §2921.42 and §2921.43. Generally, these laws prohibit public officials and employees from misusing their official positions for their own personal benefit or the benefit of their family members or business

associates. Specifically, Directors are prohibited from the following, but not limited to:

- a. Participating in their public role in any action that involves the direct interests of the Director, or those of a family member, or another with whom the Director has an ongoing private business relationship;
- b. Authorizing, or using a public position to secure, a public contract or the investment of public funds in any security that benefits the Director, a family member, or a business associate;
- c. Improperly profiting from a public contract;
- d. Soliciting or accepting substantial and improper things of value, including, outside employment or consultation fees, gifts, or travel, meals and lodging, from those dealing with the public agency;
- e. Unauthorized disclosure or use of information deemed confidential by law; and
- f. Representing others before any public agency in a matter in which the Director or employee was involved, both during, and for a period of time (at least one year) after, leaving public service.

In addition, all Directors and employees shall adhere to the conflict provisions enumerated in ORC §340.02.

Section 8: Removal. Any Director may be removed from office by the appointing authority for: any conflict of interest as described in Section 7, and who has not terminated such interest or resigned; neglect of duty, misconduct or malfeasance in office. Annually, the ADAMHS Board shall provide the appointing authority in writing by email with a report of attendance for the State fiscal year at General Board meetings.

Section 9: Removal Process. When any Director is to be removed pursuant to the authority set forth in Sections 7 and 8 of Article IV, the ADAMHS Board shall inform the appropriate appointing authority in writing by email of the violation and request that the appointing authority commence the removal procedures. Additionally, pursuant to the requirements of ORC §340.02 the ADAMHS Board shall notify the appointing authority in writing by email when a member is absent from either four General Board meetings, or two General Board meetings without prior notice within one State Fiscal Year. The appointing authority may vacate the appointment and appoint another person to complete the member's term.

ARTICLE V. MEETINGS

Section 1: General Meetings. No fewer than ten (10) General Board meetings shall be held annually. As a general rule, meetings will be held on the fourth Wednesday of the month beginning at 4:00 p.m., unless otherwise specified. At least four (4) days prior to the meeting, a written notice, which may be accomplished by email, of the location of the meeting and an agenda outlining the business of the meeting will be issued, along with any relevant

documents or information when feasible. Meetings shall be governed by Robert's Rules of Order (Current Edition) and the adopted Standing Rules.

Section 2: Special Meetings. Special meetings of the Board of Directors may be called by the Chairperson of the Board of Directors ("Chair"), the Executive Committee or by written request, which may be accomplished by email, to the Chair signed by five or more Directors. An agenda for the meeting shall be issued at least four (4) days in advance of such a meeting. If a meeting is scheduled in fewer than four (4) days from notice thereof, an agenda shall be made available as soon as possible.

Section 3: Annual Meeting. The ADAMHS Board may hold an annual meeting with the community each year at the time, date and place to be established by the Board of Directors.

Section 4: Quorum. A quorum must be constituted in order to conduct any business. A majority of the sitting Directors shall constitute a quorum for General Board meetings. Three, or a majority, of voting members whichever is smaller based upon Committee size, shall constitute a quorum for Committee meetings. If a quorum has not been achieved within thirty (30) minutes of the appointed starting time for a meeting, that meeting shall be cancelled.

Section 5: Voting. Only duly appointed Directors attending in person will be permitted to vote at General Board meetings. Directors not physically in attendance at General Board meetings will not be permitted to participate in any discussion or vote by any other means, including but not limited to the use of a conference call. The majority of the Directors present at General Board meetings, for which there is quorum, shall determine its action.

For Committee meetings, only Directors and Community Representatives attending in person will be permitted to vote at Committee meetings. Directors and Community Representatives not physically in attendance at Committee meetings will not be permitted to participate in any discussion or vote by any other means, including but not limited to the use of a conference call. The majority of the Directors and Community Representatives present at Committee meetings, for which there is a quorum, shall determine its action.

