



GENERAL MEETING
WEDNESDAY, MARCH 27, 2024 ♦ 4:00 P.M.
2012 West 25th Street ▪ United Bank Building (Sixth Floor) ▪ Ohio Room

Mission Statement: 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.

AGENDA

1. **CALL TO ORDER** – J. Robert Fowler, Ph.D., Board Chair
2. **AUDIENCE INPUT ON AGENDA ITEMS** – J. Robert Fowler, Ph.D.
3. **RECOGNITION OF CLIENT ARTWORK DISPLAY: MARCH 2024** – Joicelyn Weems, External Affairs Officer
 - **Shaun G.**
4. **APPROVAL OF MINUTES: FEBRUARY 28, 2024** – J. Robert Fowler, Ph.D.
5. **CHAIR'S REPORT** – J. Robert Fowler, Ph.D.
 - Resignation: Rebekah L. Dorman, Ph.D.
 - Acknowledgement of Service to the Community: Jessica Horne, Former Executive Director, Cleveland Urban Minority Alcoholism and Drug Abuse Outreach Program (UMADAOP)
 - 2024 Board of Directors Self Evaluation
6. **PRESENTATION:**
 - **CLIENT RIGHTS REPORT** – Bill Hebble, Client Rights Officer II / Christina Bohuslawsky-Brown, Client Rights Officer II
7. **ADAMHS BOARD BYLAWS REVISIONS (2nd Reading & Official Vote)** – Woo Jun, Chief Operating Officer
8. **NOMINATING COMMITTEE REPORT** – Reginald C. Blue, Ph.D., Committee Vice Chair
9. **FINANCE & OVERSIGHT COMMITTEE REPORT** – Bishara W. Addison, Committee Chair
- **RESOLUTION NO. 24-03-01**
THE METROHEALTH SYSTEM PSYCHIATRIC EMERGENCY DEPARTMENT CONTRACT

CONSENT AGENDA - (Resolution Nos. 24-03-02 through 24-03-03)

- **RESOLUTION NO. 24-03-02**
ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER ON EXPENDITURES AND VOUCHERS PROCESSED FOR PAYMENT DURING JANUARY 2024
- **RESOLUTION NO. 24-03-03 – APPROVAL AND RATIFICATION OF CONTRACT:**
 1. Ohio Department of Mental Health and Addiction Services (OhioMHAS): Behavioral Health Drug Reimbursement Program – \$96,161
 - Cuyahoga County Sheriff's Department - \$75,034
 - Oriana House Community Based Correctional Facility (CBCF) - \$21,127

End of Consent Agenda

10. EXECUTIVE SESSION – J. Robert Fowler, Ph.D.

- **PURPOSE:**
 - **Discuss Personnel Matter**

11. CHIEF EXECUTIVE OFFICER'S REPORT – Scott S. Osiecki, Chief Executive Officer

- Passage of Issue 26
- Cuyahoga County Conference on Social Welfare
- Community Engagement Care Response Pilot Meetings
- Ohio Association of County Behavioral Health Authorities (OACBHA) Executive Council Meeting / Advocacy with Elected Leaders Panel
- Stella Maris' 2nd Public Officials Reception

12. NEW BUSINESS

13. FOLLOW-UP

14. AUDIENCE INPUT

15. UPCOMING APRIL AND MAY BOARD MEETINGS:

- Faith-based Outreach Committee Meeting: April 3, 2024
- Nominating Committee Meeting: April 10, 2024
- Finance & Oversight Committee Meeting: April 10, 2024
- General Meeting: April 17, 2024 at Northern Ohio Recovery Association (NORA), 1400 E 55th Street, Cleveland, Ohio 44103
- Community Relations & Advocacy Committee Meeting: May 1, 2024
- Nominating Committee Meeting: May 15, 2024
- Finance & Oversight Committee Meeting: May 15, 2024
- General Meeting: May 22, 2024

BOARD OF DIRECTORS

J. Robert Fowler, Ph.D., Chair

Patricia James-Stewart, M.Ed., LSW, Vice Chair ▫ **Katie Kern-Pilch, MA, ATR-BC, LPC-S, Second Vice Chair**
Bishara W. Addison ▫ Ashwani Bhardwaj ▫ Reginald C. Blue, Ph.D. ▫ Gregory X. Boehm, M.D. ▫ Erskine Cade, MBA
Michelle R. Curry, MPA ▫ James T. Dixon ▫ Sadigoh C. Galloway, MSW, LSW, LICDC-CS
Rev. Benjamin F. Gohlstin, Sr. ▫ Steve Killpack, MS ▫ Harvey A. Snider, Esq.

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

GENERAL MEETING MINUTES
FEBRUARY 28, 2024

ADAMHS BOARD OF DIRECTORS PRESENT:

J. Robert Fowler, Ph.D.
Bishara W. Addison
Ashwani Bhardwaj
Reginald C. Blue, Ph.D.
Gregory X. Boehm, M.D.
Erskine Cade, MBA
James T. Dixon

Sadigoh C. Galloway, MSW, LSW, LICDC-CS
Rev. Benjamin F. Gohlstin, Sr.
Patricia James-Stewart, M.Ed., LSW
Katie Kern-Pilch, MA, ATR-BC, LPC-S
Steve Killpack, MS
Harvey A. Snider, Esq.

ABSENT: Michelle R. Curry, MPA, Rebekah L. Dorman, Ph.D.

BOARD STAFF PRESENT: Scott Osiecki, Chief Executive Officer, Sarah Adkins, Carole Ballard, Danielle Clark, Vince Crowe, Erin DiVincenzo, Felicia Harrison, Woo Jun, Linda Lamp, Clare Rosser, Jessica Saker, Allison Schaefer, Starlette Sizemore, Maggie Tolbert, Nick Weaver, Joicelyn Weems, Beth Zietlow-DeJesus

1. CALL TO ORDER

Board Chair, J. Robert Fowler, Ph.D., called the General Meeting to order at 4:02 p.m.

Dr. Fowler stated that during the Audience Input segment of the agenda, the Board's policy is to grant each speaker a maximum of 2 minutes, while the collective time allotted to individuals representing one organization is capped at fifteen minutes.

2. AUDIENCE INPUT ON AGENDA ITEMS

No audience input on agenda items was received.

[Ms. Bishara W. Addison arrived.]

3. OATH OF OFFICE

Ms. Kelli Perk, Assistant Prosecuting Attorney in the Civil Division of the Office of Cuyahoga County Prosecutor Michael C. O'Malley, officiated the Oath of Office for Mr. Erskine Cade, MBA, who was reappointed by the Cuyahoga County Council.

Mr. Cade conveyed his gratitude to Cuyahoga County, the Board, Dr. Fowler, and Mr. Scott Osiecki, Chief Executive Officer, for their confidence in reappointing him to the Board. He expressed eagerness to collaborate with all involved in fulfilling the Board's duties and responsibilities throughout his term.

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

4. RECOGNITION OF CLIENT ARTWORK DISPLAY: FEBRUARY 2024

The ADAMHS Board's monthly client art display program showcases client artwork, highlights our provider agencies, recognizes the benefits of art therapy and celebrates the recovery community. The monthly client art display program can be seen in-person and virtually on the Board's website.

Ms. Joicelyn Weems, External Affairs Officer, highlighted the contributions of Lashonda W. and Haver R., who unfortunately could not attend. The Board will be presenting them with a Certificate of Participation and a gift card in recognition of their exceptional artwork.

Ms. Katie Kern-Pilch praised the two artists and expressed gratitude for their willingness to share their artwork.

5. APPROVAL OF MINUTES

The minutes from the January 24, 2024 General Meeting were approved as submitted.

6. CHAIR'S REPORT

Dr. Fowler conveyed that due to the lack of new business, he would forgo his report.

[Mr. Ashwani Bhardwaj and Gregory X. Boehm, M.D., arrived.]

7. TREASURER (Official Vote)

Dr. Fowler noted extensive discussions held across multiple Board meetings and invited Board Directors to share their perspectives on the Treasurer position. Numerous Directors expressed reservations regarding the Treasurer's role. Mr. Harvey Snider emphasized the need for a thorough examination of the Treasurer's duties and boundaries. Following careful consideration, Mr. Snider remarked that the Board does not meet the prerequisites for fulfilling the Treasurer's responsibilities, noting that a majority of Directors are primarily focused on mental health and/or addiction services. While nonprofits typically have Treasurers, the Board, being a public entity, does not. It operates as established by the legislature without a designated Treasurer. Other Directors agreed, with Rev. Benjamin F. Gohlstin, Sr., adding that the creation of a Treasurer position implies a lack of trust in the Chief Financial Officer and the Finance Department. He mentioned that the Board has an excellent finance team, and that he would not want anything to offend or undermine their efforts. Mr. Steve Killpack remarked that both the Finance Department and the Chief Executive Officer are effectively overseeing the Board's finances. He noted that based on his understanding of the Treasurer's role and its requirements, the Board is currently not providing such oversight. Several members of the Board concurred with the aforementioned statements.

Mr. James Dixon mentioned that it's customary for nonprofit Boards to include Treasurer positions. He conducted a brief survey among larger Boards across the state and discovered that most of them have Treasurers, including Franklin, Lucas, and Mahoning. Additionally, he observed that in Hamilton and Summit, all Boards have a Secretary except the Cuyahoga County Board, and no other Boards have a Second Vice Chair. Mr. Dixon highlighted that there's some flexibility in how Board Directors establish Officer positions. He noted that the description of the Treasurer's role is quite specific and limited to serving as a liaison and providing oversight. He encouraged his fellow Board Directors to lend their support to this perspective. Mr. Osiecki mentioned that Lake County also holds a Treasurer position.

Dr. Fowler expressed his perspective in that he doesn't perceive any notable differences in responsibilities between this position and those of the current Chair of the Finance & Oversight Committee. He underscored that the creation of this position doesn't diminish the commendable efforts of the Chief Finance Officer and the Finance Department. The primary rationale behind requesting this role is for enhanced oversight and occasional meetings with Cuyahoga County.

Motion to approve the creation of a Treasurer position on the Board. MOTION: J. Dixon / SECOND: B. Addison / AYES: B. Addison, A. Bhardwaj, G. Boehm, J. Dixon / NAYS: R. Blue, E. Cade, S. Galloway, B. Gohlstin, P. James-Stewart, K. Kern-Pilch, S. Killpack, H. Snider / ABSTAIN: None / **Motion failed.**

8. ADAMHS BOARD BYLAWS REVISIONS (1ST OF 2 READINGS)

Mr. Woo Jun, Chief Operating Officer, noted that the revisions to the ADAMHS Board Bylaws were finalized during the January Board cycle. However, due to an oversight, Board Directors will need a 21-day written notice to incorporate the requested revisions. Consequently, a final reading is slated for the March General Meeting for an official vote. He mentioned that there will be minor grammatical adjustments, changes to the composition of the Board of Directors, and the consolidation of the Planning & Oversight Committee and the Finance & Operations Committee into the Finance & Oversight Committee. Additionally, two community representatives will be added to the Community Relations & Advocacy Committee. The draft document will have all references to the Treasurer's position removed.

Mr. Jun emphasized that effective October 3, 2023, the County will appoint two-thirds of the members of the ADAMHS Board and will acquire appointments through attrition of State appointments, if applicable.

9. FAITH-BASED OUTREACH COMMITTEE REPORT

Rev. Gohlstin, Faith-based Outreach Committee Chair, reported on the Faith-based Outreach Committee meeting held on Wednesday, February 7, 2024, 4:00 p.m. Board Directors heard the following agenda items as listed below.

- **Faith-Based Community Distribution Project**

Rev. Gohlstin expressed that the Board, in collaboration with the faith-based community, is assembling 150 resource bags to aid faith leaders and 150 resource bags to aid their congregations in assisting individuals facing behavioral health crises. These bags will contain various items, such as a clergy handbook and a mental health guide tailored for faith leaders, as well as supplies for harm reduction to mitigate overdoses. Additionally, they will include information on the 988 crisis hotline and resources to support children and youth experiencing crises. He stated that the distribution will encompass all religious denominations or operate on a nonsectarian basis.

Rev. Gohlstin mentioned that as of now, United Pastors in Mission, The Baptist Pastors Council, The Baptist Ministers Conference, and Greater Cleveland Congregations plan to place the resource bags in easily noticeable areas for their congregants to access as required. However, the information provided in the resource bags for faith leaders will be tailored to their specific needs.

▪ **Faith-based Outreach Program 2023 1-3 Quarter Report / Current Status Highlights**

Ms. Starlette Sizemore, Director of Special Projects, reported that the grand total of individuals served for all seven faith-based providers year to date was 857; and the expected annual total was 785. Discussion was had regarding the objectives concerning the number of people served, and Rev. Gohlstin praised the excellent work of faith-based providers, noting a significant increase in community needs. Ms. Sizemore also reported on a variety of current highlights from each the seven faith-based providers.

▪ **Program Provider Presentations**

Naaleh Cleveland High Risk Mentorship Program

Mr. Daniel Solganik, who serves as the Director of Behavioral Health Services at Naaleh Cleveland, provided insights into the Teen At Risk Mentorship (T.A.R.M.) Program. Extensive data shows that mentorship is one of the most impactful interventions for teenagers struggling with mental and emotional health. Program goals include the following:

- Network – with community schools to identify kids in greatest need of help.
- Build Skills – ensure GED or high school graduation.
- Mentorship – provide quality mentorship.
- Mental Health – connect teens with professional and rehabilitation centers.

