

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

BOARD OF DIRECTORS MEETING

Tuesday, July 28, 2009

MINUTES

Approved: 8-27-09

Board Members Present:

**David E. Martin, Chair
Lois A. Foster
Michael J. Irby
Todd M. Ivan, M.D.
Dawn R. Jones
Gordon Keaton
Linda L. Marcum
Patrick McGown
David J. Peter, M.D.
Milan P. Salchak
Jules F. Sauvageot
George Wertz
Christine C. Yuhasz**

Board Members Absent:

Kevin K. Crum (excused)

ADM Board Staff Present:

**Jerry Craig, Manager of Clinical Services
Fred Frese, Ph.D., Recovery Project Coordinator
William P. Harper, Executive Director
Mark Munetz, M.D., Chief Clinical Officer
Sharon Reiter, Executive Assistant
Mary Alice Sonnhalter, Manager of Community Relations
Jackie Steward, Manager of Administration
Nick Veauthier, Manager of MIS**

Other Interested Parties Present:

**Rev. Byron Arledge, Pastoral Counseling Services
John Bohley, Jr., Butler County Alcohol & Drug Addiction Services Board
Mike Bullock, Tarry House**

Terry Dalton, Community Support Services
Phil Heislman, Portage Path Behavioral Health
Tim Morgan, Portage Path Behavioral Health
Cindy Norman, Northcoast Behavioral Health
James Orlando, Ph.D., Summit Psychological Associates
Chris Richardson, Oriana House
Bernie Rochford, Oriana House
Ed Stanford, Interval Brotherhood Home
Angela Tucker Cooper, Mental Health America
Tim Williams, Lorain County Ohio
Ted Ziegler, Community Health Center

Mr. Martin called the meeting to order at 5:32 PM.

I. Approval of Minutes:

A MOTION was made by Dr. Todd Ivan and SECONDED by Gordon Keaton:

To approve the minutes of the June 30, 2009 Board of Directors meeting as submitted.

VOTE: Yes – ALL

RESOLUTION NO.
09-07-01

II. Chairman's Report:

Mr. Martin stated that the ADM Board will engage in a strategic planning process on Thursday, August 27, Friday, August 28, and Saturday, August 29. The strategic planning process is essential as the Board addresses its current status and creates a vision for the future.

On Thursday, August 27, the retreat will begin at 5:30 PM immediately after the Board of Directors meeting. The location for the strategic planning retreat for August 27th and 28th is the Coventry Oaks Pavilion, Firestone Metro Park, 40 Axline Avenue. The retreat will begin by reviewing the Board's purpose and evaluate planning inputs.

On Friday, August 28, the retreat will begin at 9:30 AM and end at 8:00 PM. On this day, the Board will begin planning the framework of the strategic planning process, review the mission, vision and develop strategic goals consistent with the mission.

On Saturday, August 29, we will meet at 8:00 AM at the Akron Urban League located at 440 Vernon Odom Blvd. This session will be designed to identify processes, products for redesign, review the key measures of the system, finalize improvement charters and collect public opinion.

The next Board of Directors meeting will be held at 5:00 PM at the Coventry Oaks Pavillion, Firestone Metro Park, 40 Axline Ave., Akron Ohio.

III. Executive Director's Report:

(See attached)

IV. Committee Reports:

A. Executive Committee.

No Report.

B. Alcohol & Drug Addiction Standing Committee.

No Report.

C. Community Relations Committee.

Christine Yuhasz reported that at the July 9, 2009 Community Relations Committee meeting there was a review and discussion of the 2009 Collaborative Poll results.

D. Finance Committee.

Kevin Crum reviewed the Capital Reserve Funds disbursements with the Board. He said Oriana House requested a disbursement of \$530 for repair of a back flow valve and Portage Path Behavioral Health requested a disbursement of \$1,150 for prep and painting of iron hand railings.

A MOTION was made by Kevin Crum and SECONDED by Dawn Jones:

To approve Capital Reserve Fund expenditures in the amount of \$530 to Grunau Company for repair of back flow valve and \$1,150 to Donald Mardjana, Inc. for prep and painting of iron hand railings, for a total disbursement of \$1,680.

VOTE: Yes - ALL

**RESOLUTION NO.
09-07-02**

Mr. Crum reviewed the Financial Statements for the month ending June 30, 2009 and entertained questions. There were none.

A MOTION was made by Kevin Crum and SECONDED by David E. Martin:

To approve the Financial Statements for the month ending June 30, 2009 as presented, subject to the compliance audit as part of the audit of Summit County.

VOTE: Yes – ALL

**RESOLUTION NO.
09-07-03**

Mr. Crum stated that Community Support Services is applying for continuation funding for the Pathways II Program, which requires a 21.3% local match to federal dollars. The minimum match is \$200,000, which will generate over \$930,000. This program targets people with severe and persistent mental illness along with veterans and adolescents with mental illness. It consists of vocational rehabilitation services such as job training, schooling, job placement services, coaching, etc. with an outcome of meaningful employment. The renewal starts 9/1/2009 and will run through the federal fiscal year ending 9/30/2010. The matching funds for this initiative are due on approval of the request for renewal. In addition to their own clients, it is expected that CSS will work with clients from Child Guidance & Family Solutions, Community Health Center and Portage Path Behavioral Health. The ADM Board will continue to be the contractor and CSS would be the sub-contractor, as these funds need to be matched by a public entity. The Mental Health Standing Committee approved this request at their meeting on July 14, 2009.