Section 6: Open Meeting Act. All business shall be conducted according to the Open Meeting Act, ORC §121.22. The public shall be reasonably informed of all public meeting dates and locations. An agenda shall be available to the public at each meeting. Pursuant to Ohio law, executive sessions may be held during a public meeting for very limited valid reasons which include discussions regarding the following matters:

- a. Certain personnel matters
- b. Property
- c. Pending or imminent litigation
- d. Collective Bargaining
- e. Matters required to be kept confidential pursuant to federal law, federal rules or state statutes
- f. Security Matters
- g. County Hospital Trade Secrets

During executive sessions, the Board of Directors is only permitted to discuss those legitimate executive session topics that have been approved by the roll call vote.

ARTICLE VI. DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the ADAMHS Board and Board of Directors shall be as follows:

- a.** Evaluate the need for programs, services, and facilities for alcohol and other drugs and mental health for which Federal, State, and local funds are designated.
- b.** Assess the community needs in the area of alcohol, drug addiction and mental health, set priorities and develop plans for the operation of alcohol, and other drugs and mental health services, programs, and facilities in cooperation with other local and regional planning and funding bodies.
- c.** Develop and submit to the Director of the Ohio Department of Mental Health & Addiction Services (OhioMHAS) the respective plans for alcohol and other drugs and mental health services, programs, and facilities for Cuyahoga County each year at the time indicated by these Departments.
- d.** Comply with regulations promulgated by OhioMHAS.
- e.** Review applications for residential facility licenses and recommend to OhioMHAS approval or disapproval of applications.
- f.** Establish, to the extent resources are available, a community support system which provides for treatment, support and rehabilitation services and opportunities which includes the essential elements as delineated in ORC §5119.06.
- g.** Promote, arrange, and implement working agreements with social service agencies, criminal and juvenile justice agencies, institutions of higher education, local school districts and any other appropriate agency or organization which will promote the purposes of the ADAMHS Board.
- h.** Designate the treatment program, agency, or facility for each person involuntarily committed to the ADAMHS Board pursuant to ORC Chapter 5122. Establish a method for evaluating referrals for involuntary commitment and affidavits filed pursuant to ORC §5122.11 in order to assist the probate division of the court of common pleas in determining whether there is probable cause that a respondent is subject to involuntary hospitalization and what alternative treatment is available and appropriate, if any.
- i.** Establish fringe benefits for employees of the ADAMHS Board.
- j.** Employ qualified program, administrative and fiscal staff that will carry out the purposes and mission of the ADAMHS Board and ensure that the ADAMHS Board is in compliance with any appropriate Federal, State, or local laws or regulations.
- k.** Review, evaluate and conduct program audits of any services, programs, or facilities funded in whole or in part by the ADAMHS Board on an annual basis. These findings will be used to evaluate continued funding for any service provider, and to determine

if any changes in program priorities are needed.

- l.** Conduct a financial audit, pursuant to guidelines established by the Auditor of the State of Ohio, at least annually, of all services, programs or facilities funded by the ADAMHS Board, and submit the audit to the Auditor of the State of Ohio and OhioMHAS as required. In so doing, the ADAMHS Board may contract the services of a private auditor or auditing firm.
- m.** Recruit and promote local financial support for alcohol and other drugs and mental health services from private and public resources.
- n.** Enter into contracts with public and private agencies for the provision of alcohol and other drugs and mental health services and programs.
- o.** Approve fee schedules and related charges or adopt a unit cost schedule for contract agencies.
- p.** Submit to the Director of the OhioMHAS and the County Executive an annual report of the services, programs, and facilities under the jurisdiction of the ADAMHS Board, including fiscal accounting.
- q.** Establish such rules, operating procedures, standards, and Bylaws, and perform such duties as may be necessary or proper for the effective conduct of the mission and purposes of the ADAMHS Board and required by relevant legislation, including but not limited to Ohio's Sunshine Laws.
- r.** Ensure that apartments or rooms built, subsidized, renovated, rented, owned, or leased by the ADAMHS Board have been approved as meeting minimum fire safety standards and that persons residing in the rooms or apartments are receiving appropriate and necessary services, including culturally relevant services, from a community mental health agency.
- s.** Establish a mechanism for involvement of consumer recommendation and advice on matters pertaining to alcohol, other drugs and mental health services in the District.
- t.** Conduct an annual evaluation of Board of Directors' performance.

