

ALCOHOL, DRUG ADDICTION & MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY
FINANCE & OVERSIGHT COMMITTEE MINUTES
JANUARY 17, 2024

PRESENT: Bishara W. Addison, Committee Chair, Gregory X. Boehm, M.D., James T. Dixon, J. Robert Fowler, Ph.D., Patricia James-Stewart, M.Ed., LSW, Katie Kern-Pilch, MA, ATR-BC, LPC-S

ABSENT: Ashwani Bhardwaj, Reginald C. Blue, Ph.D., Rebekah L. Dorman, Ph.D., Sadigoh C. Galloway, MSW, LSW, LICDC-CS, Rev. Benjamin F. Gohlstin, Sr., Steve Killpack, MS, Harvey A. Snider, Esq.

BOARD STAFF PRESENT: Scott Osiecki, Chief Executive Officer, Sarah Adkins, Danielle Clark, Erin DiVincenzo, Ben Goodwin, Felicia Harrison, Myra Henderson, Ian Jameson, Woo Jun, Britany King, Linda Lamp, Joseph Mealing, Nancy Mundy, Mark Onusko, Clare Rosser, Jessica Saker, Maggie Tolbert, Nick Weaver, Joicelyn Weems, Beth Zietlow-DeJesus

1. CALL TO ORDER

Ms. Katie Kern-Pilch, Finance & Oversight Committee Vice Chair, called the meeting to order at 4:04 p.m. Ms. Linda Lamp conducted a roll call for the Finance & Oversight Committee to verify the presence of a quorum.

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

2. PUBLIC COMMENT ON AGENDA ITEMS

No public comment on agenda items was received.

3. FINANCE & OVERSIGHT COMMITTEE MISSION STATEMENT DISCUSSION

Mr. Woo Jun, Chief Operating Officer, conveyed that following the merger of the Planning & Oversight and the Finance & Operations Committees into the Finance & Oversight Committee, the Board has been assigned the responsibility of crafting a mission statement for the newly formed Committee. He reported that the mission statements for the Planning & Oversight and Finance & Operations Committees respectively are as follows:

- The Planning & Oversight 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.
- The Finance & Operations Committee Mission Statement: To assist the full Board in fulfilling its fiduciary responsibility by reviewing and overseeing financial and operational aspects of the system.

Mr. Jun put forth the following mission statement for the Finance & Oversight Committee:

- To ensure the community behavioral health system in Cuyahoga County has effective allocation of resources, transparent financial practices, and well-monitored delivery of high-quality mental health, addiction, prevention, treatment, and recovery support services that are responsive to the diverse needs of the community.

The proposed mission statement attempts to combine the two mission statements in that the Finance & Oversight Committee will be assuring financial and programmatic oversight of the community behavioral health system in Cuyahoga County. After a brief committee discussion on the Finance & Oversight Committee Mission Statement, Ms. Kern-Pilch suggested incorporating clients, their families, and the community at the end of the statement. She emphasized the importance of considering the individual and their families as well. Finance & Oversight Committee members concurred.

4. ADAMHS BOARD BYLAWS

Mr. Jun reported that the Board underwent an update of the bylaws to align with changes in Ohio Revised Code (ORC) 340. The modifications included the addition of the Treasurer as an officer to the Board of Directors and the consolidation of the Planning & Oversight and the Finance & Operations Committees into the Finance & Oversight Committee, accompanied by the minor grammatical edits.

Key changes to ORC 340 (Effective October 3, 2023) are as follows:

- Board of Directors Composition: Previously, the County held ten appointments, while the Ohio Department of Mental Health and Addiction Services (OhioMHAS) had eight. Under the revised ORC 340, the County now appoints 2/3 of the Board of Directors, with OhioMHAS receiving 1/3. This translates to 12 appointments for the County and six for OhioMHAS.

- Removal of Directors: Previously, Directors could be removed for neglect of duty, misconduct, or malfeasance in office. Now, Directors can be removed "at-will" by the appointing authority.
- Addition of Treasurer as an Officer to the Board of Directors: Further details on this addition were discussed by Dr. J. Robert Fowler, Board Chair. He reported that with the increased interest in the ADAMHS Board's finances from the County and the subsequent Health and Human Services Levy Subsidy Agreement, a discussion transpired with Mr. Scott Osiecki, Chief Executive Officer, about adding a Treasurer as an Officer to the Board of Directors. He shared that the Treasurer will serve in a liaison and oversight capacity to the ADAMHS Board's financial operations and requisite reporting. In addition, the Treasurer will serve as Chair of the Board's Finance & Oversight Committee and recommended that Ms. Bishara Addison be the Board's initial Treasurer due to her excellent work previously chairing the Finance & Operations Committee. Lastly, Dr. Fowler emphasized that the inclusion of the Treasurer does not cast any doubt on the excellence of the Finance Department's work and the performance of our Chief Financial Officer, Ms. Felicia Harrison.
- Merging of the Planning & Oversight and Finance & Operations Committees into Finance & Oversight Committee: With the merger, the new Finance & Oversight Committee combines the functions of the two Committees. Additionally, the Planning & Oversight Committee's two Community Representatives will now be part of the Community Relations & Advocacy Committee.

Motion to recommend approval of changes to the ADAMHS Board Bylaws and adding the position of Treasurer as a position on the Board of Directors to the full Board. MOTION: G. Boehm / SECOND: P. James-Stewart / AYES: G. Boehm, J. Dixon, R. Fowler, P. James-Stewart / NAYS: None / ABSTAIN: None / **Motion passed.**

[Ms. Bishara W. Addison arrived to Chair the Finance & Oversight Committee meeting.]

5. REVIEW OF POLICY STATEMENT RENEWAL

➤ Open Meetings Act Policy

Mr. Jun highlighted the minor revisions needed to update the policy statement up for renewal, Open Meetings Act Policy. The revisions made to update the policy were enumerated on a separate document.