The mentees of Naaleh's teen mentorship program have individualized goals related to improving their mental, emotional and physical health. During the fall and winter, Naaleh provides the opportunity to achieve their educational and personalized goals. An impressive number of boys have completed their GEDs this year. Goals chosen by mentees include: Education, Physical Health, Mental Health, Social Skills, Jobs and Religious Growth; and 80% reached their overall goal for the year.

Trinity Outreach Ministries – Another Chance of Ohio

Dr. Deborah Watson-Daniels, Program Operations Director/Manager at Trinity Outreach Ministries, conveyed that the organization cultivates a culture of family, hope, restoration, and worship by fostering Godly living, exchanging ideals, and fostering goodwill among members. She noted that their faith-based program, supported by the ADAMHS Board for over a decade, has become integral to the community.

Dr. Watson-Daniels shared that The FAITH Program Inner City Youth and Families Cultural Arts Performance Program is an after school and weekend prevention program that provides a holistic culturally sensitive faith-based approach to early intervention serving 150 youth and families. Through various theater and fashion activities, they were able to achieve the following outcomes:

- Increased self-esteem.
- Increased interest in learning more.
- Youth involved in back stage activities include makeup, costume and wardrobe.
- Over 200 impacted.

The Cultural Arts and Youth Club has virtual and in person activities to facilitate spiritual and character development and positive peer group interactions. Outcomes included:

- Over 40 sessions in 2023.
- Youth reported having fun and feeling closer to God and to each other.

- Youth and families adopted the Sobriety Pledge.
- Youth learned and practiced weekly the craft of sound, lights and television productions.

By incorporating supplementary endeavors such as music and voice lessons, as well as Spiritual Development for Families and Youth, Dr. Watson-Daniels effectively illustrated the outcomes of each program and expressed satisfaction with the response to the services and the positive impact they have had on families and the community.

▪ **Prevention Rules For Faith-based Providers**

Mr. Jun reported on the Prevention Rules for Faith-based Providers – Ohio Administrative Code (OAC) 5122-29. He shared that the general rule is that a provider that seeks government funding for prevention services, the provider must be certified. However, a faith-based provider is exempt from this rule but have to partner with a certified prevention provider and verified by writing to provide prevention services. Board staff reviewed the faith-based providers and identified two providers who would be affected by this rule, Trinity Outreach Ministries and INAMIAM. Both providers are in compliance with this new prevention rule as they have partnered with certified prevention providers and submitted the necessary documentation to the Board.

▪ **New Business**

Rev. Gohlstin shared that Impacted Families USA will be hosting their first national convention at the Cleveland Public Auditorium from June 21 through June 23, 2024. Impacted Families is a coalition of impacted family members who have lost a loved one during an interaction with law enforcement; and together they are working toward advancing meaningful legislative change.

Rev. Gohlstin brought attention to DJ Lily Jade, a 9-year-old, who has been hosting a radio show on 95.9 FM WOJU Radio for the last six years, airing every Saturday morning from 11:00 a.m. to 12:00 p.m. Additionally, he mentioned that DJ Lily Jade has authored a book titled "FROM THE BOOTH." This instance illustrates the significant contributions made by our youth, suggesting potential collaborations to amplify their voices further. Rev. Gohlstin stressed the importance of inviting her to the Board's Annual Meeting in May.

10. FINANCE & OVERSIGHT COMMITTEE REPORT

Ms. Bishara Addison, Finance & Oversight Committee Chair, reported on the Finance & Oversight Committee meeting held on Wednesday, February 21, 2024, and highlighted the Support of the Ohio Department of Mental Health and Addiction Services (OhioMHAS), American Rescue Plan Act (ARPA) Part 2, Crisis Capital Plan Assistance Application for Behavioral Health Crisis Center (ARP-0006E), the MetroHealth System Contract and Contract Amendment, Expenditures and Vouchers processed for payment during December 2023, Contracts and Contract Amendments as listed below.

• **RESOLUTION NO. 24-02-01**

SUPPORT OF OHIO DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES (OHIO MHAS), AMERICAN RESCUE PLAN ACT (ARPA) PART 2, CRISIS CAPITAL PLAN ASSISTANCE APPLICATION FOR BEHAVIORAL HEALTH CRISIS CENTER (ARP-0006E)

Ms Addison conveyed that on January 6, 2023, Governor Mike DeWine signed into law House Bill 45, which appropriated \$90 million in ARPA funds for OhioMHAS to support Ohio's Crisis Infrastructure. These funds will be used to help strengthen Ohio's statewide mental health and addiction services system, specifically pertaining to crisis services. For part 2 of the ARPA funding for \$45 million, OhioMHAS issued a Request for Proposal (RFP) in May of 2023 for Ohio's Crisis Continuum for infrastructure improvements, suitable for one-time capital funding for Behavioral Health Crisis Centers. OhioMHAS 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 OhioMHAS. OhioMHAS Assurance Statement also requires the ADAMHS Board of Cuyahoga County to 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 operation of the facility. OhioMHAS requests a board resolution from the ADAMHS Board of Cuyahoga County to reaffirm and provide support for the Behavioral Health Crisis Center Capital Project. The ADAMHS Board of Cuyahoga County/The MetroHealth System Behavioral Health Crisis Center (ARP-0006E) incorporates the renovation of the Outpatient Plaza Building at MetroHealth Main Campus. The project will include a Crisis Intake/Receiving Center, Psychiatric Emergency Services/Department (PES/PED) and 16-bed Crisis Stabilization Unit (CSU). The total project cost is \$10,500,000 with a \$6,836,629 request from OhioMHAS. Board staff is recommending the Board Directors approval of the ADAMHS Board of Cuyahoga County's

support of OhioMHAS, ARPA Part 2, Crisis Capital Assistance Application for the Behavioral Health Crisis Center in the amount of \$6,836,629 for the term of State Fiscal Years (SFY) 2024/2025.

Motion to approve Resolution No. 24-02-01. MOTION: P. James-Stewart / SECOND: R. Blue / AYES: B. Addison, A. Bhardwaj, R. Blue, G. Boehm, E. Cade, J. Dixon, S. Galloway, B. Gohlstin, P. James-Stewart, K. Kern-Pilch, S. Killpack, H. Snider / NAYS: None / ABSTAIN: None / **Motion passed.**

• **RESOLUTION NO. 24-02-02**

APPROVAL OF THE METROHEALTH SYSTEM CONTRACT AND CONTRACT AMENDMENT:

1. Behavioral Health Crisis Center Capital and Startup Funding
 - The MetroHealth System - \$9,336,629

Ms. Addison reiterated that on January 6, 2023, Governor Mike DeWine signed into law House Bill 45, which appropriated \$90 million in ARPA funds for OhioMHAS to support Ohio's Crisis Infrastructure. These funds will be used to help strengthen Ohio's statewide mental health and addiction services system, specifically pertaining to crisis services. For part 2 of the ARPA funding for \$45 million, OhioMHAS issued a Request for Proposal (RFP) in May of 2023 for Ohio's Crisis Continuum for infrastructure improvements, suitable for one-time capital funding for Behavioral Health Crisis Centers.

The site of the Crisis Center will be moved from the St. Vincent Main Campus to the Outpatient Plaza building located at the MetroHealth Main Campus. With the move, the estimated capital and startup costs will be increased from \$6,836,629 to \$10,500,000.

- Construction/renovation – \$8,000,000
- Moveable equipment/furnishings – \$1,600,000
- Eligible fees - \$900,000

The ADAMHS Board will provide \$2,500,000 for startup costs, including the costs for moveable equipment/furnishing and eligible fees. Additional ARPA Part 2 funding will be applied for regarding the remaining \$1,163,371 in construction/renovation costs. OhioMHAS awarded funding in the amount of \$6,836,629 for one-time capital projects to support Ohio's Crisis Infrastructure for a Behavioral Health Crisis Center. The Crisis Center will be located at the Outpatient Plaza Building located at the MetroHealth Main Campus. There will be three components to the Crisis Center capital funding, a 24/7 Crisis Intake/Receiving Center, 24/7 PES/PED, and 24/7 16-bed CSU will be on the first floor of the Outpatient Plaza Building.

- Crisis Intake/Receiving Center: Crisis Intake/Receiving Center is located immediately to the left of the entrance of the Outpatient Plaza with approximately 3,500 square feet. This area will be renovated to house the crisis intake, receiving, triage, and urgent care services that will have a living room-like atmosphere.
- PES/PED: PES/PED is located immediately to the right of the entrance of the Outpatient Plaza with approximately 6,100 square feet and will be renovated to accommodate ten locked beds for assessment, crisis stabilization, 23-hour observation, medication management, and linkages to hospitalization or further services.
- CSU: CSU is located down the hall from the entrance of the Outpatient Plaza with approximately 13,000 square feet and will be renovated to accommodate 16 beds for additional stabilization in a residential setting.

Board staff is recommending that the Board Directors approve a contract with The MetroHealth System for \$9,336,629 for the term of October 1, 2023 through September 30, 2026. Ms. Kern-Pilch inquired about the location of the Behavioral Health Crisis Center on The MetroHealth System's main campus. Mr. Osiecki responded that the Behavioral Health Crisis Center is planned to be situated in the Rehabilitation Pavilion on the MetroHealth System's main campus.

2. Amendment to Resolution No. 23-10-03, Naloxone Emergency Cabinets Administration
 - The MetroHealth System - \$67,725

Ms. Addison reported that The MetroHealth System is the ADAMHS Board's administrator of the Naloxone Emergency Cabinets Administration Program and the Naloxone Cabinets and Vending Machine Program. The MetroHealth System will be responsible for ongoing planning for locations, administration, and maintenance for cabinets at various locations

and a Naloxone vending machine located at 2500 MetroHealth Drive, Cleveland, Ohio 44109. The provider will track the use and expiration dates of the Naloxone in each cabinet and vending machine and replace supplies when necessary. The provider will market the vending machines and cabinets to generate public and client awareness and provide Naloxone to the community. The MetroHealth System will also facilitate Project DAWN training for any newly identified service entities. The funding requested is \$49,725 prorated plus \$18,000 to maintain current staff.

Program administration funding will pay for the tracking, filling, marketing, and reporting use of cabinets and vending machines, making lifesaving harm reduction resources available to Cuyahoga County residents. Board staff is recommending that the Board Directors amend Resolution No. 23-10-03 and enter into a contract addendum with The MetroHealth System in the amount of \$67,725 through December 31, 2024.

Because of an invalid vote, the Chair requested a motion to approve Resolution No. 24-02-02.

Motion to approve Resolution No. 24-02-02. MOTION: R. Blue / SECOND: P. James-Stewart / AYES: B. Addison, A. Bhardwaj, R. Blue, G. Boehm, E. Cade, S. Galloway, B. Gohlstin, P. James-Stewart, K. Kern-Pilch, S. Killpack, H. Snider / NAYS: None / ABSTAIN: J. Dixon / **Motion passed.**

CONSENT AGENDA: Resolution Nos. 24-02-03 through 24-02-05

- **RESOLUTION NO. 24-02-03
ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER ON EXPENDITURES AND VOUCHERS
PROCESSED FOR PAYMENT DURING DECEMBER 2023**

Ms. Addison reported that the Administrative Budget that was approved for Calendar Year (CY) 2023 was \$8,080,414 and for December Actual Year to Date (YTD) 2023, the total administrative expenses were \$7,306,330.19; that is roughly 90% of the total Administrative Budget. Ms. Addison emphasized that in comparison to the December 2023 Board Voucher Report, there were few notable expenses, primarily attributed to Cuyahoga County's early closure in that month.

The Funding Source Budget to Actual YTD, December 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 December 2023, the Board has received \$75,891,360.93. Ms. Addison reported that through the end of December 2023, 102% of the budget has been received. This surplus arises from a modification in the anticipated revenue received throughout 2023 due to a program change.

The Revenues By Source By Month report reflect that in December 2023, the Board received revenues of \$23,129,586.63; and includes the second half of the Board's levy subsidy of \$21,731,830, which brings the total revenue to \$75,891,360.93.

The ADAMHS Board Budget vs. Actual Expenses 2023 YTD reflect that December YTD Actuals is \$79,693,715.96, that is roughly 86% of the Board's anticipated expenditures for the calendar year. Ms. Addison 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 December 2023 is \$3,097,321.06; bringing the total expenditures through the end of December 2023 to \$79,693,715.96.

The Revenues and Expenditures Grants YTD, December 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 \$4,983,231.29; and total expenditures for grants YTD is \$4,955,172.72. The variance observed is a result of timing discrepancies. Expenses incurred in December and posted in the same month are not requested for reimbursement until a later period.

The Diversion Center Revenues and Expenditures YTD January through December 2023 reflects that the total revenue is \$4,673,604.57; and the total administrative expenses is \$4,682,290.64.

The Cash Flow Report December 2023 shows the 2021 Actual, 2022 Actual and YTD thru December 2023. This report shows a comparison of the available beginning balance, total available resources, expenditures and available ending balance. The available ending balance through December 2023 is \$39,373,347.55.