ARTICLE VII. ORGANIZATION

Section 1: Officers. The officers of the Board of Directors shall consist of the Chair, Vice Chair, Second Vice Chair, and any other such officers that may be deemed necessary to the proper conduct of business.

Section 2: Election of Officers. The slate of officers shall be presented at the General Board meeting in May by the Nominating Committee. Nominations from Directors, who are not on the Nominating Committee, may also be presented at the May General Board meeting, all subject to the same Nominating Committee requirements of all nominees. No further nomination will be accepted after the General Board meeting in May. The officers shall be

elected by a majority of the vote of Directors present at the General Board meeting in June.

Section 3: Committee Chairs. Committee Chairs shall be appointed by the Chair of the Board of Directors.

Section 4: Term of Officers. The following outlines the individual terms of office:

- a. The Chair shall serve for a term of two years, but not more than two consecutive terms.
- b. The Vice Chair shall serve for a term of two years, but not more than two consecutive terms.
- c. The Second Vice Chair shall serve for a term of two years, but not more than two consecutive terms.
- d. Committee Chairpersons shall serve for a term of two years, but not more than two consecutive terms.
- e. In the event of an officer vacancy, a special election shall be held at the next regularly scheduled General Board meeting after the vacancy is made known to fill the remainder of the term of office.
- f. If at the end of any officer term, it is not possible to determine the successor, then the officer in the position shall continue to serve until the election can be held.
- g. For an officer filling in for an unexpired term, he/she may serve two consecutive terms in addition to the completion of the unexpired term.

Section 5: Acting Chair. In the event that the Chair, the Vice Chair, and the Second Vice Chair are not present at a regular or special meeting of the Board of Directors, an Acting Chair may be elected from the membership present to conduct said meeting.

Section 6: Duties and Qualifications of Officers. The duties and qualifications of the officers are as follows:

- a. **Chair** – The Chair shall preside at all General Board meetings and Special meetings of the Board of Directors, call Special meetings as may be required, appoint subcommittees and chairs, including Ad Hoc Committees, and represent the Board of Directors in all matters. The Chair shall execute legal instruments when authorized by the Board of Directors. The Chair shall be an ex-officio member of committees and subcommittees and shall appoint all committee members thereof. The Chair reserves the right to vote at General, Committee, and Special Board meetings.
- b. **Vice Chair** – The Vice Chair shall assume the duties of the Chair and act in the Chair's stead in the Chair's absence and assume any other duties as may be required by the Board of Directors.

- c. **Second Vice Chair** – The Second Vice Chair shall perform such other duties as the Chair, or the Board of Directors prescribes. The Second Vice Chair shall perform the duties of the Chair in the absence of the Chair and the Vice Chair.

Section 7: Committees. The Board of Directors shall have the following standing committees and each Director shall serve on a minimum of one standing committee:

- a. Executive Committee
- b. Finance and Operations Committee
- c. Planning and Oversight Committee
- d. Community Relations and Advocacy Committee
- e. Nominating Committee
- f. Faith-based Outreach Committee
- g. Other Committees

Committee Membership in General: Committees shall be composed of Directors; however, for both the Planning and Oversight Committee and the Faith-Based Outreach Committee membership may consist of both Directors and not more than two (2) Community Representatives of the service district.