Mr. Jun reported that the Open Meetings Act Policy states that it is the policy of the ADAMHS Board to take official action and to conduct all deliberations on official business during open meetings in compliance with ORC section 121.22, unless an executive session is authorized by law.

A. Schedule and Notifications:

1. Board Meetings: The times and places of all ADAMHS Board Meetings are posted on the ADAMHS Board website at www.adamhsc.org. The ADAMHS Board holds meetings either as a full Board or organized as one or more of the following Board Committees. In general, the Board meets on the following days each month, with the exception of August and December. *The schedule and starting times for all meetings are subject to change and can be obtained by visiting the Board's website.*
 - General Meetings of the full ADAMHS Board of Directors:
Usually held on the fourth Wednesday of each month.
 - Faith-based Outreach Committee
Usually held bi-monthly on the first Wednesday of even-numbered months.
 - Community Relations & Advocacy Committee:
Usually held bi-monthly on the first Wednesday of odd-numbered months.
 - Finance & Oversight Committee:
Usually held the third Wednesday of each month.
 - Executive Committee:
Convened as needed from time-to-time.
2. Schedule Change: In the event that the observation of a national holiday, a special meeting or other circumstances cause a change to the ADAMHS Board meeting schedule, notice of any changes shall be posted on the ADAMHS Board website.
3. Special Meeting: In the event that a Special Meeting is called, the ADAMHS Board shall give at least twenty-four (24) hours advance notice to the news media that have requested notification, except in the event of an emergency

requiring immediate official action. In the event of an emergency, the ADAMHS Board shall notify the news media that have requested notification immediately of the time, place, and purpose of the meeting.

4. Agenda: The agenda for each ADAMHS Board meeting is posted on the ADAMHS Board website (www.adamhsc.org) the Friday prior to the scheduled meeting.
 - If a person does not have access to the internet, a person, upon request and payment of a reasonable fee, may obtain reasonable advance notification of all meetings at which any specific type of public business is to be discussed. Provisions for advance notification may include, but are not limited to, mailing the agenda of meetings to all subscribers on a mailing list or mailing notices in self-addressed, stamped envelopes provided by the person.
5. ADAMHS Board Executive Assistant: Any person may call the ADAMHS Board Executive Assistant to inquire about the date, time and place of such meetings and shall be so informed.

B. Location of Meetings:

1. All meetings, unless otherwise specified, are held at the ADAMHS Board offices located at 2012 West 25th Street, 6th Floor, Ohio Room, Cleveland, Ohio 44113.

C. Audio and/or video recording of ADAMHS Board public meetings is permissible as long as it does not cause disruption to the meeting as determined by the presiding ADAMHS Board Chair.

- It is the policy of the ADAMHS Board to take official action and to conduct all deliberations on official business during open meetings in compliance with ORC section 121.22, unless an executive session is authorized by law.

Given this policy revision being proposed contains minor modifications of an existing policy, a reading at one General Board Meeting is required prior to an official vote for adoption. As there were no other changes proposed, the committee voted to recommend approving the revised policy to the full Board.

Motion to recommend approval of renewing the policy statement, Open Meetings Act Policy, to the full Board. MOTION: K. Kern-Pilch / SECOND: G. Boehm / AYES: G. Boehm, J. Dixon, R. Fowler, P. James-Stewart, K. Kern-Pilch / NAYS: None / ABSTAIN: None / **Motion passed.**

6. **APPROVAL OF MINUTES**

The Planning & Oversight Committee minutes from September 13, 2023 and the Finance & Operations Committee minutes from September 20, 2023 were approved as submitted.

As Chair of the Planning & Oversight Committee, Ms. Kern-Pilch expressed gratitude and commended Ms. Linda Lamp, Executive Assistant, for her contributions to the Planning & Oversight Committee.

7. **INTRODUCTION OF DANIELLE CLARK, DIRECTOR OF FINANCE AND BUSINESS OPERATIONS**

Mr. Osiecki reintroduced Ms. Clark and reported that Ms. Clark has been promoted to the newly created position of Director of Finance and Business Operations, which was previously the Director of Finance. He shared that this position was created at the request of Ms. Felicia Harrison, Chief Financial Officer, and Mr. Joseph Mealing, Director of Human Resources, to assist with the Board's succession planning; and is part of the Board's Strategic Plan. As a result, if and when the Director of Claims and Membership retires, Ms. Clark will have a working knowledge of the Claims and Membership functions.

Ms. Clark has provided the Board with her financial expertise for over three years and has over a decade of public sector financial experience and is a certified Public Manager. She is currently finishing the National Association of Counties Leading with Purpose Professional Development Course, which exemplifies her dedication to staying ahead in the field; and her strategic financial management has been instrumental to the Board with shaping the Board's success, fostering transparency and driving efficiency. Mr. Osiecki and everyone present extended their congratulations to Ms. Clark on her well-deserved promotion.

8. **INTRODUCTION OF SARAH ADKINS, EVALUATION AND RESEARCH OFFICER**

Mr. Osiecki also introduced Ms. Adkins, who joined the Board on Monday, January 8, 2024. He shared that Ms. Adkins has a Master of Public Health (MPH) and a Bachelor of Arts (BA) in Psychology from Kent State University; and reported that she has both the experience and passion for mental health and substance use topics. Mr. Osiecki and all in attendance greeted Ms. Adkins warmly.

9. **PRESENTATION**

Mr. Mark Onusko, Behavioral Health Prevention Specialist, introduced Ms. Kameron Pepera, Co-founder and Executive Director from Colors+ Youth Center. Ms. Pepera reported that Colors+, a youth led/family led youth center, has a mission to strengthen LGBTQ+ youth by promoting individual and community wellness. Strengthening LGBTQ+ youth and allies. Colors+ was established in 2018 by two licensed professional counselors; and mental health is the focus of the programs for youth and families. Ms. Pepera referenced various groups of individuals: Ages 3-10, Ages 11-19 and Parents and Families:

- Ages 3-10
 - Drag Story Hour
 - Gender+ Play Groups
 - Family Yoga
 - Create and Connect Art Therapy Groups
- Ages 11-19
 - Colors+ Connections
 - Gender+
 - Mind/Body Programs
 - Dungeons and Dragons
 - Drag Tutorials
 - Create and Connect Art Therapy Groups
 - Game Nights
 - Camp POWER
 - Harmony+
- Parents and Families
 - Trauma Informed Family Yoga Classes
 - Parent Support Groups
 - Family Dinner/Game Nights

For Youth Art Therapy Groups, the providers hold a dual license of LPC and Art Therapy. For Adult Community Empowerment Groups, the provider has the license of LSW; and all providers are supervised by an LPCC-S.