- **RESOLUTION NO. 24-02-04 – APPROVAL AND RATIFICATION OF CONTRACTS**

1. Regional Mobile Crisis Response (RMCR) Program
 - The City of Shaker Heights - \$523,131 (\$256,437 Year 1; \$266,694 Year 2)

Ms. Addison reported that the City of Shaker Heights identified the need for alternative police response and began the Mental Health Response Program (MHRP) Pilot in January of 2022 within Shaker Heights city limits. They were able to serve 645 individuals in crisis in the first year of the pilot program, decreasing incarceration and hospitalization and providing needed linkage and follow up. The City of Shaker Heights received a Department of Justice (DOJ) grant to assist with regional expansion of the program, however, still have staffing funding gaps. Shaker Heights has and will continue to partner with The MetroHealth System/Recovery Resources for contract staffing and expertise.

The City of Shaker Heights is seeking funding to expand its MHRP to include neighboring communities, including University Heights, Cleveland Heights, South Euclid, Richmond Heights and the regional joint dispatch center, Chagrin Valley Dispatch (CVD). The new expanded program will be called the RMCR Program. The RMCR Program will consist of three teams compromised of a licensed mental health professional and peer support specialist to respond to eligible crisis calls (received from CVD) and assess the person in crisis, determine appropriate next steps, and work with first responders on any safety concerns. The teams will also complete post-crisis follow-up to address barriers to care, linkage to services, and address any other needs. This funding would support the hiring of three additional staff including an independently licensed mental health professional, a peer support specialist and a program coordinator. This funding will also partially support the administrative supervisor. This model seeks to mitigate harm for people living with serious mental illness and substance use disorders, while reserving law enforcement interaction for limited circumstances when personal and public safety is at risk.

Board staff is recommending that the Board Directors approve entering into a two-year contract with the City of Shaker Heights totaling \$523,131 for staffing of the RMCR Program as follows:

- March 1, 2024 – February 28, 2025: \$256,437
- March 1, 2025 – February 28, 2026: \$266,694

2. Cleveland Division of Police Co-Responder Program – \$4,465,232.65
 - FrontLine Service - \$2,392,149
 - Murtis Taylor Human Services System (MTHSS) - \$2,073,083.65

The Cleveland Police Co-Responder Teams respond to crisis calls received via Cleveland Division of Police Dispatch for mental health related crisis in the community. A Crisis Specialist is paired with a Specialized Crisis Intervention Team (CIT) Officer in order to respond to the calls. The Crisis Specialist, in collaboration with the Specialized CIT Officer, engage and respond to the individual's needs, provide assessment and triage to the least restrictive options in the community. The Co-Responder Team provides follow-up on crisis calls from other officers within their assigned police district as well as engage high utilizers of service in order to decrease the need for public safety assistance. FrontLine Service is assigned to Districts 1, 2 & 3 and MTHSS is assigned to Districts 4 & 5.

The City of Cleveland is continuing and expanding its Co-Responder Teams with the Cleveland Division Police (CDP). Through subcontracts with FrontLine Service and MTHSS, the ADAMHS Board will expand the current Co-Responder Team from five to ten teams, covering two shifts. Key tasks to be accomplished in expanding this project will include: retention of highly qualified existing staff/recruitment of new staff; expanding the current Co-Responder workgroup to include other partners; ongoing training/CIT training; enhancement of current operational policies and procedures in collaboration with CDP; and continued data collection, analysis, and reporting. The three-year agreement may be renewed by the City of Cleveland for two one-year options.

The Co-Responder Program will reduce the use of emergency rooms and jails and link individuals to services, increase collaboration and problem solving, and reduce the number of calls for service to public safety. Board staff is recommending that the Board Directors accept funding from the City of Cleveland for the Co-Responder Program in the amount of \$4,465,232.65 for the term of March 1, 2024 through February 28, 2027 and contract with FrontLine Service in the amount of \$2,392,149 and MTHSS in the amount of \$2,073,083.65 for the same term.

• **RESOLUTION NO. 24-02-05 – APPROVAL OF CONTRACT AMENDMENTS:**

1. Amendment to Resolution No. 23-11-07, Psychiatric Emergency Services
 - St. Vincent Charity Community Health Center - Not to exceed \$1,632,471

The ADAMHS Board only contracted with St. Vincent for the PES for the first quarter of 2024 as The MetroHealth System was to take over the operations of the PES by April 2024. Due to unforeseen circumstances, that plan has been delayed. The Amendment to Resolution No. 23-11-07, PES request includes amending the contract with St. Vincent Charity Community Health Center (St. Vincent) for PES to extend through July 31, 2024 and adding \$1,632,471. In order to keep staffing, the ADAMHS Board is allocating \$150,000 for retention bonuses. Services provided at St. Vincent's PES include crisis stabilization, as well as 23-hour observation, assessment and discharge planning. In this setting, patients have access to a psychiatrist or licensed practitioner around the clock, as well as nurses, mental health technicians, and security officers to ensure the safety of all. The ten-bed facility offers an environment that is conducive to harm reduction, including non-movable furniture and metal detectors. The PES offers 24/7 access, which is critical for the patient population being served. St. Vincent also partners with other providers, such as FrontLine Service to deliver appropriate levels of treatment. Through these partnerships, the team reduces unnecessary admissions to Northcoast Behavioral Healthcare (NBH).

Board staff is recommending that the Board Directors amend Resolution No. 23-11-07 and enter into a contract addendum with St. Vincent Charity Community Health Center in the amount not to exceed \$1,632,471 from April 1, 2024 through July 31, 2024.

2. Amendment to Resolution No. 23-11-01, CY2024 Agreements with Class 2 Residential Facilities (Adult Care Facilities/ACF)
 - Adult Care Parma III - No Additional Funding

The ADAMHS Board utilizes its Residential Assistance Program (RAP) funds to provide up to \$1,600 per month per client to the operators of Class 2 Residential Facilities. The Board also provides \$200 per RAP client (not receiving SSI/SSDI) for personal living expenses. RAP is intended to provide financial rental assistance to indigent/low-income adult clients (18 and over) receiving Therapeutic Behavioral Services (TBS) and/or Community Psychiatric Supportive Treatment (CPST) services from a contract agency of the ADAMHS Board so that the client can live in a Class 2 Residential Facility in the community. RAP is targeted for indigent/low-income adult clients that are discharge ready from an institutional environment such as a hospital, nursing home, jail, Class 1 Residential Facility (RCF), Cuyahoga County Diversion Center or CSU. Once the RAP recipient starts receiving SSI/SSDI, they are required to apply for the OhioMHAS Residential State Supplement (RSS) program, which requires the client to have Social Security and Medicaid. Once approved, the client transitions from the RAP program, and onto the OhioMHAS funded RSS program.

The ADAMHS Board has developed a list of 61 Class 2 Residential Facilities for CY2024 (Adult Care Facilities/Group Homes) to provide safe, decent and affordable housing for individuals living with mental illness. The ADAMHS Board Directors approved \$2,500,000 for RAP for CY2024. Current Class 2 Residential Facility Operator (Adult Care Parma II), Mr. Ruben Robinette, recently obtained a license on Thursday, February 1, 2024, from OhioMHAS to operate a new facility, Adult Care Parma III. Due to Adult Care Parma II's positive history with clients, Adult Care Parma III's location in an underserved area and ability to serve specialized populations, Board staff is recommending that the Board Directors approve entering into an agreement with Adult Care Parma III to serve RAP clients for the term of March 1, 2024 through December 31, 2024.

Motion to approve the Consent Agenda (Resolution Nos. 24-02-03 through 24-02-05). MOTION: S. Galloway / SECOND: B. Gohlstin / AYES: B. Addison, A. Bhardwaj, R. Blue, G. Boehm, E. Cade, J. Dixon, S. Galloway, B. Gohlstin, P. James-Stewart, K. Kern-Pilch, S. Killpack, H. Snider / NAYS: None / ABSTAIN: None / **Motion passed.**

11. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Osiecki shared information regarding the following items of discussion:

- **Northeast Ohio Collaborative/OhioMHAS Meeting:**
 - Mr. Osiecki joined the Chief Executive Officers or their representatives from the Northeast Ohio (NEO) Collaborative Boards: Lake, Lorain, Geauga, and Summit at Northcoast Behavioral Healthcare (NBH) on Thursday, February 8, 2024, to meet with the new OhioMHAS Director, LeAnne Cornyn, and members of her team.
 - The meeting was a listening session where everyone in attendance had a chance to present their top priorities, local opportunities, and community accomplishments. There were a list of questions provided to guide the conversation.
 - Mr. Osiecki emphasized his discussion on workforce obstacles, addressing the challenges of defining and monitoring success in managing mental illness and substance use over a lifetime. As a leader in the system, he underscored the evolving nature of mental illness and substance use disorders, highlighting the necessity of staying informed about new research and information to adapt strategies accordingly.
 - Mr. Osiecki additionally noted positive developments within our system, both statewide and locally in Cuyahoga County, such as:
 - Increased awareness of mental health and addiction issues leading to greater service utilization.
 - Governor's backing of mental health and addiction concerns.
 - OhioMHAS is making strides in data collection and dissemination, along with the development of the Community Assessment and Plan (CAP) and reinforcing the crisis system.
 - OhioMHAS demonstrates receptiveness to collaborating with and considering input from the Boards.
 - Mr. Osiecki expressed pride in Cuyahoga County for the following:
 - The presence of a well-established and comprehensive crisis continuum, a resource not available in many other counties. With American Rescue Plan Act (ARPA) capital funding, additional resources like a crisis center and step-down/step-up center are being added, enhancing existing services.
 - A supportive community environment.
 - Leadership in marketing and information dissemination within the community, often leading to emulation by other boards who tailor these efforts to their own communities.
 - The establishment of the first Diversion Center in the state, and collaborative efforts with OhioMHAS to achieve certification for it.
 - The Board is working with the City of Cleveland to establish care response pilot program.
 - Mr. Osiecki engaged in discussions concerning our primary concerns, which include:
 - Insufficiently staffed providers.
 - Mental health, addiction, and violence issues affecting children.
 - Children being left at the Department of Children and Family Services (DCFS) building.
 - Political factors.
 - Shortage of State hospital beds.
 - The necessity for a children's mental health hospital.
 - We also asked for OhioMHAS to develop a specific line item for Board funding and more discretionary funding for Boards.
- **Ohio Association of County Behavioral Health Authorities (OACBHA): January 29 – January 31, 2024:**
 - Mr. Osiecki participated in the OACBHA Executive Council Meeting, OACBHA General Membership Meeting and Ms. Harrison and Mr. Jun joined Mr. Osiecki in a training from the Ohio Auditor of State on the Behavioral Health Handbook.
 - OhioMHAS Director Cornyn and members of her team were introduced to the OACBHA Executive Council, and all in attendance had the opportunity to talk about a variety of issues.
 - The training on the Ohio Auditor of State on the Behavioral Health Handbook focused on updates, general guidance and audits, as well as the Sunshine Laws.

- **City Council Care Response Pilot Meetings:**
 - Mr. Osiecki reported that Mr. Jun spoke with Councilwoman Santana's and Councilman Bishop's office and briefed them on the Care Response pilot Program.

- **Community Engagement Care Response Pilot Meetings:**
 - Ms. Maggie Tolbert, Assistant Chief Clinical Officer, Mr. Jun, Ms. Beth Zietlow-DeJesus, External Affairs Consultant, and Mr. Osiecki have been participating in Care Response Community Engagement Meetings along with R Strategy Group.
 - The purpose of the sessions is to:
 - Brief community members about the upcoming Care Response pilot program and obtain a better understanding of the landscape in the communities where the pilot is being implemented.
 - Identify specific local needs, program opportunities and potential challenges, and ensure community questions are answered to the best of our ability.
 - Gather input and insight from impacted people's lived experiences and stakeholders to inform the implementation of the Care Response pilot program in this community.
 - Provide the community feedback on how their input will be used to influence implementation decisions.
 - Three meetings have been held thus far and 80 people have participated:
 - Thursday, February 15, 2024, at Miles Elementary and Councilman Bishop attended.
 - Thursday, February 22, 2024, via Zoom
 - Tuesday, February 27, 2024, at Fulton Library
 - Three more meetings scheduled:
 - Thursday, March 7, 2024, via zoom
 - Tuesday, March 26, 2024, at Stella Walsh Recreation
 - Thursday, March 28, 2024, at Michael Zone Recreation
 - Individuals have asked questions about:
 - How will the community continue to engage with the process beyond this first series of meetings and types of calls the team would respond to?

- **Cuyahoga County Diversion Board Quarterly Meeting:**
 - Ms. Clare Rosser, Chief Strategy and Performance Officer, Ms. Tolbert, Mr. Nick Weaver, Evaluation and Research Officer, Mr. Jun and Mr. Osiecki participated in the Thursday, February 22, 2024, Diversion Board Meeting.
 - Ms. Rosser provided a 2023 year-end report:
 - 3,807 calls to FrontLine, with 700 from police.
 - 3,446 contacts have occurred to date. "Contacts" are instances when a potential client arrived at the Diversion Center. From those 3,446 contacts, the admissions process was completed 1,777 times.
 - 210 law enforcement officers completed the 40-hour CIT Training.
 - 498 officers were informed about the Diversion Center during Roll Calls
 - Mr. Osiecki answered questions about the development of the crisis center.