Section 8: Authority and Function of Committees. The following outlines the charges and functions of the individual committees:

a. **Executive Committee**

- 1) **Membership.** The Executive Committee shall be composed of the Chair, the Vice Chair, the Second Vice Chair, the Chairs of the standing Committees, and the Immediate Past Chair, if this individual is still a member of the Board of Directors.
- 2) **Powers.** The Executive Committee shall provide a focal point of communication for the officers of the Board of Directors and Committee Chairs, for the purpose of familiarizing them with the issues that are presented at the next public meeting of the Board of Directors.

The Executive Committee shall provide direction of issues and problems related to the following: functioning of the committees and subcommittees; consultation and direction for the Chief Executive Officer, personnel matters and a forum for the Chief Executive Officer to provide information to the Executive Committee on specific contract, agency, and community issues.

Outside of regular meetings of the Board of Directors, the Executive Committee, shall have, and may exercise, the authority of the Board of Directors, except as such authority is limited by statute. The Executive Committee shall have only such power and authority of the Board of Directors outside of regular meetings of the Board of Directors as shall be necessary to address crisis situations of the ADAMHS Board, and any such action taken by the Executive Committee outside

of regular meetings of the Board of Directors shall be subject to ratification or modification by the Board of Directors at its next regularly scheduled meeting. For the purposes of this section, “crisis situations” shall include the following:

- Litigation or claims (pending, threatened or anticipated); matters requiring Board of Directors action or decision that cannot be delayed;
- Public relations matter that cannot be delayed;
- Natural disaster issues, (e.g. floods, fire, tornadoes, etc.);
- Workplace violence, sabotage, systems security/failures, computer hacking, data destruction or alteration;
- Staff/volunteer theft, fraud or mismanagement;
- Financial decisions requiring Board of Directors action or decisions that cannot be delayed.

b. Finance and Operations Committee. The Finance and Operations Committee shall monitor and review, on a periodic basis, expenditures and receipts of all sources of monies of the ADAMHS Board. This Committee shall systematically evaluate whether expenditures are in conformity with service contracts and other relevant regulations. The Finance and Operations Committee shall be responsible for all budgetary and monetary matters and shall recommend to the Board of Directors appropriate fiscal, risk management, quality improvement, and regulatory compliance policies. The Committee shall also monitor and review, on a periodic basis, the performance of providers under service contracts for compliance with fiscal management and other regulations; and recommend actions to the Board of Directors for the resolution of contractual noncompliance and other nonperformance issues.

c. Planning and Oversight Committee. The Planning and Oversight Committee shall recommend strategic plans and direction, and recommend programming priorities. The Committee will oversee progress in implementing various plans and ensure the achievement of goals and objectives. The Committee is responsible for planning, recommending, and overseeing the ADAMHS Board’s research, grant-related, and development efforts. This Committee shall also recommend standards for evaluating service program categories and service providers with respect to meeting the service terms of contracts, program goals and objectives, and the quality of service, and periodically monitor and review provider status. This Committee will establish procurement strategies and criteria that service providers must meet to continue and/or receive funding.

The Planning and Oversight Committee shall be comprised of Directors and two (2) residents of the service district who are not Directors but are qualified, pursuant to ORC §340.02 to serve as Directors. These two Community Representatives shall be appointed by the Board of Directors to four-year terms of office as committee members and may be reappointed to not more than one subsequent term of office. These two Community Representatives have a right to vote on matters presented to

the Planning and Oversight Committee; however, they do not have a right to vote at any General Board meetings.

- d. **Community Relations and Advocacy Committee.** The Community Relations and Advocacy Committee shall work to establish alcohol and other drug services and mental health as a permanent civic priority, enhance the public's perception of people with addictions and mental illness, increase community support and future funding opportunities, and broaden communication, cooperation and partnerships with consumers, family members, organizations, other governments and the public. The Committee also reviews, recommends and oversees the ADAMHS Board's public information and training activities.