Youth LGBTQ+ Prevention and Treatment Groups include the following:

- Create and Connect Art Therapy Groups ages 5-17
 - 10 youth ages 5-7
 - 10 youth ages 8-11
 - 18 youth ages 11-14
 - 15 youth ages 15-17

Youth participants were able to do the following at the end of group:

- Connect feelings and stories through art
- Increased social interactions with peers
 - Decreased social isolation
- Increased healthy coping skills
 - Ability to appropriately express themselves during group and interact with other peers
 - Parents/caregivers also reported that the youth emotional regulation was increased and started many positive discussions during family time.

Adult LGBTQ+ Prevention and Treatment Groups include the following:

- Community Engagement Group
 - 12 participants
 - Demographic overview
 - 100% LGBTQ+ community members
 - 83% Caucasian

- 16.6% Hispanic

Outcomes from the Adult LGBT+ Prevention and Treatment Groups were shared as follows:

- Safe place for participants to share ideas, fears and concerns especially related to identity and minority stress.
- Increased sense of self and connection to community.

Ms. Pepera founded Colors+ with her spouse because she believes youth deserve a safe space to be their authentic and wonderful selves and believes that youth should not only survive childhood but thrive throughout their journey to adulthood. Ms. Pepera responded to questions from the Board Directors. Ms. Addison thanked the presenter for an informative discussion. (The PowerPoint presentation is attached to the original minutes stored in the Executive Unit.)

Ms. Kern-Pilch shared a highlight regarding art therapy. She stated that on Friday, June 30, 2023, the 135th Ohio General Assembly passed the state's biennial Operating Budget for FY 24-25 (House Bill (HB) 33), and the legislation was signed by Governor DeWine on Tuesday, July 4, 2023. She shared that HB 33 contains language relative to art therapy licensure; and reported that this language was originally stricken forty years ago. Advocates have been lobbying for it ever since.

10. FINANCE REPORTS

Ms. Harrison reported that the Administrative Budget that was approved for Calendar Year (CY) 2023 was \$8,080,414 and for October Actual Year to Date (YTD) 2023, the total administrative expenses were \$6,376,612.54; that is roughly 79% of the total Administrative Budget. As a result, the Board is on track with expenses for the first ten months of 2023. Ms. Harrison highlighted that relative to the Board Voucher Report for October 2023, there was one expense of note that was identified as Marjet Communications. Ms. Harrison mentioned that the payment of \$12,192.50 is the first installment for microphones for the audio system in the Ohio Conference Room.

For November YTD 2023, the total administrative expenses is \$6,897,794.26; that is roughly 85% of the total Administrative Budget. Ms. Harrison highlighted that relative to the Board Voucher Report for November 2023, there were a few expenses of note that were identified as Brown Consulting LTD and Marjet Communications. Ms. Harrison mentioned that the payment to Brown Consulting LTD of \$30,000 was approved during the March 2023 Board cycle and is payment for the Client Satisfaction Survey; and the Marjet Communications payment of \$6,096.25 is an additional installment for the audio system in the Ohio Conference Room.

The Funding Source Budget to Actual YTD, November 2023, displays the Board's total revenue budget for administrative operations and grants. The total revenue expected to be received from Federal, State and local levy funds is \$74,365,289; and through the end of October 2023, the Board has received \$48,451,814.09; and through the end of November 2023, the Board has received \$52,761,774.30. Ms. Harrison reported that through the end of November 2023, 71% of the budget has been received.

The Revenues By Source By Month report reflect that in October 2023, the Board received revenues of \$1,812,114.37; and in November 2023, the Board received revenues of \$4,309,960.21, which brings the total revenue to \$52,761,774.30.

The ADAMHS Board Budget vs. Actual Expenses 2023 YTD reflect that November YTD Actuals is \$76,596,394.90, that is roughly 83% of the Board's anticipated expenditures for the calendar year. Ms. Harrison noted that the Diversion Center's expenditures are reflected on this report.

The Revenue and Expenditures All Accounting Units By Month reflect that the total expenditures in October 2023 is \$7,712,579.15; and the total expenditures in November 2023 is \$8,277,342.26; bringing the total expenditures through the end of November 2023 to \$76,596,394.90.

The Revenues and Expenditures Grants YTD, November 2023 YTD reflects the Grant Accounting Units that include the ADAMHS Department of Justice (DOJ) Grants, Opportunities for Ohioans with Disabilities (OOD) Grant, and Other Grants. The total revenue for grants YTD is \$4,720,717.27; and expenditures for grants YTD is \$4,962,219.15.

The Diversion Center Revenues and Expenditures YTD November 2023 YTD reflects that the total revenue is \$4,175,443.71; and the total administrative expenses is \$4,583,884.22.

The Cash Flow Report November 2023 shows the 2021 Actual, 2022 Actual and YTD thru November 2023. This report shows a comparison of the available beginning balance, total available resources, expenditures and available ending balance. The available ending balance through November 2023 is \$19,341,081.98. Ms. Harrison noted that the Board has not received the second half of the Board's subsidy, which will be reflected on the December 2023 report.

Ms. Addison asked Ms. Harrison to explain the process by which Cuyahoga County handles funds allocated for specific contracts. Ms. Harrison reported that encumbering funds for contracts is a common practice in financial management. By encumbering funds, organizations set aside or reserve the necessary amount to cover the costs associated with specific contracts. This ensures that the allocated budget is earmarked for the intended purposes and helps prevent overspending. This approach provides transparency and accountability in financial transactions, allowing organizations to track and manage their budget effectively.