- **NAACP Meeting:**
 - On Friday, February 9, 2024, Ms. Rosser and Mr. Osiecki met with the new Director of the NAACP, Mr. Edwin Hubbard Jr., and introduced themselves and the Board's Diversity, Equity and Inclusion (DEI) plan and invited him to participate in the Board's meetings.
 - Mr. Hubbard, Jr. was very interested in continuing conversation with Board staff.

- **Region 3 One Ohio Advisory Board Meeting:**
 - Mr. Osiecki is a member of the Region 3 One Ohio Advisory Board and participated in a meeting on Wednesday, February 21, 2024.
 - Judge Matia, who is a member of the One Ohio Foundation, gave an update on the process for organizations to submit applications for funding.
 - Tax exempt 501C3, private and for profits, state and local governments are eligible to apply.
 - The focus is on new or expanded services and not to be used to supplant existing services. 10% administrative costs are allowable. Capital expenses are not allowed.

- Organizations are urged to visit the One Ohio website – oneohiofoundation.com - for complete information:
 - RFP will be posted on the Grant HQ webpage and Grant registration opens in the One Ohio Grant Portal on Monday, March 4, 2024.
 - Application window opens in the One Ohio Grant Portal on Tuesday, April 2, 2024:
 - Application submissions are due in the One Ohio Grant Portal by 11:59 p.m. EST on Friday, May 3, 2024.
 - Once the applications are submitted, One Ohio will send the applications to the local regional One Ohio Boards to review.
- The Region 3 Board adopted two funding priorities at the meeting:
 - Evidence based treatment/practices in sober housing.
 - Services to increase social determinants of health for individual & family support.
- **Issue 26:**
 - Mr. Osiecki, Mr. Chris Morgan, Resource Specialist, and his wife helped make Issue 26 yard signs on Saturday, February 10, 2024, at the Cleveland Food Bank.
 - The group made 3,000 yard signs in under 2 hours.
 - The Board serves as a distribution center for yard signs, allowing anyone interested to take some home.
 - Mr. Osiecki was a guest speaker at the Bay Village Democratic Club on Monday, February 26, 2024, where he discussed the ADAMHS Board and Issue 26.

12. NEW BUSINESS

No new business was received.

13. FOLLOW-UP

No follow-up was received.

14. AUDIENCE INPUT

Dr. Fowler reiterated that the Board's policy is to grant each speaker a maximum of 2 minutes, while the collective time allotted to individuals is capped at fifteen minutes.

Mr. John Jones identified himself as a FrontLine Service staff member with 16 years of experience and also as an Executive Board member of Service Employees International Union (SEIU) 1199, the union representing FrontLine Service. He expressed a longstanding commitment to supporting mental health board issues and assured continued support in the future. Mr. Jones made it clear that his presence was not to oppose the Care Response Program's funding, stressing its essential nature. However, he voiced apprehensions about the collective bargaining process between FrontLine Service and their union. Additionally, he underscored the importance of the ADAMHS Board considering the needs of the entire agency, not solely focusing on the Care Response aspect. Mr. Jones requested that any correspondence concerning this issue, which was previously sent to the Board, be distributed among the Board Directors.

Mr. Leonard DiCosimo, the Executive Secretary of the North Shore AFL-CIO Federation of Labor, emphasized his presence to endorse Mr. Jones' statements and express solidarity with all union workers.

15. UPCOMING MARCH AND APRIL BOARD MEETINGS:

- Nominating Committee Meeting: March 20, 2024
- Finance & Oversight Committee Meeting: March 20, 2024
- General Meeting: March 27, 2024
- Faith-based Outreach Committee Meeting: April 3, 2024
- Nominating Committee Meeting: April 10, 2024
- Finance & Oversight Committee Meeting: April 10, 2024
- General Meeting: April 17, 2024 at Northern Ohio Recovery Association (NORA), 1400 E 55th Street, Cleveland, Ohio 44103

Dr. Fowler emphasized that due to the lack of agenda items, the Community Relations & Advocacy Committee Meeting of Wednesday, March 6, 2024 has been canceled.

There being no further business, the meeting adjourned at 5:06 p.m.

Submitted by: Linda Lamp, Executive Assistant

Approved by:

J. Robert Fowler, Ph.D., Chairperson, ADAMHS Board of Cuyahoga County

DRAFT



PROCLAMATION

Honoring the Life of Jessica Horne

Presented: March 15, 2024

- Whereas,** Jessica Horne passed away on March 5, 2024, after dedicating nearly five decades of her life and career to enhance the lives of African American youth through prevention and education work; and
- Whereas,** Ms. Horne served as the first Executive Director at the Cleveland Urban Minority Alcoholism Drug Abuse Outreach Project (UMADAOP) for over forty years, where she played an instrumental role in designing programs that reduced stigma, increased resiliency, and raised awareness to marginalized and underserved communities; and
- Whereas,** the ADAMHS Board had the distinct honor of collaborating with Ms. Horne through pass-through funding from the Ohio Department of Mental Health and Addiction Services (OhioMHAS); and
- Whereas,** the ADAMHS Board of Directors express their deepest condolences on the loss of Ms. Horne, while also wanting to extend sincere recognition and honor her for distinguished career and life as a community leader and advocate who tirelessly worked to improve the quality of life in the African American community; and
- Whereas,** this proclamation is presented to the family of Ms. Horne to serve as a reminder that she will always be remembered as a community leader, advocate, and pioneer to both the ADAMHS Board of Cuyahoga County and the broader community.

Now, Therefore, be it Proclaimed:

1. The ADAMHS Board of Directors hereby offers condolences, along with its gratitude and appreciation for the life of Jessica Horne, for her longstanding service to Cleveland UMADAOP and the community.

BOARD OF DIRECTORS

J. Robert Fowler, Ph.D., Chairperson

Patricia James-Stewart, M.Ed., LSW, Vice Chair ▫ Katie Kern-Pilch, MA, ATR-BC, LPC-S, Second Vice Chair
Bishara W. Addison ▫ Ashwani Bhardwaj ▫ Reginald C. Blue, Ph.D. ▫ Gregory X. Boehm, M.D. ▫ Erskine Cade, MBA
Michelle R. Curry, MPA ▫ James T. Dixon ▫ Sadigoh C. Galloway, MSW, LSW, LICDC-CS
Rev. Benjamin F. Gohlstin, Sr. ▫ Steve Killpack, MS ▫ Harvey A. Snider, Esq.



CLIENT RIGHTS REPORT CALENDAR YEAR 2023

BILL HEBBLE, MSW – CLIENT RIGHTS OFFICER II
CHRISTINA BOHUSLAWSKY BROWN – CLIENT RIGHTS OFFICER II

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THIS REPORT CONTAINS TWO DIFFERENT SETS OF DATA:

- 1. CONTRACT AGENCY CLIENT RIGHTS DATA FROM CY2023**
 - ▶ This data is aggregated from community agencies which the ADAMHS Board has a core contract with – all contract agencies satisfied their reporting requirements.
 - ▶ Each contract agency is responsible for collecting and sharing this data with the ADAMHS Board.
 - ▶ The ADAMHS Board reviewed and consolidated each individual data set into one comprehensive report showcased in this document.
- 2. ADAMHS BOARD CLIENT RIGHTS DATA FROM CY2023**
 - ▶ This data is tracked and logged by both ADAMHS Board Client Rights Officers.
 - ▶ Data includes inquiries, complaints, and grievances received by clients, the ADAMHS Board about Mental Health Agencies, SUD Services, and Adult Care Facilities (ACF).
 - ▶ Data is categorized by call type, nature of call, and resolution.

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CONTRACT AGENCY CLIENT RIGHTS DATA

FOR CY 2023...

- **Most frequent SUD complaints/grievances:**
 - Residential/Inpatient SUD Services
 - Recovery/Supportive Housing
 - Peer Recovery Services
- **Most frequent MH Service complaints/grievances:**
 - Therapeutic Behavioral Services/Psychological Rehabilitation
 - Residential Treatment
 - Pharmacologic Management
- **Resolutions rendered beyond the 20-30 days allotted were due to:**
 - "Class action" grievance filing
 - Staff on medical/holiday leave
 - General staff schedules were very busy
- **Clients were dissatisfied with resolutions when:**
 - Clients' disagreements with programmatic rules
 - Clients wanted staff fired

CONTRACT AGENCY – COMPLAINT/GRIEVANCE STATISTICS						
	2022 Total Complaints & Grievances	2022 Timely Resolution Rate	2022 Overall Resolution Satisfaction Rate	2023 Total Complaints & Grievances	2023 Timely Resolution Rate	2023 Overall Resolution Satisfaction Rate
SUD Services & Programs	174	99%	95%	169	87%	79%
MH Programs	215	98%	87%	218	97%	90%

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CONTRACT AGENCY CLIENT RIGHTS DATA

- **Most frequently grieved Client Rights:**
 - The right to be treated with consideration and respect for personal dignity, autonomy, privacy.
 - The right to reasonable protection from physical, sexual, or emotional abuse and inhumane treatment.
 - The right to confidentiality of communications and personal identifying information within the limitations and requirements for disclosure of client information under state and federal laws and regulations.

SUBSTANTIATED VS. UNSUBSTANTIATED GRIEVANCES		
	SUBSTANTIATED GRIEVANCES	UNSUBSTANTIATED GRIEVANCES
SUD Services/Programs	28	56
Certified MH Services	11	54
Dual	8	16

ALLEGATIONS OF ABUSE AND NEGLECT	
TOTAL ALLEGATIONS	49
TOTAL SUBSTANTIATED	7

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CONTRACT AGENCY CLIENT RIGHTS DATA

- These numbers represent the demographic breakdown of grievances filed at our contract agencies.
- This information is tracked in an effort to uphold high standards of diversity, equity, and inclusion.

GRIEVANCES BY DEMOGRAPHIC DATA			
	SUD Services/Programs	Certified MH Services	Dual
Race:			
African American/Black	17	32	18
Caucasian/White	34	18	8
American Indian/Native Hawaiian/Other	1	5	0
Gender:			
Female	29	27	8
Male	25	26	18
Non-Binary	0	0	0
Ethnicity:			
Non-Hispanic/Non-Latino/Non-Latinx	32	43	26
Hispanic/Latino/Latinx	2	4	0

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ADAMHS BOARD CLIENT RIGHTS DATA

- As in years past, clients continue to make up the highest volume of contacts.
- Law enforcement, non-contract agencies, and other community entities continue to contact the ADAMHS Board regularly as the Client Rights Division has maintained a meaningfully and cooperative network with all continuums who may work with our clients which has increased continuity of care.
- CY2023 statistics relating to who contacted the ADAMHS Board remained comparable to CY2022 figures.

WHO CONTACTED THE BOARD IN 2023?	
CLIENTS	1,217
OTHER (L.E., NON-CONTRACT AGENCIES, CCBDD, NURSING HOMES, ETC.)	519
FAMILY/FRIENDS OF CLIENTS	516
CONTRACT AGENCIES & ACFs	438
HOSPITALS	61

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ADAMHS BOARD CLIENT RIGHTS DATA

- CY2022 and CY2023 were fairly comparable in terms of total Board contacts and total filed complaints/grievances.
 - CY2022 started to finally resemble pre-pandemic figures.
 - CY2023 figures definitively reflect pre-pandemic statistics.

CONTACT VOLUME AND FILED COMPLAINT/GRIEVANCE TOTALS		
	Total Contacts Made to Board	Total Complaints/Grievances Filed with Board
CY2022	2,873	828
CY2023	2,630	836

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ADAMHS BOARD CLIENT RIGHTS DATA

- ADAMHS Board CROs put a lot of time and effort into resolving clients' concerns at the complaint level which prevented a lot of formal grievances from being filed.
- While clients certainly have a right to file complaints & grievances against provider agencies with the ADAMHS Board, the ADAMHS Board CROs have always encouraged clients to first address their concerns directly with the **agency** CROs. We do this because, logistically, it simply makes sense, and we have found that clients are often amenable to addressing their concerns first with the agency, which is very efficient.

SUBSTANTIATED VS. UNSUBSTANTIATED GRIEVANCES FILED WITH BOARD		
	SUBSTANTIATED GRIEVANCES	UNSUBSTANTIATED GRIEVANCES
SUD Service/Program	2	15
Certified MH Service	4	17
Housing	9	3

- **Most frequently grieved Client Rights:**
 - The right to be treated with consideration & respect for personal dignity, autonomy, & privacy.
 - The right to participate in any appropriate & available service that is consistent with an individual service plan, regardless of the refusal of any other service.
 - The right to reasonable protection from physical, sexual, or emotional abuse & inhumane treatment.

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ADAMHS BOARD CLIENT RIGHTS DATA

- This data is included in the overall totals from the previous slides but has been extracted here to showcase Housing and Adult Care Facility (ACF) statistics.
- Many Housing/ACF complaints received in CY2023 were related to landlord/property management issues and concerns clients have within a group home setting.