- e. **Nominating Committee.** The Nominating Committee shall have the responsibility to prepare, recommend, and nominate candidates for election as officers to be submitted to the Board of Directors at its May meeting, after soliciting names of candidates from the Directors after which the nominations shall be closed. The Nominating Committee shall convene, consider, and recommend to the Board of Directors candidates for vacant officer positions and shall act by a majority vote of the Directors. The Nominating Committee also is authorized to help enlist qualified and committed individuals who are demographically representative of the population of Cuyahoga County, and to convene, consider and recommend these candidates for vacant Director positions to the Board of Directors for recommendation to the appropriate appointing authority.

- h. **Faith-based Outreach Committee.** The Faith-based Outreach Committee shall work on its mission to recognize and advocate spirituality in the recovery process; to collaborate the spiritual perspective with other interventions and best practices; and to promote the concept that treatment works, and people recover. The Committee's goals are to 1) increase awareness and understanding of mental health/addiction in the faith community and to address societal stigma surrounding the illness; 2) incorporate spirituality as a component of treatment (optional); 3) educate the faith community about mental health/addiction in order to help the congregation and overall community; and 4) develop language and boundaries to clarify scope of practice for faith-based leaders/professionals within the treatment community and treatment professionals within the faith community.

The Faith-based Outreach Committee may consist of both Directors and not more than two (2) residents of the service district who are not Directors but are qualified, pursuant to ORC §340.02 to serve as Directors. These two Community Representatives shall be appointed by the Board of Directors to four-year terms of office as committee members and may be reappointed to not more than one subsequent term of office. These two Community Representatives have a right to vote on matters presented to the Faith-Based Outreach Committee; however, they do not have a right to vote at any General Board meetings.

- e. **Other Committees.** The Board of Directors may provide for such other standing or special committees, or subcommittees, as it deems appropriate and discontinue any such committees as it, in its discretion, deems appropriate. Such committees may be composed of Directors, staff members or any other person that the Board of Directors

deems qualified to serve on such committee or subcommittee. Each such committee shall have such powers and perform such duties, not inconsistent with law, as may be delegated to it by the Board of Directors through a Board Resolution. Vacancies in such other committees shall be filled by the Board Chair or as the Board of Directors may provide.

ARTICLE VIII. CHIEF EXECUTIVE OFFICER

Section 1: Title. Chief Executive Officer shall be used in referring to the Executive Director.

Section 2: Duties. The Chief Executive Officer shall perform the duties as described in ORC §340.04 and other duties lawfully prescribed or delegated by the Board of Directors, including the ability to execute legal instruments. In general, the Chief Executive Officer shall carry out the daily functions of the ADAMHS Board operations and the management of routine affairs of the District. Each year, the Board of Directors shall conduct an evaluation of the Chief Executive Officer.

Section 3: Executive Officer of the Board. Pursuant to ORC §340.041, the Chief Executive Officer shall serve as the executive officer of the ADAMHS Board and, as such, shall be the custodian of all of the ADAMHS Board's records. The Chief Executive Officer shall also ensure that minutes of all Board meetings and Committee meetings are kept and that all notices of said meetings are properly made.

Section 4: Recruitment, Hiring and Compensation of Chief Executive Officer

a. Recruitment and Hiring

- Upon notice of the Chief Executive Officer's resignation, removal or non-renewal of contract, the Executive Committee shall begin a recruitment process to employ a new Chief Executive Officer. So as to ensure adequate representation of the community, the Chair may appoint up to three (3) additional Directors on an *ad hoc* basis to serve on the Executive Committee for the sole purpose of participating in the recruitment and hiring of the Chief Executive Officer. Such additional *ad hoc* members shall vote as members of the Executive Committee only on matters relating to recruitment and employment of the Chief Executive Officer, and their respective appointments to the Executive Committee shall terminate upon the hiring of a new Chief Executive Officer.
- The Executive Committee may appoint an interim Chief Executive Officer to serve during the recruitment and hiring process.
- The Chief Administrative Officer shall assist the Executive Committee in the recruitment and hiring processes of a new Chief Executive Officer, including but not limited to, identifying consulting or executive search firms, drafting and placing advertisements, drafting job description, screening resumes, scheduling interviews.
- The Board of Directors may contract with a consulting or executive search firm to

assist with the recruitment and hiring of the Chief Executive Officer.