Ms. Kern-Pilch thanked Ms. Harrison and her team for the quarterly Chief Financial Officer (CFO) meeting that was had on Tuesday, January 16, 2024, with the Board's provider organizations; and anyone involved with finances at the provider organizational level is welcome to attend.

Motion to recommend approval of the Board Voucher and Expenditure Reports for October 2023 and November 2023 to the full Board. MOTION: R. Fowler / SECOND: J. Dixon / AYES: G. Boehm, J. Dixon, R. Fowler, P. James-Stewart, K. Kern-Pilch / NAYS: None / ABSTAIN: None / **Motion passed.**

11. CARE RESPONSE

- a. Pilot Program
 - FrontLine Service - \$1,700,000

Ms. Maggie Tolbert, Assistant Chief Clinical Officer, reported that the foundation for this pilot program has been laid through extensive research in the community and development led by R Strategy Group. Drawing from evidence-based practices and the success of similar initiatives in other communities across the country, the Care Response Pilot Program is designed to meet the specific needs of Cleveland residents. The Board will be funding the pilot and FrontLine Service will be providing the services in areas of Cleveland decided upon in consult with City and Cuyahoga County Council Members. The locations will be determined based on the need in the identified zip codes.

The Care Response Pilot Program will operate 24 hours/7 days per week and start with five teams - each consisting of one licensed clinician and one certified peer supporter, as well as two licensed supervisors to oversee the five teams. Education of dispatchers to identify care response calls to 911 and to the community on when to call 988 is vital to the success of the pilot program that will be coordinated through the Board, City of Cleveland Department of Public Health and R Strategy Group. The pilot program includes a preparatory phase for community engagement, ensuring that the voices and needs of the community are central to the program's design and implementation. The program's progress and effectiveness will be evaluated through a data-driven approach focusing on community impact.

Funding will be utilized by FrontLine Service to establish five care response teams each consisting of one licensed clinician and one certified peer supporter, as well as two licensed supervisors to oversee the five teams to provide 24/7 Care Response Services during the pilot program. The Care Response Pilot Program is poised to make a significant impact in areas with a pressing need for innovative crisis intervention solutions. Furthermore, this Pilot Program will be an important addition to the crisis continuum to provide specific and safe care to individuals experiencing behavioral health crisis and assist clients and families in achieving improved behavioral health outcomes. Board staff is recommending that the Board Directors approve \$1,700,000 to FrontLine Service to establish five care response teams each consisting of one licensed clinician and one certified peer supporter, as well as two licensed supervisors to oversee the five teams to provide 24/7 Care Response Services in areas of Cleveland decided upon in consult with City and Cuyahoga County Council Members, for the term of January 1, 2024 through December 31, 2024. Ms. Susan Neth, MS, LSW, Executive Director, and Mr. Rick Oliver, PCC-S, Director of Crisis & Trauma Services, from FrontLine Service, were present to respond to questions from the Board Directors.

- b. Communications and Community Engagement Consultant
 - R Strategy Group - \$59,500

Mr. Jun reported that care response is a health-first approach that deploys teams of behavioral health professionals and peers with lived experience on mental health crisis calls. Over the past several years, R Strategy Group has worked with the Board, Magnolia Clubhouse, and experts and advocates in Cuyahoga County and across the state and country to move care response forward. Foundations are extremely interested in the work that R Strategy is doing and interested in continuing their financial support, but that support will not be available until early in the second quarter of 2024.

Funding will be used to assist the Board with communications and community engagement regarding the Care Response Pilot. Care response will ensure that individuals experiencing a mental health crisis will get help from a behavioral health professional and peer rather than an interaction with law enforcement which will reduce the risk of arrest, multiple bookings, or even physical danger in the hands of law enforcement. Board staff is recommending that the Board Directors ratify the contract with R Strategy Group to serve as the consultant to provide care response communication and community engagement in the amount of \$59,500 for the term of December 1, 2023 through March 31, 2024.

Motion to recommend approval of the Care Response Pilot Program with FrontLine Service in the amount of \$1,700,000 for the term of January 1, 2024 through December 31, 2024, and the Care Response Communications and Community Engagement Consultant with R Strategy Group in the amount of \$59,500 for the term of December 1, 2023 through March 31, 2024 (as listed above) to the full Board. MOTION: R. Fowler / SECOND: P. James-Stewart / AYES: G. Boehm, J. Dixon, R. Fowler, P. James-Stewart, K. Kern-Pilch / NAYS: None / ABSTAIN: None / **Motion passed.**

12. CUYAHOGA COUNTY ASSESSMENT AND DIVERSION CENTER (CCADC) ONE-YEAR FUNDING AND CONTRACT EXTENSIONS

Mr. Osiecki reported that Cuyahoga County selected the Board through a Request for Proposal (RFP) process for the establishment and oversight of the CCADC, 24/7 Screening Hotline and the expanded provision of Crisis Intervention Team (CIT) Training in November of 2020. The Board entered into a two-year contract with Cuyahoga County from January 1, 2021 through December 31, 2022 and a one-year extension through December 31, 2023. In turn, the Board entered into two-year contracts and subsequent one-year extensions with FrontLine Service for the operation of the 24/7 Screening Hotline and Oriana House for the operation of the CCADC located at located at 1804 East 55th Street, as well as hired three CIT Training Officers with the grant funding.

The Board will enter into a second one-year contract extension for the continued oversight of the CCADC, 24/7 Screening Hotline and provision of CIT training that began on January 1, 2021. The Board has continuously worked with Cuyahoga County, Oriana House and FrontLine Service through the original contract period and subsequent one-year extension to improve usage at the Diversion Center and have agreed on the following to be included in this one-year contract extension:

- Oriana House's budget is for 25 beds but may expand up to 32 beds with a priority on law enforcement referrals. Once the 32 beds are filled, Oriana House will suspend admissions and work to properly discharge clients that are medically cleared for discharge, prioritizing clients who have stayed for more than nine days.