HOUSING and ACF COMPLAINT TOTAL		
	<u>2022</u>	<u>2023</u>
TOTAL HOUSING-RELATED CALLS	714	625
TOTAL CALLS RESULTING IN COMPLAINT	292	246

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ADAMHS BOARD CLIENT RIGHTS DATA

- The ADAMHS Board Client Rights Officers began collecting data on client ethnicity at the start of CY2022.
- Data on client preferred pronouns started being collected at the start of the second quarter of CY2022.
- CY2023 represents the first full year of collecting these datapoints.
- When asked about ethnicity and preferred pronouns, clients are not obligated or required to provide a response and are simply tallied in the “Unknown/Other” category.

WHO WE SERVED IN CY2023	
	CLIENTS SERVED IN-PERSON, BY PHONE, & E-MAIL
Ethnicity:	
African American/Black	1,036
Caucasian/White	823
Hispanic/Latino	65
Asian	15
Unknown/Other	829
Preferred Pronouns:	
He/His	1,337
She/Her	944
They/Them	4
Other/Unknown	483

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ACCOMPLISHMENTS OF 2023...

- We maintained regular contact with our provider agency CROs by hosting:
 - **Monthly Virtual CRO Meetings:**
 - We covered a lot of information at these meetings throughout the year and invited presenters to provide materials about things relevant to our colleagues and the work they do:
 - Adult Protective Services
 - Major Unusual Incident Reporting
 - Legal Aid Society
 - Client Rights Annual Reporting
 - Client Rights and Ethics
 - **Quarterly Virtual CRO Orientations** (to train new provider agency CROs!):
 - January 2023, April 2023, July 2023, & October 2023
 - We spent a *lot* of time in the community with our clients:
 - Our **Monthly Client Lunch-n-Learn Series** was held in a new location each month so that clients could learn about the various resources and programs in Cuyahoga County:
 - B. Riley House
 - The Centers for Families and Children
 - EDEN Inc.
 - Magnolia Clubhouse
 - Future Directions
 - Stella Maris
 - **Summer and Winter Client Gatherings:**
 - Our Annual Client Summer Event was held at the ADAMHS Board. Clients enjoyed a pizza lunch and mini-wellness fair. Local resources and providers offered information about programs and services.
 - We took a road trip to Columbus for our Annual Client Holiday Event to attend Ohio's 2023 Recovery Celebration hosted by OACBHA. Clients enjoyed a party which included motivational speakers, food, prizes, and live entertainment!
 - We were very active in various advisory groups including the Cuyahoga County Advisory Committees for Persons with Disabilities and the Division of Senior and Adult Services

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2023 ADAMHS BOARD CLIENT RIGHTS DATA													
	January	February	March	April	May	June	July	August	September	October	November	December	YTD Totals
# of Calls	292	256	283	188	212	195	214	252	194	206	158	180	2630
# Of Visits	6	1	7	1	5	3	2	0	4	4	6	5	44
# of Emails	10	2	8	5	14	13	4	7	10	8	6	7	94
Total # of Contacts:	308	259	298	194	231	211	220	259	208	218	170	192	2768
Total # of Repeat Contacts:	36	29	39	20	28	21	28	31	19	24	16	19	319
Total # of InLits Received:	42	41	51	34	22	46	41	19	28	31	35	10	400
Complaints by Type:													
SUD Prevention:	0	0	0	0	0	0	0	0	0	0	0	0	0
SUD Treatment:	6	5	8	3	6	9	16	9	3	5	2	6	6
MH-Psyc:	10	12	6	11	6	7	6	9	9	7	6	6	6
MH-CPST Services:	4	11	5	5	3	1	2	4	7	2	7	3	3
Housing:	28	33	29	13	19	26	17	17	14	20	8	22	22
Crisis Intervention:	0	0	0	0	0	0	0	0	0	0	0	1	1
Other:	37	34	34	17	30	22	34	24	21	21	16	22	22
Total # of Complaints:	85	95	82	49	64	65	75	63	54	55	39	60	786
Grievances by Type:													
SUD Prevention:	0	0	0	0	0	0	0	0	0	0	0	0	0
SUD Treatment:	1	0	5	0	2	0	3	1	0	1	0	2	2
MH-Psyc:	4	2	1	0	0	1	0	2	2	1	1	0	0
MH-CPST Services:	0	1	0	0	0	0	1	0	1	0	0	0	0
Housing:	1	1	1	3	0	0	2	1	1	0	2	0	0
Crisis Intervention:	0	0	0	0	0	0	0	0	0	0	0	0	0
Other:	0	1	0	0	1	0	0	4	2	1	1	0	2
Total # of Grievances:	6	5	7	3	3	1	6	4	6	3	4	2	50
General Inquiries by Type:													
SUD Prevention:	0	0	0	0	0	0	0	0	0	0	0	0	0
SUD Treatment:	20	17	28	18	13	11	21	19	16	23	17	17	17
MH-Psyc:	29	21	20	17	21	27	17	15	22	20	25	19	19
MH-CPST Services:	5	4	7	6	1	4	1	4	4	3	0	2	2
Housing:	45	32	37	21	35	23	29	41	39	32	20	25	25
Crisis Intervention:	8	0	2	0	0	0	0	0	0	0	0	1	1
CBDD:	0	5	0	0	0	0	0	0	0	0	0	0	0
DIP:	0	0	0	0	0	0	0	1	0	0	0	0	0
Other:	111	84	120	82	96	79	76	115	72	84	67	62	62
Total # of Inquiries:	218	163	214	144	166	144	144	195	153	162	129	126	1958
Additional Statistics:													
Client Ethnicities:													
African American	128	103	98	57	73	82	94	90	78	90	75	68	68
Caucasian	84	81	95	59	64	57	61	80	71	75	42	54	54
Hispanic/Latino	3	3	22	6	10	8	0	5	2	2	1	3	3
Asian	0	2	0	1	4	2	1	4	0	0	0	1	1
Unknown and N/A	93	70	83	71	80	62	64	80	57	51	52	66	66
Client Pronouns:													
He/Him	151	146	163	97	110	102	106	116	84	96	68	98	98
She/Her	94	73	83	57	72	72	84	102	93	93	68	53	53
They/Them	2	0	0	0	1	0	0	0	0	0	1	0	0
Unknown and N/A	61	40	52	40	49	36	30	41	31	29	33	41	41

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GOALS FOR THIS YEAR...

- Continue broadening client's awareness and understanding of various community resources.
- Increase client advocacy opportunities by reestablishing and helping clients uphold the Action Committee Advocating Change (ACAC).
- Continue working with our agency CROs to provide ongoing education about best practice as it relates to client rights investigations, issuing findings reports, and ensuring overall client satisfaction.

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**IF YOU HAVE ANY QUESTIONS OR
NEED ADDITIONAL INFORMATION,
PLEASE DON'T HESITATE TO CONTACT**

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BYLAWS REVISIONS

2nd Reading & Official Vote – March 27, 2024

- **ADAMHS BOARD BYLAWS**



BYLAWS

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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)~~ **twelve (12)** appointed by the Cuyahoga County Executive and ~~eight (8)~~

six (6) appointed by the state appointing authority.¹ 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

¹ Effective October 3, 2023, County appoints two-thirds of the members of the ADAMHS Board and will gain appointments through attrition of State appointments, if applicable.

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~~ at will. 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. No business of the ADAMHS Board shall be conducted without a quorum.

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 all** 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 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 buildings, 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 the 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 Oversight 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~~ Community Relations and Advocacy 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 for 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 a decision that cannot be delayed;
- Public relations matters 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 Oversight Committee.** The Finance and Operations Oversight 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 Oversight 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.

The Finance and Oversight Committee shall recommend strategic plans and direction and recommend programming priorities to the Chief Executive Officer. 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.

- e. ~~**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 services for the citizens of Cuyahoga County as a permanent civic priority. It shall also strive to enhance the public's perception of people with addictions and mental illness, to increase community support and future funding opportunities, and to 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.

The Community Relations and Advocacy 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 Community Relations and Advocacy Committee; however, they do not have a right to vote at any General Board meetings.

- 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 the 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. The 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~~ **ADAMHS Board Human Resources Department** 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.

DRAFT

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

RESOLUTION NO. 24-03-01

THE METROHEALTH SYSTEM PSYCHIATRIC EMERGENCY DEPARTMENT CONTRACT

WHEREAS, funding has been made available to the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County (ADAMHS Board) for the following program:

1. Psychiatric Emergency Department (PED) for the time period July 1, 2024 to December 31, 2024 in the amount of \$2,813,909.75 (\$2,425,929.18 PED Operations; \$387,980.57 Onboarding Costs) for the following contract:
 - a. The MetroHealth System; and,

WHEREAS, the Finance and Oversight Committee has reviewed the ADAMHS Board staff's recommendations and recommends that the Board of Directors accept the funding and authorize the ADAMHS Board to pay any required local match and enter into any necessary contractual agreements.

NOW, THEREFORE, BE IT RESOLVED:

- A. The ADAMHS Board of Directors accepts the funds and authorizes payment of any required local match for the following:
 1. Psychiatric Emergency Department (PED) for the time period July 1, 2024 to December 31, 2024 in the amount of \$2,813,909.75 (\$2,425,929.18 PED Operations; \$387,980.57 Onboarding Costs) for the following contract:
 - a. The MetroHealth System.
- B. The ADAMHS Board Chief Executive Officer is authorized to execute any necessary contractual agreements.

On the motion of _____, seconded by _____, the foregoing resolution was adopted.

AYES:

NAYS:

ABSTAIN:

DATE ADOPTED:



Agenda Process Sheet
Date: March 27, 2024

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

Topic: Psychiatric Emergency Department (PED)

Contractual Parties: The MetroHealth System

Term: July 1, 2024 – December 31, 2024

Funding Source(s): ADAMHS Board

Amount: \$2,813,909.75 – Total
 \$2,425,929.18 – PED
 \$ 387,980.57 – Onboarding Costs of PED Staff

- New Program Continuing Program Expanding Program Other _____

Service Description:

- Services provided at the MetroHealth Psychiatric Emergency Department (PED) will include crisis stabilization, 23-hour observation, assessment, and discharge planning.
- The PED will offer 24/7 access, which is critical for the patient population being served.
- In this setting, patients will have access to a psychiatrist or licensed practitioner around the clock, as well as nurses, patient care nurse assistants, and behavioral health patient safety associates to ensure the safety of all.
- The PED will offer an environment that is conducive to harm reduction, including non-moveable furniture and metal detectors.
- MetroHealth will partner with other providers, such as FrontLine Service, to deliver appropriate levels of treatment. Through these partnerships, the team reduces unnecessary admission to inpatient units such as Northcoast Behavioral Healthcare (NBH).
- Funding includes costs for 4.5 weeks of onboarding for staff of the PED.

Background Information:

- For decades MetroHealth has provided a vital response to individuals experiencing mental health crises via services at 2500 MetroHealth Drive and satellite sites.
- In October of 2022, MetroHealth opened a 112-bed behavioral health hospital in Cleveland Heights to assist in addressing the inpatient behavioral health bed shortage. To address the needs of those experiencing behavioral health crisis, MetroHealth will open a PED at the location of their behavioral health hospital in Cleveland Heights.

- The PED has historically been offered by St. Vincent. In November of 2022, St. Vincent closed inpatient services at their hospital and as a result the PED became Psychiatric Emergency Services (PES), which is currently operated by St. Vincent.
- The PES at St. Vincent’s main campus is no longer viable due to issues with the building and the PES/PED will be moved to MetroHealth’s Cleveland Heights campus to be operated by MetroHealth effective July 1, 2024.

Number of individuals to be served:

- An estimated 3,000 clients will be served.

Funding Use:

- Services provided at the PED will include crisis stabilization, 23-hour observation, assessments and interventions.

Client & System Impact:

- Clients in behavioral health crisis will receive necessary services and be connected to the appropriate level of care.

Program/Service Goals:

<p>Metrics <i>(How will goals be measured)</i></p>	<ul style="list-style-type: none"> • Number of clients served • Referral source • Presenting problem • Number of patients held on 23-hour observation • Number of hospital screenings for inpatient admission • Number of admissions to inpatient hospital/location • Mobile Crisis Team (MCT) referrals for second opinions • Discharge disposition • Linkage to follow up care • Diagnoses
<p>Evaluation/ Outcome Data <i>(Actual results from program)</i></p>	<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 enter into an agreement with The MetroHealth System for the term of July 1, 2024 – December 31, 2024 in the amount of \$2,813,909.75, in which \$2,425,929.17 is to operate the Psychiatric Emergency Department (PED) and \$387,980.57 is for onboarding costs for PED staff.
- Approved by the Finance & Oversight Committee on March 20, 2024.