A MOTION was made by Kevin Crum and SECONDED by Jules Sauvageot:

To approve the one-time funding request by Community Support Services for matching funds of \$200,000 for the Ohio Rehabilitation Services Commission's Pathways Program contingent upon Community Support Services securing a renewal of the grant from ORSC for the period beginning 9/1/2009 through Federal Fiscal Year 2010 (9/30/2010).

VOTE: Yes – ALL

**RESOLUTION NO.
09-07-04**

Mr. Crum reviewed the proposed ADM Board 2010 Budget.

2010 Revenue Projections:

- Ohio Department of Mental Health (ODMH) and Ohio Department of Alcohol and Drug Addiction Services (ODADAS) revenue were based on the biennium FY2010 and 2011 budget recently approved by the State.

- Medicaid revenue increased due to the Federal Stimulus increase in the Community Medicaid Federal Medicaid Assistance Percentage (FMAP) of 10.05% and increased volume.
- Levy revenue was reduced due to the increase in the County Fiscal Officer fees.

2010 Expense Projections:

- Board Administration was reduced due to staff reductions which occurred during 2009.
- Professional services were increased due to transfer of a service contract previously funded through a provider agency, which will now be contracted directly with the Board (Dr. Frese).
- Contracted mental health and alcohol and drug agencies were maintained at the 2009 current contract levels less specific programs eliminated by The Ohio Department of Mental Health (ODMH)/Ohio Department of Alcohol and Drug Addiction Services (ODADAS), crisis center debt repayments, the one year transitional funds awarded in 2009 and the 2009 budget reductions of ODMH State 505 in FY2009.
- The percentage reduction for mental health and alcohol/drug for direct cuts from ODMH/ODADAS (\$70,000) is .02% when compared to the 2009 budget. Medicaid only contracts were increased due primarily to volume at Pastoral Counseling and Children's Hospital.
- Out of County Medicaid was reduced due to volume decreases the past two years.
- Other forecasted contracts and allocations reductions represent one time \$1.9 million of funds used for 2008 expenses and represent \$1.2 million in prior levy priorities that have not been implemented.

Five Year Fund Balance Projection:

- Revenue assumptions for 2011-2014; Federal and State funds are shown as flat form 2011-2014 and are based on FY2011 budget approved by the State. Medicaid was increased 3% in volume each year. Federal Stimulus funds were eliminated 2011. The levy was reduced 4% for fiscal office fees with no new construction and phase out of tangible personal property tax.
- Expense assumptions for 2011-2014; Sustain agency budgets at the 2009 level.
- All expenses increased less than 1% 2011-2012 due to relatively flat revenue projected at this time.
- Establish fund balance at 60 days of expenses to maintain cash flow.

A MOTION was made by Kevin Crum and SECONDED by David E. Martin:

To approve the ADM Board 2010 Budget as submitted.

VOTE: Yes – ALL

**RESOLUTION NO.
09-07-05**

E. Mental Health Standing Committee.

Dr. Ivan said that the Mental Health Standing Committee met on July 14, 2009 at which time the Pathways II Program and funding request was reviewed and a recommendation was made to the Finance Committee and the Board of Directors to approve the funding request by Community Support Services for matching funds of \$200,000.

F. Personnel Committee.

No Report.

V. Old Business:

Second Reading of the consideration of Amendment to the Bylaws in order to add a contract committee as a standing committee.

A MOTION was made by Dawn Jones and SECONDED by Patrick McGown:

To amend the bylaws of the County of Summit Alcohol, Drug Addiction and Mental Health Services Board to provide as follows: “Article VIII, Section 7. Other Functions.: be amended by deleting the phrase “such as reviewing contracts”, and changing the Section number to Section 8. Furthermore; That the bylaws of the County of Summit Alcohol, Drug Addiction and Mental Health Services Board be amended to provide as follows: By adding a new Article VIII, Section 7 which will read as follows:

Section 7. Contract Committee:

The Contract Committee shall meet at least three (3) times per year and otherwise as needed to review Board contracts and contract disputes and make recommendations to the Board.”

VOTE: Yes – ALL

**RESOLUTION NO.
09-07-06**

VI. New Business:

No New Business.

VII. Comments from the Public:

Terry Dalton of Community Support Services thanked the ADM Board for approving the renewal of the Pathways II Program.

VIII. Adjournment:

A MOTION was made by Christine Yuhasz and SECONDED by Jules Sauvageot:

To adjourn the July 28, 2009 Board of Directors meeting.

VOTE: Yes – ALL

**RESOLUTION NO.
09-07-07**

The meeting was adjourned at 6:10 PM.

Christine C. Yuhasz, Secretary