The Board will enter into another one-year contract extension with FrontLine Service for the operation of the 24/7 Screening Hotline and Oriana House for the operation of the CCADC, as well as maintain employment with two CIT Training Officers, with the grant funding. Up to 25 individuals may be served per day, with the capability of being expanded to 32. Oriana House will utilize funding for staffing of the CCADC, which includes Doctors, Nursing, Social Workers, Counselors and Peer Support. Funding will also be used for transportation services for individuals discharged from the CCADC when required. FrontLine Service will utilize the funding for staffing the Call Center 24/7 Screening Hotline. The Board will utilize funding for two full-time CIT Training Officers.

The CCADC will enable individuals living with mental illness and/or substance abuse issues who encounter law enforcement and have committed a non-violent offense to be diverted from incarceration to immediate stabilization and linkage/re-linkage to long-term treatment and supports to assist in recovery. Community, self, and friend and family referrals to the Diversion Center will be accepted after contacting the 24/7 Screening Hotline. Utilization of the CCADC will allow for a more efficient use of time for law enforcement officers. Board staff is recommending that the Board Directors approve the acceptance of funding from Cuyahoga County for the oversight and operation of the CCADC in the amount of \$5,775,268.43; and ratify the one-year contract extension

with Oriana House in the amount of \$5,250,000 and approve the one-year contract extension with FrontLine Service in the amount of \$363,845 for the term of January 1, 2024 through December 31, 2024.

Motion to recommend approving the acceptance of funding from Cuyahoga County for the oversight and operation of the CCADC in the amount of \$5,775,268.43; and ratify the one-year contract extension with Oriana House in the amount of \$5,250,000 and approve the one-year contract extension with FrontLine Service in the amount of \$363,845 for the term of January 1, 2024 through December 31, 2024 to the full Board. MOTION: P. James-Stewart / SECOND: K. Kern-Pilch / AYES: G. Boehm, J. Dixon, R. Fowler, P. James-Stewart, K. Kern-Pilch / NAYS: None / ABSTAIN: None / **Motion passed.**

13. **CONTRACTS**

ADAMHS Board staff highlighted agenda process sheets for agreements listed below, answered questions and provided clarification for Board Directors.

- a) Case Management Sustainability
 - FrontLine Service - \$937,016

Mr. Jun reported that case management or community psychiatric supportive treatment (CPST) is provided to individuals who are homeless and living with a behavioral health challenge. To be fully staffed, the Case Management Program is operational at 13.5 full-time equivalent with the following vacancies:

- 3 Case Managers
- 1 Program Manager
- 2 Program Coordinators

The Board will provide one-time funding to FrontLine Service as an immediate action step to assist with the current significant staffing issue for the Case Management Program by providing assistance for salaries, fringes, training and other related expenses. The Case Management Program is supported in its entirety by reimbursement dollars through Medicaid, and when there are vacancies, especially extended, it dramatically decreases dollars generated to support this program. As a result, the Case Management Program is not self-sustaining, and will have to be closed without Board support. With the one-time funding, FrontLine Service provided an action plan to be fully staffed and the goal is to be self-sustaining by the end of 2024. The action plan includes increased salaries, trainings and a reduction of caseloads for Case Managers. Board staff is recommending that the Board Directors approve a contract with FrontLine Service in the amount of \$937,016 for the term of January 1, 2024 through December 31, 2024.

Ms. Addison asked if these funds would be allocated to enhance salaries for sustainability. Ms. Neth confirmed that they would be utilized for this purpose. Mr. Osiecki additionally mentioned that the Board staff had engaged with FrontLine Service staff to address this request. Board staff acknowledged the significance of sustaining case management for the overall recovery process.

- b) Acceptance of U.S. Department of Justice (DOJ), Bureau of Justice Assistance (BJA), Comprehensive Opioid, Stimulant and Substance Use (COSSUP) Grant Funds
 - Cuyahoga County Medical Examiner's Office (CCMEO) - \$270,938.82

Mr. Jun reported that the DOJ, BJA has awarded the CCMEO a COSSUP grant. COSSUP is a three-year grant to develop, implement, or expand comprehensive programs in response to the overdose crisis and the impacts of use and misuse of opioids, stimulants, or other substances. This program furthers the DOJ's mission by providing resources to support local efforts to respond to illicit substance use and misuse; reduce overdose deaths; promote public safety; and support access to prevention, harm reduction, treatment, and recovery services in the community and justice system. These funds will support the Overdose Fatality Review (OFR), a multidisciplinary 20+ member body that conducts intensive case reviews of exemplar overdose deaths to identify systems gaps and create recommendations by utilizing cross-agency data, unique to the OFR. The goal is to enhance the county's OFR to promote cross-system coordination among public health and safety agencies for the identification of preventable risk factors to reduce overdose deaths – especially for those historically marginalized, underserved, and adversely affected by inequality.

The CCMEO selected the Board as a partner to share its expertise in the field of substance abuse and Next of Kin interview experience. The Board will leverage its experience working with persons with Opioid Use Disorder (OUD), and families of overdose (OD) victims, by employing a grant funded OUD Specialist. This individual will represent the ADAMHS Board on the OFR Committee. This staff member will conduct interviews with survivors/surviving family members who provide consent, input data from interviews into the COSSUP OFR DATA System; provide data for additional cases for desk review; bi-monthly stakeholder meetings; OFR coordination, including meeting summaries, and tracking, reviewing and disseminating recommendations. This data will assist in prioritizing recommendations, developing solutions, and implementing action plans. Board staff is recommending that the Board Directors approve acceptance of grant funding in the amount of \$270,938.82 from the CCMEO for the term of October 1, 2023 through September 30, 2026.