CONSENT AGENDA

Resolution Nos. 24-03-02 through No. 24-03-03

- **RESOLUTION NO. 24-03-02**
ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER ON EXPENDITURES AND VOUCHERS PROCESSED FOR PAYMENT DURING JANUARY 2024
- **RESOLUTION NO. 24-03-03**
APPROVAL AND RATIFICATION OF CONTRACT
(As listed on the General Meeting Agenda)

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

RESOLUTION NO. 24-03-02

**ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER
ON EXPENDITURES AND VOUCHERS PROCESSED FOR
PAYMENT DURING JANUARY 2024**

WHEREAS, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County (ADAMHS Board) in Resolution No. 23-11-06 appropriated funds for ADAMHS Board operations on a calendar year cycle; and,

WHEREAS, the ADAMHS Board has authorized the Chief Executive Officer to disburse funds for the purpose specified in the appropriation; and,

WHEREAS, the Chief Executive Officer certified that the vouchers on the attached list which were submitted to the County Fiscal Office for payment during January 2024 are in conformance with the Board appropriations for CY2024.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The report of the Chief Executive Officer be accepted and recorded in the minutes.
2. The Chief Executive Officer acted within the authority of the Board Appropriation Resolution in processing the subject vouchers.

On the motion of _____, seconded by _____, the foregoing resolution was adopted.

AYES:

NAYS:

ABSTAIN:

DATE ADOPTED:

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County
Administrative Budget YTD
January 2024 YTD

	2024 Budget	Janaury Actual YTD	Remaining Balance	% of Budget
ADMINISTRATIVE EXPENSES				
SALARIES				
SALARIES - REGULAR	\$ 1,920,353.00	\$ 146,211.22	\$ 1,774,141.78	8%
SALARIES - PART-TIME	\$ 20,000.00	\$ -	\$ 20,000.00	0%
SALARIES - UNION	\$ 2,247,410.00	\$ 177,048.21	\$ 2,070,361.79	8%
Total SALARIES	\$ 4,187,763.00	\$ 323,259.43	\$ 3,864,503.57	8%
FRINGE BENEFITS				
MEDICARE	\$ 60,723.00	\$ 4,528.22	\$ 56,194.78	7%
RETIRE-OPERS - REGULAR	\$ 607,226.00	\$ 39,632.26	\$ 567,593.74	7%
HOSPITALIZATION	\$ 882,000.00	\$ 65,145.76	\$ 816,854.24	7%
LIFE INSURANCE	\$ -	\$ 22.36	\$ (22.36)	
HEALTH BENEFIT ALLOWANCE	\$ -	\$ 86.00	\$ (86.00)	
SPECIAL FRINGE	\$ -	\$ 500.00	\$ (500.00)	
Total FRINGE BENEFITS	\$ 1,549,949.00	\$ 109,914.60	\$ 1,440,034.40	7%
COMMODITIES				
OFFICE SUPPLIES	\$ 17,500.00	\$ 130.59	\$ 17,369.41	1%
COPIER SUPPLIES	\$ 20,000.00	\$ 163.66	\$ 19,836.34	1%
FOOD SUPPLIES	\$ 12,500.00	\$ 301.06	\$ 12,198.94	2%
HOUSEKEEPING SUPPLIES	\$ 5,000.00	\$ -	\$ 5,000.00	0%
COMPUTER SUPPLIES	\$ 20,000.00	\$ -	\$ 20,000.00	0%
ELECTRICITY	\$ 72,500.00	\$ 9,538.45	\$ 62,961.55	13%
Total COMMODITIES	\$ 147,500.00	\$ 10,133.76	\$ 137,366.24	7%
CONTRACTS & PROFESSIONAL				
LS/RENT - BUILDING	\$ 495,000.00	\$ 70,052.84	\$ 424,947.16	14%
TUITION REIMBURSEMENT	\$ 7,000.00	\$ -	\$ 7,000.00	0%
CONSULTANT SERVICES	\$ 350,000.00	\$ 28,990.40	\$ 321,009.60	8%
ASGN COUN - PSYCHOLOGICAL	\$ 130,000.00	\$ 20,000.00	\$ 110,000.00	15%
RSK MGMT - LIABILITY	\$ 120,000.00	\$ -	\$ 120,000.00	0%
CONTRACTUAL SERVICES	\$ 419,000.00	\$ 23,778.96	\$ 395,221.04	6%
MAINTENANCE/REPAIR SERVICES	\$ 39,700.00	\$ 396.46	\$ 39,303.54	1%
Total CONTRACTS & PROFESSIONAL	\$ 1,560,700.00	\$ 143,218.66	\$ 1,417,481.34	9%
EQUIPMENT EXPENSE				
NON-CAP EQ - IT SOFTWARE	\$ 125,000.00	\$ 9,914.42	\$ 115,085.58	8%
LEASE/RENTAL FEES	\$ 15,000.00	\$ 1,354.47	\$ 13,645.53	9%
LS/RENT - EQUIPMENT	\$ 20,000.00	\$ 2,346.60	\$ 17,653.40	12%
EQUIPMENT PURCHASE	\$ 35,000.00	\$ 4,833.88	\$ 30,166.12	14%
EQUIP PURCH - IT	\$ 45,000.00	\$ 7,347.15	\$ 37,652.85	16%
Total EQUIPMENT EXPENSE	\$ 240,000.00	\$ 25,796.52	\$ 214,203.48	11%
OTHER OPERATING				
TRAINING/CONFERENCES	\$ 12,500.00	\$ -	\$ 12,500.00	0%
MEMBERSHIPS/LICENSES	\$ 45,000.00	\$ 436.00	\$ 44,564.00	1%
MILEAGE/PARKING	\$ 30,000.00	\$ 396.40	\$ 29,603.60	1%
PUBLICATIONS/SUBSCRIPTIONS	\$ 6,000.00	\$ -	\$ 6,000.00	0%
ADVERTISING	\$ 20,000.00	\$ -	\$ 20,000.00	0%
DEPARTMENTAL PARKING	\$ 3,000.00	\$ -	\$ 3,000.00	0%
NON-COUNTY PRINTING	\$ 14,000.00	\$ -	\$ 14,000.00	0%
POSTAGE/MAIL SERVICES	\$ 5,000.00	\$ -	\$ 5,000.00	0%
INDIRECT COSTS	\$ 345,000.00	\$ -	\$ 345,000.00	0%
PARKING CHARGEBACK	\$ 5,000.00	\$ 1,260.00	\$ 3,740.00	25%
TELEPHONE	\$ 36,000.00	\$ 2,805.92	\$ 33,194.08	8%
TELE - MOBILITY	\$ 14,000.00	\$ 3,106.55	\$ 10,893.45	22%
DATA COMMUNICATIONS	\$ 10,000.00	\$ 1,693.98	\$ 8,306.02	17%
FISCAL USE ONLY MISC EXPENSE	\$ 157,000.00	\$ 10,240.16	\$ 146,759.84	7%
Total OTHER OPERATING	\$ 702,500.00	\$ 19,939.01	\$ 682,560.99	3%
Total ADMINISTRATIVE EXPENSES	\$ 8,388,412.00	\$ 632,261.98	\$ 7,756,150.02	8%

BOARD VOUCHER REPORT
1/1/2024 THROUGH 1/31/2024

<u>Description</u>	<u>Vendor Name</u>	<u>Amount</u>
OFFICE SUPPLIES	W B MASON CO INC	\$ 11.54
OFFICE SUPPLIES	W B MASON CO INC	\$ 11.75
OFFICE SUPPLIES	W B MASON CO INC	\$ 14.20
OFFICE SUPPLIES	W B MASON CO INC	\$ 18.96
OFFICE SUPPLIES	W B MASON CO INC	\$ 74.14
COPIER SUPPLIES	DEX IMAGING LLC	\$ 163.66
FOOD/BEVERAGE SUPPLIES	CARMEN GANDARILLA	\$ 61.26
FOOD/BEVERAGE SUPPLIES	QUENCH USA INC	\$ 119.90
FOOD/BEVERAGE SUPPLIES	QUENCH USA INC	\$ 119.90
ELECTRICITY	UNITED TWENTY FIFTH BLDG	\$ 4,774.46
ELECTRICITY	UNITED TWENTY FIFTH BLDG	\$ 4,763.99
Commodities		\$ 10,133.76

LS/RENT - BUILDING	UNITED TWENTY FIFTH BLDG	\$ 35,017.16
LS/RENT - BUILDING	UNITED TWENTY FIFTH BLDG	\$ 35,035.68
CONSULTANT SERVICES	LESLIE M KOBLENTZ	\$ 2,623.95
CONSULTANT SERVICES	LESLIE M KOBLENTZ	\$ 3,087.00
CONSULTANT SERVICES	LESLIE M KOBLENTZ	\$ 3,087.00
CONSULTANT SERVICES	LESLIE M KOBLENTZ	\$ 3,087.00
CONSULTANT SERVICES	BETH A ZIETLOW-DEJESUS	\$ 1,700.00
CONSULTANT SERVICES	HAYNES KESSLER MYERS	\$ 200.00
CONSULTANT SERVICES	SELECTION MANAGEMENT	\$ 56.40
CONSULTANT SERVICES	LESLIE M KOBLENTZ	\$ 2,778.30
CONSULTANT SERVICES	BETH A ZIETLOW-DEJESUS	\$ 1,700.00
CONSULTANT SERVICES	CLEAR IMPACT LLC	\$ 137.50
CONSULTANT SERVICES	BETH A ZIETLOW-DEJESUS	\$ 1,700.00
CONSULTANT SERVICES	SELECTION MANAGEMENT	\$ 31.00
CONSULTANT SERVICES	BETH A ZIETLOW-DEJESUS	\$ 1,700.00
CONSULTANT SERVICES	LESLIE M KOBLENTZ	\$ 3,087.00
CONSULTANT SERVICES	BETH A ZIETLOW-DEJESUS	\$ 1,700.00
CONSULTANT SERVICES	LESLIE M KOBLENTZ	\$ 2,315.25
ASGN COUN - PSYCHOLOGICAL	SCOTT JOSEPH FRIEDMAN	\$ 800.00
ASGN COUN - PSYCHOLOGICAL	PAUL M FRIEDMAN	\$ 3,200.00

BOARD VOUCHER REPORT
1/1/2024 THROUGH 1/31/2024

<u>Description</u>	<u>Vendor Name</u>	<u>Amount</u>
ASGN COUN - PSYCHOLOGICAL	TED S FRIEDMAN	\$ 2,000.00
ASGN COUN - PSYCHOLOGICAL	PAUL M FRIEDMAN	\$ 3,200.00
ASGN COUN - PSYCHOLOGICAL	TED S FRIEDMAN	\$ 2,200.00
ASGN COUN - PSYCHOLOGICAL	RONALD C BALBIER	\$ 1,200.00
ASGN COUN - PSYCHOLOGICAL	MARK A DEFRANCO LAW OFFICES	\$ 600.00
ASGN COUN - PSYCHOLOGICAL	SCOTT JOSEPH FRIEDMAN	\$ 1,600.00
ASGN COUN - PSYCHOLOGICAL	RONALD C BALBIER	\$ 1,800.00
ASGN COUN - PSYCHOLOGICAL	MARK A DEFRANCO LAW OFFICES	\$ 1,600.00
ASGN COUN - PSYCHOLOGICAL	MARK A DEFRANCO LAW OFFICES	\$ 800.00
ASGN COUN - PSYCHOLOGICAL	MARK A DEFRANCO LAW OFFICES	\$ 600.00
ASGN COUN - PSYCHOLOGICAL	MARK A DEFRANCO LAW OFFICES	\$ 400.00
CONTRACTUAL SERVICES	ROYCE - US PROTECTION	\$ 2,808.25
CONTRACTUAL SERVICES	IRON MOUNTAIN INFORMATION	\$ 1,114.34
CONTRACTUAL SERVICES	IRON MOUNTAIN INFORMATION	\$ 275.88
CONTRACTUAL SERVICES	MOOD MEDIA	\$ 71.79
CONTRACTUAL SERVICES	OCCUPATIONAL HEALTH CARE	\$ 149.00
CONTRACTUAL SERVICES	ROYCE - US PROTECTION	\$ 2,684.88
CONTRACTUAL SERVICES	ROYCE - US PROTECTION	\$ 2,696.63
CONTRACTUAL SERVICES	OCCUPATIONAL HEALTH CARE	\$ 149.00
CONTRACTUAL SERVICES	ROYCE - US PROTECTION	\$ 2,696.63
CONTRACTUAL SERVICES	IMPACT SOLUTIONS EAP	\$ 300.00
CONTRACTUAL SERVICES	ROYCE - US PROTECTION	\$ 1,771.33
CONTRACTUAL SERVICES	ROYCE - US PROTECTION	\$ 1,633.25
CONTRACTUAL SERVICES	IRON MOUNTAIN INFORMATION	\$ 4,967.23
CONTRACTUAL SERVICES	ROYCE - US PROTECTION	\$ 2,388.96
CONTRACTUAL SERVICES	MOOD MEDIA	\$ 71.79
MAINTENANCE/REPAIR SERVICES	UNIFIRST CORPORATION	\$ 198.23
MAINTENANCE/REPAIR SERVICES	UNIFIRST CORPORATION	\$ 198.23
Contracts & Professional Services		\$143,218.66
NON-CAP EQ - IT SOFTWARE	CDW GOVERNMENT INC	\$ 614.33
NON-CAP EQ - IT SOFTWARE	CUSTOM COMPUTER SPECIALISTS	\$ 4,631.01
NON-CAP EQ - IT SOFTWARE	CUSTOM COMPUTER SPECIALISTS	\$ 4,669.08