- As a minimum, the Chief Executive Officer shall be either a qualified mental health or alcohol or drug addiction services professional with experience in administration OR a professional administrator with experience in mental health or alcohol and other drug services.
 - The Executive Committee shall make a recommendation to the Board of Directors regarding the selection of the Chief Executive Officer and the negotiated contract. The Board of Directors shall vote to approve or disapprove the selection and contract.
- b. **Compensation:** The Board of Directors shall fix the compensation of the Chief Executive Officer as authorized in ORC §340.04. In determining the compensation of the Chief Executive Officer, the Board of Directors may consider the compensation of other similar positions in Cuyahoga County, of other Chief Executive Officers of similarly sized boards in the State of Ohio, and any other factor in arriving at a reasonable compensation.

Section 5: Removal of Chief Executive Officer

- a. Pursuant to ORC §340.04, the Board of Directors, by a majority vote of the full membership, may remove the Chief Executive Officer for cause, upon written charges, after an opportunity has been afforded him for a hearing before the Board of Directors on request.
- b. The Board of Directors may negotiate a waiver of the provisions contained in ORC §340.04 with the Chief Executive Officer at the time of contract negotiations.

ARTICLE IX. INDEMNIFICATION AND INSURANCE

Section 1: Indemnification. The ADAMHS Board shall indemnify a Director or employee as follows:

- a. For any action or inaction in his or her capacity as a Director or employee or at the request of the ADAMHS Board, whether or not the action or inaction is expressly authorized by Ohio Revised Code, Chapter 340 or any other section of the Revised Code, if:
 - The Director or employee acted in good faith and manner that he or she reasonably believed was in or was not opposed to the best interests of the ADAMHS Board; and
 - With respect to any criminal action or proceeding, the Director or employee had no reason to believe his or her conduct was unlawful.
- b. Against any expenses, including attorney's fees, the Director or employee actually and reasonably incurs as a result of a lawsuit or other proceeding involving the

defense of any action or inaction in his or her capacity as a Director or employee or at the request of the ADAMHS Board, or in defense of any claim, issue, or matter raised in connection with the defense of such an action or inaction, to the extent that the Director or employee is successful on the merits or otherwise.

The ADAMHS Board shall not indemnify a Director or employee for punitive damages.

Section 2: Liability Insurance

The ADAMHS Board shall procure a policy or policies of insurance insuring Directors and employees of the ADAMHS Board against liability arising from the performance of their official duties. If the liability insurance is unavailable or the amount the ADAMHS Board has procured or is able to procure is insufficient to cover the amount of a claim, the ADAMHS Board may indemnify a Director or employee directly as set forth in Article IX, Section 1.

ARTICLE X. REVIEW, AMENDMENTS OR REPEAL OF BYLAWS

Section 1: Review of Bylaws

The Board of Directors shall review these Bylaws at least once every three (3) years or as needed and determine if any modifications need to be made pursuant to the procedure specified in Article X, Section 2.

Section 2: Amendments or Repeal of Bylaws

These Bylaws may be amended or repealed by the Board of Directors by a 2/3 affirmative vote of the full sitting membership of the Board of Directors at a meeting called for such purpose. The membership must be given 21 days written notice as to the proposed amendment of these Bylaws.

ARTICLE XI. NON-DISCRIMINATION

All services and facilities on programs contracted by the Board of Directors shall be made available without discrimination on account of race, religion, national origin, ancestry, color, age, sex, sexual orientation, disability, handicap, familial status, and ability to pay or any legally impermissible basis. No professional qualified person shall be discriminated against with respect to employment on account or race, relation, national origin, ancestry, color, age, sex, sexual orientation, disability, handicap, familial status or any legally impermissible basis.