- c) Cuyahoga Residents at C.H. Everett House (Lake County Adam and Amanda Center)
- Signature Health - Not to exceed \$100,000

Mr. Jun reported that OhioMHAS provided capital funding to the Northeast Ohio (NEO) Collaborative, which is comprised of the Ashtabula County Mental Health & Recovery Services Board; Alcohol, Drug Addiction, and Mental Health Services Board of Cuyahoga County; Geauga County Board of Mental Health and Recovery Services; Lake County Alcohol, Drug Addiction and Mental Health Services Board; Mental Health, Addiction & Recovery Services Board of Lorain County and County of Summit Alcohol, Drug Addiction and Mental Health Services Board, for Adam and Amanda Centers. OhioMHAS awarded \$5,969,956.50 for four Adam and Amanda Centers to provide short term residential treatment services available to all residents encompassing the NEO Collaborative.

- Crossroads Health North Coast House (Lake)
- Signature Health C.H. Everett House (Lake)
- Ravenwood Health (Gauga)
- Signature Health ORCA House (Cuyahoga)

The Board will be allocating funding for Signature Health to provide short-term residential treatment services for Cuyahoga County residents being served by C.H. Everett House, Lake County's Adam and Amanda Center. The per diem rate for room and board is \$151 with additional services to be billed through Great Office Solution Helper (GOSH), the Board's claim system, if applicable. Board staff is recommending that the Board Directors approve a contract with Signature Health for an amount not to exceed \$100,000 for the term of January 1, 2024 through December 31, 2024.

- d) Pass-through of OhioMHAS Match Funding to Ohio Department of Development (ODOD) – \$149,025
- Emerald Development & Economic Network (EDEN), Inc. - \$50,000
 - Joseph's Home - \$33,400
 - Front Steps Housing & Services - \$50,000
 - CHN Housing Partners - \$15,625

Mr. Jun reported that ODOD's Supportive Housing Program (SHP) provides grants to organizations that operate transitional housing projects designed to move homeless individuals to permanent housing and/or long-term permanent supportive housing for homeless individuals with disabilities. Funds are awarded by ODOD to eligible transitional housing and permanent supportive housing providers on a competitive basis. Grantees must provide at least one dollar in public or private resources for every two dollars in SHP funds. OhioMHAS is providing a portion of the required match funding for successful applicants in the ODOD SHP Grant program. OhioMHAS passes those funds through county Boards to the agencies chosen for funding by ODOD.

EDEN, Inc., has been awarded \$2,509,300 by ODOD to continue its Permanent Supportive Housing Program. OhioMHAS is contributing \$50,000 to EDEN, Inc.'s required match. Joseph's Home has been awarded \$133,600 by ODOD to continue its Transitional Housing Program. OhioMHAS is contributing \$33,400 to Joseph Home's required match. Front Steps Housing & Services has been awarded \$372,700 by ODOD to continue its Permanent Supportive Housing Program. OhioMHAS is contributing \$50,000 to Front Steps Housing & Services' required match. CHN Housing Partners has been awarded \$62,500 by ODOD to continue its Permanent Supportive Housing Program. OhioMHAS is contributing \$15,625 to CHN Housing Partners. All OhioMHAS funds should be drawn down no later than June 30, 2024.

Board staff is recommending that the Board Directors accept \$149,025 from OhioMHAS to distribute \$50,000 to EDEN, Inc., \$33,400 to Joseph's Home, \$50,000 to Front Steps Housing & Services, and \$15,625 to CHN Housing Partners for the match for the ODOB Supportive Housing Program for the term of January 1, 2024 through June 30, 2024.

- e) External Affairs Consultant
 - Beth Zietlow-DeJesus - Not to exceed \$44,200

Mr. Jun reported that with the resignation of the Director of External Affairs, there is an immediate need for assistance with the Board's External Affairs Department to train and provide direction to External Affairs Officers and to assist with special projects. Ms. Beth Zietlow-DeJesus served as the Director of External Affairs with the ADAMHS Board from August 2017 through June 2023 and is an accomplished public relations professional.

Ms. Zietlow-DeJesus will serve as the External Affairs Consultant to assist with the transition of the Board's External Affairs Department at \$85 per hour up to 20 hours per week for a six-month term in an amount not to exceed \$44,200. Ms. Zietlow-DeJesus will provide consulting services to the Board by providing training and direction regarding the day-to-day activities of the External Affairs Department to External Affairs staff, including External Affairs Officers and Director of External Affairs, if applicable. Additionally, she may perform special projects as needed at the direction of the Board's Chief Executive Officer. With the consulting services, Cuyahoga County residents and providers will be able to stay current with various communications from the ADAMHS Board regarding mental health, addiction, prevention, treatment and recovery support services. Board staff is recommending that the Board Directors ratify the six-month contract with Ms. Zietlow-DeJesus to serve as the External Affairs Consultant for \$85 per hour up to 20 hours per week in an amount not to exceed \$44,200 for the term of December 11, 2023 through June 10, 2024.

- f) Let the Healing Begin
 - Annual Meeting Keynote, Dr. Joy DeGruy (Pending Availability) – Not to exceed \$20,000

Ms. Carole Ballard, Director of Education and Training, reported that Dr. DeGruy holds a Bachelor of Science degree in Communication, a Master of Social Work (MSW), a Master's degree in Clinical Psychology, and a Ph.D. in Social Work Research. Dr. DeGruy is a nationally and internationally renowned researcher, educator, author and presenter. She is an Assistant Professor at Portland State University and the President of JDP Inc. Dr. DeGruy has over twenty-five years of practical experience as a professional in the field of social work. She conducts workshops and training in the areas of mental health, social justice and culture specific social service model development.

Dr. DeGruy believes that "truthfulness is the foundation of all human virtues." Workshops aim at guiding us toward unlocking our own truths by critically evaluating history, medicine, science, education, etc. Dr. DeGruy shares her strategies for healing by encouraging participants to discover their own voices. Dr. DeGruy has the keen ability to meet members of her audience where they are and inspire them to rise above their fears. The Theory of Post Traumatic Slave Syndrome suggests that centuries of slavery followed by systemic racism and oppression have resulted in multi-generational adaptive behaviors - some of which have been positive and reflective of resilience, and others that are detrimental and destructive. In brief, Dr. DeGruy presents facts, statistics and documents that illustrate how varying levels of both clinically induced and socially learned stress related issues were passed along through generations because of slavery and ongoing terrorism and anti-blackness.