BOARD VOUCHER REPORT
1/1/2024 THROUGH 1/31/2024

<u>Description</u>	<u>Vendor Name</u>	<u>Amount</u>
LEASE/RENTAL FEES	PITNEY BOWES GLOBAL FINANCIAL	\$ 1,354.47
LS/RENT - EQUIPMENT	DE LAGE LADEN FINANCIAL	\$ 1,173.30
LS/RENT - EQUIPMENT	DE LAGE LADEN FINANCIAL	\$ 1,173.30
EQUIPMENT PURCHASE	MARJET COMMUNICATIONS	\$ 1,320.00
EQUIPMENT PURCHASE	DEX IMAGING LLC	\$ 1,059.83
EQUIPMENT PURCHASE	DEX IMAGING LLC	\$ 2,110.05
EQUIPMENT PURCHASE	CTR SYSTEMS EMPLOYEE	\$ 172.00
EQUIPMENT PURCHASE	CTR SYSTEMS EMPLOYEE	\$ 172.00
EQUIP PURCH - IT	CDW GOVERNMENT INC	\$ 5,643.00
EQUIP PURCH - IT	CDW GOVERNMENT INC	\$ 1,704.15
Equipment Purchase		\$ 25,796.52
MEMBERSHIPS/LICENSES	REGINA R SPICER	\$ 262.00
MEMBERSHIPS/LICENSES	BETH A PFOHL	\$ 174.00
MILEAGE/PARKING	REGINA R SPICER	\$ 100.22
MILEAGE/PARKING	REGINA R SPICER	\$ 135.05
MILEAGE/PARKING	CARMEN GANDARILLA	\$ 108.47
MILEAGE/PARKING	IAN JAMESON	\$ 13.10
MILEAGE/PARKING	STARLETTE SIZEMORE	\$ 10.22
MILEAGE/PARKING	ESTHER L HAZLETT	\$ 29.34
PARKING CHARGEBACK	HPG KEY CARDS 2024	\$ 1,260.00
TELEPHONE	DAVISSA TELEPHONE SYSTEM	\$ 2,805.92
TELE - MOBILITY	VERIZON WIRELESS SERVICE	\$ 2,070.39
TELE - MOBILITY	VERIZON WIRELESS SERVICE	\$ 1,036.16
WIRELESS/INTERNET SERVICES	OHIO STATE UNIVERSITY	\$ 500.00
WIRELESS/INTERNET SERVICES	CHARTER COMMUNICATION	\$ 107.98
WIRELESS/INTERNET SERVICES	AGILE NETWORK BUILDER	\$ 586.00
WIRELESS/INTERNET SERVICES	OHIO STATE UNIVERSITY	\$ 500.00
FISCAL USE ONLY MISC EXPENSE	FIFTH THIRD BANK NEO	\$ 10,240.16
Other Operating		\$ 19,939.01
January Voucher Total		\$ 199,087.95

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County
Funding Source Budget to Actual YTD
January 2024 YTD

	2024 Budget		January YTD		% of
			Actuals	Remaining Balance	Budget
ADAMHS ADMINISTRATION	\$	-	\$ 403,610.50	\$ (403,610.50)	
AOD Continuum of Care	\$	586,004.00	\$ 146,501.00	\$ 439,503.00	25%
AOD Per Capita Prevention	\$	119,995.00	\$ -	\$ 119,995.00	0%
AOD Recovery Housing	\$	50,900.00	\$ -	\$ 50,900.00	0%
ATP	\$	600,000.00	\$ 150,000.00	\$ 450,000.00	25%
Casino Gambling Prevention	\$	207,607.00	\$ -	\$ 207,607.00	0%
Casino Gambling Treatment	\$	207,608.00	\$ 103,803.75	\$ 103,804.25	50%
Community Investments	\$	1,753,965.00	\$ 368,300.25	\$ 1,385,664.75	21%
Community Investments - ADAMHS Boards	\$	50,000.00	\$ -	\$ 50,000.00	0%
Community Investments -Continuum of Care	\$	34,765.00	\$ -	\$ 34,765.00	0%
Community Transition Program	\$	750,000.00	\$ 150,000.00	\$ 600,000.00	20%
Competency Restoration	\$	83,000.00	\$ 20,750.00	\$ 62,250.00	25%
Corrections Planning Board	\$	1,500,000.00	\$ 20,516.52	\$ 1,479,483.48	1%
County Subsidy	\$	41,000,000.00	\$ 3,416,666.66	\$ 37,583,333.34	8%
Criminal Justice Forensic Center & Monitoring	\$	659,652.00	\$ 165,120.00	\$ 494,532.00	25%
Crisis Funds	\$	512,641.00	\$ -	\$ 512,641.00	0%
Early Childhood (Invest in Children)	\$	700,000.00	\$ -	\$ 700,000.00	0%
Early Childhood Mental Health Counseling	\$	441,906.00	\$ -	\$ 441,906.00	0%
Mental Health Block Grant	\$	847,314.00	\$ -	\$ 847,314.00	0%
Miscellaneous	\$	1,000,000.00	\$ 43,471.38	\$ 956,528.62	4%
Multi-System Adult (MSA) Program	\$	1,045,000.00	\$ -	\$ 1,045,000.00	0%
Northeast Ohio Collaborative Funding	\$	1,250,000.00	\$ -	\$ 1,250,000.00	0%
ODRC (ACT)	\$	275,000.00	\$ -	\$ 275,000.00	0%
Overdose to Action Grant (Board of Health)	\$	-	\$ -	\$ -	
PATH	\$	339,874.00	\$ -	\$ 339,874.00	0%
SAMHSA Emergency COVID-19	\$	-	\$ -	\$ -	
SAPT Direct Grants - Gambling (Recovery Res.)	\$	75,000.00	\$ -	\$ 75,000.00	0%
SAPT Direct Grants - TASC (Court of Common Pleas.)	\$	137,910.00	\$ -	\$ 137,910.00	0%
SAPT Direct Grants - Therapeutic Comm (CATS)	\$	98,551.00	\$ 24,637.75	\$ 73,913.25	25%
SAPT Pass Through	\$	2,071,868.00	\$ 189,538.25	\$ 1,882,329.75	9%
SAPT Prevention	\$	1,382,871.00	\$ 345,717.75	\$ 1,037,153.25	25%
SAPT System of Care/DYS Aftercare	\$	215,796.00	\$ 25,586.92	\$ 190,209.08	12%
SAPT Treatment	\$	3,509,071.00	\$ 877,267.75	\$ 2,631,803.25	25%
Specialized Docket Support-Drug Courts	\$	535,000.00	\$ 45,000.00	\$ 490,000.00	8%
System of Care State Funds	\$	405,524.00	\$ 101,381.00	\$ 304,143.00	25%
Title XX	\$	804,265.00	\$ -	\$ 804,265.00	0%
Total ADAMHS ADMINISTRATION	\$	63,251,087.00	\$ 6,597,869.48	\$ 56,653,217.52	10%
ADAMHS DOJ GRANTS					
CIP Grant	\$	-	\$ 50,392.45	\$ (50,392.45)	
COSSAP Grant	\$	-	\$ -	\$ -	
COSSAP-ENHANCED DATA Grant	\$	520,091.00	\$ 6,590.23	\$ 513,500.77	1%
Total ADAMHS DOJ GRANTS	\$	520,091.00	\$ 56,982.68	\$ 463,108.32	11%
DIVERSION CENTER	\$	5,775,268.00	\$ -	\$ 5,775,268.00	0%
OOD GRANT	\$	451,037.00	\$ -	\$ 451,037.00	0%
OTHER GRANTS					
SAMHSA Early Diversion Grant	\$	-	\$ -	\$ -	
Total OTHER GRANTS	\$	-	\$ -	\$ -	
SOR GRANT	\$	2,709,000.00	\$ -	\$ 2,709,000.00	0%
TOTAL	\$	72,706,483.00	\$ 6,654,852.16	\$ 66,051,630.84	9%

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County

Revenues By Source By Month

January 2024

	Jan 2024	Feb 2024	Mar 2024	Q2 - 2024	Q3 - 2024	Q4 - 2024	Total
ADAMHS ADMINISTRATION	\$ 403,610.50						\$ 403,610.50
AOD Continuum of Care	\$ 146,501.00						\$ 146,501.00
ATP	\$ 150,000.00						\$ 150,000.00
Casino Gambling Treatment	\$ 103,803.75						\$ 103,803.75
Community Investments	\$ 368,300.25						\$ 368,300.25
Community Transition Program	\$ 150,000.00						\$ 150,000.00
Competency Restoration	\$ 20,750.00						\$ 20,750.00
Corrections Planning Board	\$ 20,516.52						\$ 20,516.52
County Subsidy	\$ 3,416,666.66						\$ 3,416,666.66
Criminal Justice Forensic Center & Monitoring	\$ 165,120.00						\$ 165,120.00
Miscellaneous	\$ 43,471.38						\$ 43,471.38
SAPT Direct Grants - Therapeutic Comm (CATS)	\$ 24,637.75						\$ 24,637.75
SAPT Pass Through	\$ 189,538.25						\$ 189,538.25
SAPT Prevention	\$ 345,717.75						\$ 345,717.75
SAPT System of Care/DYS Aftercare	\$ 25,586.92						\$ 25,586.92
SAPT Treatment	\$ 877,267.75						\$ 877,267.75
Specialized Docket Support-Drug Courts	\$ 45,000.00						\$ 45,000.00
System of Care State Funds	\$ 101,381.00						\$ 101,381.00
Total ADAMHS ADMINISTRATION	\$ 6,597,869.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,597,869.48
ADAMHS DOJ GRANTS							
CIP Grant	\$ 50,392.45						\$ 50,392.45
COSSAP-ENHANCED DATA Grant	\$ 6,590.23						\$ 6,590.23
Total ADAMHS DOJ GRANTS	\$ 56,982.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,982.68
TOTAL	\$ 6,654,852.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,654,852.16

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County
Budget vs. Actual Expenses 2024 YTD
January 2024 YTD

	2024 Budget	January YTD Actuals	Remaining Balance	% of Budget
JAIL DIVERSION GRANT	\$ 330,000.00	\$ -	\$ 330,000.00	0%
CIP GRANT	\$ -	\$ 74,824.77	\$ (74,824.77)	
COSSAP GRANT	\$ -	\$ 37,261.39	\$ (37,261.39)	
ENHANCED DATA GRANT	\$ 520,091.00	\$ 26,777.37	\$ 493,313.63	5%
DIVERSION CENTER	\$ 5,775,268.00	\$ -	\$ 5,775,268.00	0%
OOD - CASE SVCS CONTRACT	\$ 451,037.00	\$ -	\$ 451,037.00	0%
SOR GRANT	\$ 2,709,000.00	\$ -	\$ 2,709,000.00	0%
ADMINISTRATIVE EXPENSES	\$ 8,388,412.00	\$ 632,261.98	\$ 7,756,150.02	8%
ADULT & FAMILY CARE SERVICES	\$ 562,241.00	\$ 33,961.32	\$ 528,279.68	6%
COORDINATION/EVALUATION SERVICES	\$ 1,163,692.00	\$ 4,400.00	\$ 1,159,292.00	0%
CRISIS CARE/INTERVENTION	\$ 20,462,575.00	\$ 2,414,271.53	\$ 18,048,303.47	12%
DETOXIFICATION	\$ 1,886,400.00	\$ 31,625.26	\$ 1,854,774.74	2%
EARLY CHILDHOOD MENTAL HEALTH	\$ 1,841,906.00	\$ 130,690.87	\$ 1,711,215.13	7%
EMPLOYMENT SERVICES	\$ 964,289.00	\$ 143,695.04	\$ 820,593.96	15%
FAITH-BASED SERVICES	\$ 463,897.00	\$ 68,347.93	\$ 395,549.07	15%
HEALTH MGT INFORMATION SYS	\$ 175,000.00	\$ -	\$ 175,000.00	0%
JUSTICE RELATED SERVICES	\$ 6,389,597.00	\$ 555,614.74	\$ 5,833,982.26	9%
MH - OUTPATIENT TREATMENT	\$ 4,051,516.00	\$ 174,299.49	\$ 3,877,216.51	4%
OTHER SERVICES	\$ 2,480,068.00	\$ 322,766.89	\$ 2,157,301.11	13%
PASS-THRU PROGRAMS	\$ 3,019,240.00	\$ 125,599.48	\$ 2,893,640.52	4%
PREVENTION SERVICES - MH	\$ 760,813.00	\$ 49,299.00	\$ 711,514.00	6%
PREVENTION SERVICES - SUD	\$ 2,121,166.00	\$ 131,132.74	\$ 1,990,033.26	6%
BOARD PROPERTY EXPENSES	\$ 250,000.00	\$ 28,271.13	\$ 221,728.87	11%
PSYCHIATRIC SERVICES	\$ 914,290.00	\$ -	\$ 914,290.00	0%
RECOVERY SUPPORTS	\$ 835,317.00	\$ 57,988.30	\$ 777,328.70	7%
RECOVERY SUPPORTS - ART THERAPY	\$ 207,520.00	\$ 10,209.03	\$ 197,310.97	5%
RECOVERY SUPPORTS - PEER SUPPORT	\$ 2,903,232.00	\$ 237,920.96	\$ 2,665,311.04	8%
RESIDENTIAL ASST PROG (RAP)	\$ 2,500,000.00	\$ 167,051.45	\$ 2,332,948.55	7%
RESIDENTIAL TREATMENT HOUSING-MH	\$ 8,734,312.00	\$ 957,646.70	\$ 7,776,665.30	11%
RESIDENTIAL TREATMENT HOUSING-SUD	\$ 3,276,659.00	\$ 183,262.39	\$ 3,093,396.61	6%
SCHOOL BASED SERVICES	\$ 1,080,458.00	\$ 99,910.78	\$ 980,547.22	9%
SOBER RECOVERY BEDS	\$ 2,228,925.00	\$ 310,547.91	\$ 1,918,377.09	14%
SUD - OUTPATIENT TREATMENT	\$ 2,960,274.00	\$ 310,017.15	\$ 2,650,256.85	10%
TOTAL	\$ 90,407,195.00	\$ 7,319,655.60	\$ 83,087,539.40	8%