At the request of a Board Director, staff contacted keynote speaker, Dr. DeGruy and proposed that she speak at the Annual Meeting, which is scheduled for Monday, May 13, 2024, at the Holiday Inn Independence. Staff are awaiting confirmation from Dr. DeGruy's scheduling team. Dr. DeGruy's message, "Let the Healing Begin," will continue the Board's ongoing education about culture, healing and coming together as a community. Dr. DeGruy's message will also provide a "footprint" of the theme for this year's Roads to Recovery Conference in October: Healing Communities. Board staff is recommending that the Board Directors approve a contract, not to exceed \$20,000, to host Dr. DeGruy as the Keynote Speaker at the Board's Annual Meeting on May 13, 2024. This contract is for the term of January 25, 2024 through June 30, 2024.

- g) 2024 Public Awareness Multi-Media Campaign – Not to exceed \$500,000

- Lamar Billboards - \$51,025
- Outfront Media Billboards - \$25,000
- Gateway Outdoor (formerly Lamar Transit) (GCRTA ads) - \$49,985
- iHeart - \$50,000
- Audacy - \$55,000
- Radio One - \$51,645
- ESPN - \$12,000
- La Mega - \$20,000
- Fox 8 - \$50,000
- Advance Ohio - \$40,000
- Call and Post - \$10,000
- Parma Observer - \$6,048
- Lakewood Observer - \$5,400
- Cleveland Observer - \$8,000
- Cleveland Jewish News - \$8,000
- Jemoh - \$28,400
- WOJU - \$20,000
- Other (printing, digital, social media, translation, local publications) - \$9,497

Ms. Zietlow-DeJesus reported that last year, the Board was running multiple campaigns, and this campaign will pull them all together under one umbrella for funding. The External Affairs Department will identify existing campaigns or create new evidence-based collateral materials to meet any current needs that arise. This multi-faceted campaign will use positive messaging to help prevent substance use and enhance education about treatment best-practices and how to connect with care. The campaign will also focus on stigma reduction, suicide prevention, gambling prevention and create further knowledge of 988.

Based on previous media buy evaluations, this campaign will reach several hundred thousand residents of Cuyahoga County and have millions of impressions. Funding has been set-aside in the Board's CY2024 Operating Budget for prevention campaigns focusing on heroin, suicide and gambling prevention and awareness. Funding will be used to pay for advertising and design costs associated with this campaign. The client and system impact will increase awareness of prevention education for youth (ages 12-18) as well as types of substance use treatment and anti-stigma messaging for adults 19 and over. Messaging will include 988 as a resource for individuals who are ready to seek help and for families and friends supporting loved ones. The program/service goals are to educate the public about prevention and treatment of substance use disorder, mental health disorders, suicide prevention and problem gambling prevention, while reducing stigma. Board staff is recommending that the Board Directors approve the Board to move to create a Prevention, Treatment and Anti-stigma Campaign in 2024 and allow the Chief Executive Officer to enter into contracts with various vendors in a total amount not to exceed \$500,000 for the term of January 25, 2024 through January 31, 2025.

Ms. Addison asked for more details concerning the quantity of calls received by 988 from Cuyahoga County. Mr. Oliver assured that he would send the necessary information regarding this inquiry. Ms. Maggie Tolbert, Assistant Chief Clinical Officer, conveyed that people lack awareness of 988 and continue to use 911. Mr. Osiecki conveyed that the Board is actively engaged in 988 advertising efforts, and Chief Strategy and Performance Officer, Ms. Clare Rosser, is currently developing a toolkit specifically tailored for the faith-based community.

Motion to recommend approval of Contracts (as listed above) to the full Board. MOTION: K. Kern-Pilch / SECOND: G. Boehm / AYES: G. Boehm, J. Dixon, R. Fowler, P. James-Stewart, K. Kern-Pilch / NAYS: None / ABSTAIN: None / **Motion passed.**

14. CONTRACT AMENDMENT

- a) Amendment to Resolution No. 23-09-07, OhioMHAS: Specialized Docket Support – SFY2024
 - Cuyahoga County Common Pleas Court - \$45,000 (Increase)

Ms. Harrison reported that as part of the State of Ohio SFY2016-2017 biennial budget, the Ohio Legislature appropriated funds to OhioMHAS to assist specialized dockets with their operational costs in an effort to increase and expand these programs statewide. In State Fiscal Years 2017 and 2018, the Department pushed the funds directly to the courts in one lump payment per Court. The Department allocated these funds to ADAMH/CMH Boards beginning with SFY2019. On July 26, 2023 Judge Synenberg's Court was awarded \$55,000 from OhioMHAS. However, those funds were supposed to go to the new Drug Court/Hope Docket with Judge McGinty. OhioMHAS is now awarding \$45,000 additional funds to Judge Synenberg's newly added docket for the Human Trafficking Court.

The primary legislative intent of these funds is to assist courts with their payroll costs for specialized docket staff. Historically, over 95% of reported expenditures were for payroll costs. However, feedback received from these courts was a desire to have more flexibility for the use of these funds. Therefore, allowable expenses now include behavioral health treatment services, Medication Assisted Treatment (MAT) medications, urinalysis, and recovery supports. For expenditures other than payroll costs, these funds may only be used for individuals who are under the jurisdiction of the Court, and who have been admitted to the specialized docket. The only exception to this is diagnostic assessments to determine program eligibility. Clinical services, including MAT, must be provided by agencies certified by OhioMHAS. Board staff is recommending that the Board Directors amend Resolution No. 23-09-07 Specialized Docket Support funds to increase funding from OhioMHAS by \$45,000 for the Human Trafficking Specialized Docket for the term of July 1, 2023 through June 30, 2024. A Court Representative was present to respond to questions from the Board Directors.

Motion to recommend approval of Contract Amendment (as listed above) to the full Board. MOTION: R. Fowler / SECOND: P. James-Stewart / AYES: G. Boehm, J. Dixon, R. Fowler, P. James-Stewart, K. Kern-Pilch / NAYS: None / ABSTAIN: None / **Motion passed.**

15. IDENTIFY CONSENT AGENDA

Ms. Addison recommended including the October 2023 and November 2023 Finance Reports, Care Response Pilot Program and Communications and Community Engagement Consultant, CCADC One-Year Funding and Contract Extensions, Contracts, and Contract Amendment into the Consent Agenda to be recommended for approval to the full Board.

16. BEHAVIORAL HEALTH CRISIS CENTER UPDATE

Mr. Osiecki presented an update on the Behavioral Health Crisis Center, sharing that in December, representatives from the Board, The MetroHealth System, and Cuyahoga County conducted a tour of the Old Brooklyn Medical Center on Pearl Road near the Cleveland Metroparks Zoo. This location, originally planned for a smaller facility, has been designated as The MetroHealth System's site for the center, and it is larger than initially envisioned. Moreover, a meeting is scheduled with The MetroHealth System in early February to conduct an overlay of the Behavioral Health Crisis Center Program on the available space at this location. Subsequently, a request for bids for the capital development portion will be initiated. Mr. Osiecki assured Board Directors that the Board is progressing with the Behavioral Health Crisis Center, collaborating with The MetroHealth System and Cuyahoga County, and pledged to provide ongoing updates to everyone involved. Mr. Osiecki responded to questions from the Board Directors.

Ms. Addison expressed commendation to all parties involved for their dedicated efforts in this undertaking.

17. DATA TEAM UPDATE

Ms. Rosser reported that in mid-2023, the ADAMHS Board Quality Improvement (QI), Evaluation and Research staff transitioned into the Strategy and Performance Unit. The updates shared were from the last six months; and a retirement combined with an unfilled position meant that the team was understaffed. The first goal was improving processes, which means that everyone knows what to do, when, and how to find the information they need to do it. The team:

- Used the transition as an opportunity to collect Standard Operating Procedures for the team
- Created documentation for the Board's providers on how to submit data
- Centralized some repositories of data
- Re-aligned some tasks and responsibilities
- Updated contract language related to metrics and data

The Board's upcoming objective is to enhance data analysis capabilities, enabling staff to effectively utilize available information for informed decision-making. Mr. Nick Weaver, Evaluation and Research Officer, developed a new way of sharing provider pre- and

post- assessment data, to chart those by cohort rather than timeframe to better demonstrate client progress. He also updated the Early Childhood Mental Health (ECMH) report to describe the clients more accurately being served each quarter and their outcomes. Then, improved planning, which means Board staff are prepared and proactive in meeting community needs. The Community Needs Assessment that the Board conducts every three to five years is currently underway. To prepare for the Community Needs Survey and to provide comprehensive insights for the Board's overall efforts, Board staff conducted the Workforce Survey, Client Satisfaction Survey, and Racial and Health Equity Analysis. Additionally, they initiated the Culture of Quality (COQ) Certification Process, with plans to advance further in its implementation throughout the year.

Board staff is actively collaborating with the state's chosen vendor, Clear Impact, to leverage the state's new data measurement platform for 2024. Furthermore, there is an ongoing effort to enhance the monitoring of outcomes submissions from providers, aiming for comprehensive and accurate information. The initial step involves improving communication with Quality Improvement (QI) staff at provider agencies. To facilitate this, Board staff has conducted meetings with 25 providers to discuss their contract requirements for 2023 and 2024, providing necessary technical assistance and updates to others. Additionally, the Monitoring and Evaluation Workgroup has been re-established as a platform for provider QI staff to engage with the Board, and a meeting is scheduled later this month.

For several providers, Board staff aligned their required metrics tools with those used in similar programs, ensuring that the Board will have more comparable data sets in the future. Recognizing some duplication in reporting, efforts were made to alleviate this burden where possible. The Board incorporated our state-level Community Assessment and Plan (CAP) requirements into relevant provider contracts. Additionally, Board staff successfully retrieved missing outcomes assessments from providers, particularly those related to Ohio Scales, Brief Addiction Monitor, and other tools specified in their contracts. These recoveries were primarily attributed to a need for technical assistance. A new tool, the Mental Health Statistics Improvement Program (MHSIP) Client Satisfaction Survey, has been integrated into future reporting requirements for specific programs, and selected providers will receive assistance in implementing it in 2024. This tool is recommended by the State research team and serves as a measure to support diversity, equity, and inclusion efforts. Ms. Rosser responded to questions from the Board Directors.

Dr. Fowler extended commendations to the Board staff for their dedicated efforts in these initiatives, and the Board Directors expressed agreement and appreciation for the accomplishments.

18. NEW BUSINESS

Dr. Fowler introduced Ms. Michelle Curry, MPA, who has been appointed by the Cuyahoga County Council to serve on the ADAMHS Board. Ms. Curry is scheduled to take her Oath of Office during the General Meeting on Wednesday, January 24, 2024.

Dr. Fowler also highlighted that the Board Directors have lapel pins that bear the Board's distinctive logo.

19. FOLLOW-UP

No follow-up was received.

20. PUBLIC COMMENT PERIOD

No public comment was received.

21. UPCOMING JANUARY AND FEBRUARY BOARD MEETINGS:

- General Meeting: January 24, 2024 at Stella Maris, Inc. (Coffee Shop), 1302 Winslow Avenue, Cleveland, Ohio 44113
- Faith-based Outreach Community Meeting: February 7, 2024
- Finance & Oversight Committee Meeting: February 21, 2024
- General Meeting: February 28, 2024

There being no further business, the meeting adjourned at 5:48 p.m.

Submitted by: Linda Lamp, Executive Assistant

Approved by: *Bishara W. Addison, Finance & Oversight Committee Chair*