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County
Revenue and Expenditures All Accounting Units By Month
January 2024

	Jan 2024	Feb 2024	Mar 2024	Q2 - 2024	Q3 - 2024	Q4 - 2024	Total
Revenue							
OFFICE/CONF ROOM RENTAL	\$ 1,671.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,671.38
FEDERAL GRANT REVENUE	\$ 1,914,998.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,914,998.85
STATE GRANT REVENUE	\$ 1,300,798.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300,798.75
LOCAL MUNI NON-GRANT REVENUE	\$ 20,516.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,516.52
REFUNDS & REIMBURSEMENT REV	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00
TRANS IN - SUBSIDY IN	\$ 3,416,666.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,416,666.66
Total Revenue	\$ 6,654,852.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,654,852.16
Expenditures							
OPERATING EXPENSES							
SALARIES							
SALARIES - REGULAR	\$ 146,211.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146,211.22
SALARIES - UNION	\$ 177,048.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 177,048.21
Total SALARIES	\$ 323,259.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 323,259.43
FRINGE BENEFITS							
MEDICARE	\$ 4,528.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,528.22
RETIRE-OPERS - REGULAR	\$ 39,632.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,632.26
HOSPITALIZATION	\$ 65,145.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,145.76
LIFE INSURANCE	\$ 22.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22.36
HEALTH BENEFIT ALLOWANCE	\$ 86.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86.00
SPECIAL FRINGE	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00
Total FRINGE BENEFITS	\$ 109,914.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 109,914.60
COMMODITIES							
OFFICE SUPPLIES	\$ 130.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130.59
COPIER SUPPLIES	\$ 163.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 163.66
FOOD SUPPLIES	\$ 301.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 301.06
WATER	\$ 2,020.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,020.25
SEWER	\$ 3,591.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,591.90
ELECTRICITY	\$ 11,334.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,334.69
NATURAL GAS	\$ 2,826.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,826.21
REFUSE COLLECTION	\$ 8,675.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,675.30
Total COMMODITIES	\$ 29,043.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,043.66
CONTRACTS & PROFESSIONAL							
LS/RENT - BUILDING	\$ 70,052.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,052.84
CONSULTANT SERVICES	\$ 28,990.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,990.40
ASGN COUN - PSYCHOLOGICAL	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
JUDICIAL SERVICES	\$ 2,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400.00
CONTRACTUAL SERVICES	\$ 159,239.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 159,239.76
MAINTENANCE/REPAIR SERVICES	\$ 2,658.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,658.20
Total CONTRACTS & PROFESSIONAL	\$ 283,341.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,341.20
EQUIPMENT EXPENSE							
NON-CAP EQ - IT SOFTWARE	\$ 9,914.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,914.42
LEASE/RENTAL FEES	\$ 1,354.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,354.47
LS/RENT - EQUIPMENT	\$ 2,346.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,346.60
EQUIPMENT PURCHASE	\$ 4,833.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,833.88
EQUIP PURCH - IT	\$ 7,347.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,347.15
Total EQUIPMENT EXPENSE	\$ 25,796.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,796.52

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County
Revenue and Expenditures All Accounting Units By Month
January 2024

	Jan 2024	Feb 2024	Mar 2024	Q2 - 2024	Q3 - 2024	Q4 - 2024	Total
OTHER OPERATING							
MEMBERSHIPS/LICENSES	\$ 436.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 436.00
MILEAGE/PARKING	\$ 396.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 396.40
ADVERTISING	\$ 43,998.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,998.35
DEPARTMENTAL PARKING	\$ 14,993.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,993.95
NON-COUNTY PRINTING	\$ 1,260.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,260.00
TELEPHONE	\$ 7,642.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,642.55
TELE - MOBILITY	\$ 3,196.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,196.30
DATA COMMUNICATIONS	\$ 1,693.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,693.98
FISCAL USE ONLY MISC EXPENSE	\$ 15,003.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,003.02
Total OTHER OPERATING	\$ 88,620.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,620.55
Total ADMINISTRATIVE EXPENSES	\$ 859,975.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 859,975.96
PROVIDER DIRECT SERVICES							
BEHAVIORAL HEALTH	\$ 3,879,282.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,879,282.31
BEH HLTH - RESIDENTIAL	\$ 1,249,411.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,249,411.85
BEH HLTH - FAMILY SUPPORT	\$ 277,264.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 277,264.26
CLIENT PREVENTION SERVICES	\$ 74,821.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,821.06
CLIENT TREATMENT SERVICES	\$ 810,038.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 810,038.62
Total PROVIDER DIRECT SERVICES	\$ 6,290,818.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,290,818.10
OTHER SERVICES							
HOUSING ASSISTANCE	\$ 167,051.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167,051.45
CLIENT TRANSPORTATION SERVICES	\$ 1,810.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,810.09
Total 19 OTHER SERVICES	\$ 168,861.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,861.54
Total Expenditures	\$ 7,319,655.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,319,655.60

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County

Revenues and Expenditures Grants YTD

January 2024 YTD

	Total ADAMHS DOJ GRANTS		OOD GRANT		SOR GRANT		TOTAL
Revenue							
FEDERAL GRANT REVENUE	\$ 56,982.68	\$	-	\$	-	\$	56,982.68
Total Revenue	\$ 56,982.68	\$	-	\$	-	\$	56,982.68
Expenditures							
OPERATING EXPENSES							
CONTRACTS & PROFESSIONAL	\$ 132,273.30	\$	-	\$	-	\$	132,273.30
CONTRACTUAL SERVICES	\$ 132,273.30	\$	-	\$	-	\$	132,273.30
Total CONTRACTS & PROFESSIONAL	\$ 132,273.30	\$	-	\$	-	\$	132,273.30
PROVIDER DIRECT SERVICES	\$ -	\$	-	\$	-	\$	0.00
CLIENT TREATMENT SERVICES	\$ 6,590.23	\$	-	\$	-	\$	6,590.23
Total PROVIDER DIRECT SERVICES	\$ 6,590.23	\$	-	\$	-	\$	6,590.23
Total Expenditures	\$ 138,863.53	\$	-	\$	-	\$	138,863.53

Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County
2024 Cash Flow Report
JANUARY 2024

	2022 Actual	2023 Actual	YTD thru January 2024
AVAILABLE BEGINNING BALANCE	\$ 41,590,113.22	\$ 43,175,702.58	\$ 39,373,347.55
REVENUES			
Office/Conf Room Rental	\$ 20,056.56	\$ 20,056.55	\$ 1,671.38
Federal Grant revenue	\$ 15,772,095.84	\$ 14,932,749.85	\$ 1,914,998.85
State Grant Revenue	\$ 8,519,893.41	\$ 9,563,816.42	\$ 1,300,798.75
Local Gov't Revenue	\$ 5,227,402.87	\$ 574,292.65	\$ -
Local Muni Non-Grant Revenue	\$ 2,656,987.76	\$ 6,817,113.84	\$ 20,516.52
Refunds & Reimbursement Revenue	\$ 467,141.85	\$ 519,671.62	\$ 200.00
Fiscal Use Only - Misc Revenue	\$ 30,000.00	\$ -	\$ -
Trans In - Transfer	\$ 60,191.42	\$ -	\$ -
Trans In - Subsidy	\$ 43,463,659.00	\$ 43,463,660.00	\$ 3,416,666.66
TOTAL REVENUE	\$ 76,217,428.71	\$ 75,891,360.93	\$ 6,654,852.16
TOTAL AVAILABLE RESOURCES	\$ 117,807,541.93	\$ 119,067,063.51	\$ 46,028,199.71
EXPENDITURES			
Operating Expenses	\$ 8,083,883.39	\$ 8,855,755.69	\$ 727,702.66
Diversion Center	\$ 5,225,373.16	\$ 4,682,290.64	\$ -
ADAMHS Board Grants	\$ 4,484,530.77	\$ 4,955,172.72	\$ 138,863.53
Provider Direct Services	\$ 55,528,939.30	\$ 59,816,660.65	\$ 6,284,227.87
Other Services	\$ 1,309,112.73	\$ 1,383,836.26	\$ 168,861.54
TOTAL EXPENDITURES	\$ 74,631,839.35	\$ 79,693,715.96	\$ 7,319,655.60
AVAILABLE ENDING BALANCE	\$ 43,175,702.58	\$ 39,373,347.55	\$ 38,708,544.11

***Operating expenses included the Diversion Center and ADAMHS Board grants until 2022.*

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

RESOLUTION NO. 24-03-03

APPROVAL AND RATIFICATION OF CONTRACT

WHEREAS, funding has been made available to the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County (ADAMHS Board) for the following program:

1. Ohio Department of Mental Health and Addiction Services (OhioMHAS) Behavioral Health Drug Reimbursement Program for the time period July 1, 2023 to December 31, 2023 in the amount of \$96,161 for the following contracts:
 - a. Cuyahoga County Sheriff's Department - \$75,034.00
 - b. Oriana House Community Based Correctional Facility (CBCF) - \$21,127.00; and,

WHEREAS, the Finance and Oversight Committee has reviewed the ADAMHS Board staff's recommendations and recommends that the Board of Directors accept the funding and authorize the ADAMHS Board to pay any required local match and enter into any necessary contractual agreements.

NOW, THEREFORE, BE IT RESOLVED:

- A. The ADAMHS Board of Directors accepts the funds and authorizes payment of any required local match for the following:
 1. Ohio Department of Mental Health and Addiction Services (OhioMHAS) Behavioral Health Drug Reimbursement Program for the time period July 1, 2023 to December 31, 2023 in the amount of \$96,161 for the following contracts:
 - a. Cuyahoga County Sheriff's Department - \$75,034.00
 - b. Oriana House Community Based Correctional Facility (CBCF) - \$21,127.00.
- B. The ADAMHS Board Chief Executive Officer is authorized to execute any necessary contractual agreements.

On the motion of _____, seconded by _____, the foregoing resolution was adopted.

AYES:

NAYS:

ABSTAIN:

DATE ADOPTED:



Agenda Process Sheet
Date: March 27, 2024

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

Topic: Acceptance of Ohio Department of Mental Health and Addiction Services (OhioMHAS) Grant Funding for Behavioral Health Drug Reimbursement Program

Contractual Parties: Cuyahoga County Sheriff's Department - \$75,034
 Oriana House Community Based Correctional Facility (CBCF) - \$21,127

Term: Reimbursement Period: July 1, 2023 – December 31, 2023

Funding Source(s): OhioMHAS

Amount: \$96,161

- New Program** **Continuing Program** **Expanding Program** **Other Pass-Through Funds**

Service Description:

- Reimbursement of costs for medications distributed to inmates in the Cuyahoga County jail by the Sheriff's Department and residents of the community based correctional facility (CBCF) operated by Oriana House.

Background Information:

- The ADAMHS Board of Cuyahoga County received notification from OhioMHAS relative to the award granted to the Cuyahoga County Sheriff's Office and Oriana House CBCF for the reimbursement of funds expensed for medications during the first half of state fiscal year 2024.
- OhioMHAS combined the Psychotropic Reimbursement program and the Medication Assisted Treatment (MAT) Reimbursement program into one allocation and renamed this initiative the Behavioral Health Drug Reimbursement program.

Number of Individuals to be Served:

- 13,033 doses of medication

Funding Use:

- Covers the cost of psychotropic medication dispensed by the Cuyahoga County Sheriff's Department in the jail and Oriana House in the CBCF for the period of July 1, 2023 – December 31, 2023.

Client & System Impact: N/A

Program/Service Goals:

Metrics <i>(How will goals be measured)</i>	<ul style="list-style-type: none">• Number of doses of medication administered• Amount of reimbursement for psychotropic medications
Evaluation/ Outcome Data <i>(Actual results from program)</i>	January 1, 2023 – June 30, 2023 Reimbursement (Combined Psychotropic and MAT Reimbursements): <ul style="list-style-type: none">• Doses of Medication – 17,679• Amount of Reimbursement - \$39,991

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

- Acceptance of \$96,161 from OhioMHAS to be distributed to the Cuyahoga County Sheriff's Department and Oriana House as pass-through funds for the period July 1, 2023 to December 31, 2023 for various medications.
- Approved by the Finance & Oversight Committee on March 20, 2024.