

BOARD OF DIRECTORS'
REGULAR MONTHLY MEETING

Community Health Center

Minutes – September 26, 2017

FINAL, as approved October 24, 2017

Board Members Present: Joseph P. Saporito, Board Chair; Deanna Horrigan, Board Vice Chair; John M. Williams, Secretary; Vivianne W. Duffrin; Elizabeth A. England; Daniel R. Flowers; Peter Goheen; Russell T. Ham; Todd M. Ivan, M.D.; Kathlin McCann; André Thornton, Jr.; Christine Myers (shadow)

Board Members Absent: Lucas M. Blower; Reneé Greene; Melissa Mellinger.

ADM Board Staff Present: Jerry Craig, Executive Director; Kimberly Patton; Jennifer Peveich; Christine Smalley; Douglas A. Smith, M.D.; Mary Alice Sonnhalter; Fran Rudell

Other Interested Parties Present: Catherine Adamek Thier, Catholic Charities Corp.; Tracy Yaeger, Portage Path Behavioral Health; Deborah Foster-Koch, IBH Addiction Recovery Center; Donald Christian, Akron-UMADAOP; Megan Bush, Coleman Professional Services; Robert Stokes, Community Health Center; Tiffanie Ferguson, Community Health Center; Jazmyn Stover, Seely, Savidge, Ebert & Gourash, Co., LPA

I. Call to Order

Board Chair Joseph P. Saporito (hereafter referred to as “Chair Saporito”) called the meeting to order at 5:37 p.m.

Chair Saporito acknowledged Robert Stokes, Chief Executive Officer of Community Health Center, and thanked him and his staff for hosting the meeting. Mr. Stokes welcomed the Board and visitors and introduced Tiffanie Ferguson, Compliance Officer at Community Health Center, who hosted the tour of the facility and surrounding locations.

II. Approval of minutes from July 25, 2017, meeting.

After review, a MOTION was made by John M. Williams, and SECONDED by André Thornton, Jr.,

To approve the minutes of the July 25, 2017, meeting of the Board of Directors as presented.

VOTE: Yes – ALL; Peter Goheen, abstaining

RESOLUTION: 09-17-01

III. Board Education

Chair Saporito introduced Kimberly Patton, the ADM Board’s Addiction, Prevention & Training Coordinator, and Christine Smalley, Care Management & Compliance Coordinator. Ms. Patton presented background and current statistical information on the Quick Response Teams (QRTs) started in January 2017 in Summit County, and now available in 10 communities. She explained the process and staffing being used to follow up on overdose calls to provide resources/options for clients. Three agencies are providing a counselor or peer recovery support personnel for the teams.

Ms. Smalley presented information on the ADM Board’s Addiction Helpline which was established in January 2017. She explained the process being used to link callers to needed services. Akron Summit County Association (ASCA) hosts the call center and has been instrumental in addressing needs of callers. She presented data gathered to date, noting the decrease in wait time from call to appointment, and the distribution of calls from ZIP code areas targeted during the launch campaign.

IV. Ownership Linkage & Accountability

A. Chair Report

Chair Saporito reported:

- The ADM Board Appreciation Luncheon is scheduled for September 28th
- Crisis Intervention Teams (CIT) will be education topic in October.
- Thank you to the Board members who have participated at various community events throughout the summer

B. Executive Director Report

Mr. Craig reported:

- Summit Developmental Disabilities Board renewal levy. Issue #3 on November ballot.
- The Community Plan submission has been reviewed and approved by OhioMHAS, and will be posted to the ADM website.
- Medicaid News – Department of Medicaid announced it will hold Behavioral Health providers harmless from a 7% budget reduction in Medicaid funding. Hospital systems will bear much of this reduction.
- Behavioral Health Redesign will move forward no later than January 2018. The managed care carve-in of behavioral health will follow in July 2018.
- The Senate's Affordable Care Act (ACA) Repeal has failed again, without a vote.
- Letter from the Advocacy & Policy Committee of the Opiate Task Force to the Trump Administration seeking a formal declaration that the opiate epidemic as a Federal Emergency.
- A meeting with Edwin Shaw Rehabilitation Hospital in which we were notified of Cleveland Clinic's intent transition to an outpatient program, give up their OhioMHAS certification, and subsequently their contract with the ADM Board, effective September 28th.
- Federal Cures Act funding was used to expand IBH by five additional beds for opiate addiction treatment. A total of 25 beds have now been added within the past 12 months.

V. Comments from the Public and Announcements

- Donald Christian, Akron-UMADAOP's new Executive Director, introduced himself.
- Robert Stokes announced Community Health Center's Recovery Walk on Friday, Sept. 29th, 5:30 p.m., The University of Akron Stile Athletic Field House.

VI. Consent Agenda

A. ADM Funding Awards Report for August

B. New Contracts & Authorization to sign

Mr. Craig provided listing and explanation of August funding awards and contracts which contained contracts for Cures Act funding. Jennifer Peveich explained revamp of the way federal funding is going out to providers and the effect on provider billing with the Ohio Department of Mental Health and Addictions Services' conversion to a new Grants Financial Management System (GFMS) during state fiscal year 2017. After addressing questions, a MOTION was made by Joseph Saporito and SECONDED by John M. Williams,

That the ADM Board of Directors approve the contracts for August, and, having funds available and certified by the Fiscal Officer as required by ORC 5705.41(D), the Board authorizes the Executive Director, Gerald Craig, to sign the contracts presented in the attached list on behalf of the ADM Board, in accordance with the requirements contained within ORC 340.

VOTE: Yes – ALL; none opposed; no abstentions.

RESOLUTION: 09-17-02

VII. New Business

A. Calendar Year 2018 Meeting Schedule

Chair Saporito called for review of proposed 2018 Board meeting schedule. With no questions or concerns, a MOTION was made by Peter Goheen, and SECONDED by André Thornton, Jr.,

That the ADM Board of Directors approve the 2018 Board of Directors' meeting schedule as presented.

VOTE: Yes – ALL

RESOLUTION: 09-17-03

B. Summit Developmental Disabilities Board Levy (ADDED)

Executive Director Jerry Craig presented information on the renewal levy to be on the ballot on Nov. 7th, as Issue #3. After review and discussion, a MOTION was made by Todd M. Ivan, and SECONDED by Peter Goheen,

That the County of Summit Alcohol, Drug Addiction & Mental Health Services Board endorse Issue #3 for the Summit County Developmental Disabilities Board Levy on the November 7th ballot.

VOTE: Yes – ALL

RESOLUTION: 09-17-04

C. Opiate Task Force letter to Administration (ADDED)

Executive Director Jerry Craig presented a letter developed by the Advocacy and Policy Committee of the Summit County Opiate Task Force for presentation to the Trump administration regarding designation of the current opiate epidemic as a federal emergency. After review, a MOTION was made by John M. Williams, and SECONDED by André Thornton,

That the ADM Board of Directors offer its support of the Summit County Opiate Task Force, and authorize Board Chair Joseph P. Saporito to sign the letter on behalf of the Board of Directors.

VOTE: Yes – ALL

RESOLUTION: 09-17-05

D. Committee Reports

1. Assurance Committee

Dr. Todd Ivan reported on the committee's September 18th quarterly meeting to review the Major Unusual Incident (MUI) report for the second quarter. While MUIs fell in the second quarter, no trends emerged for the short period of comparison. ADM Board staff will provide data from previous quarters for comparison. Committee discussed the administrative discharges by AoD providers and the reports of deaths by natural causes and by suicide. Committee will meet next on January 22, 2018.

2. Executive Director Evaluation/Contract Committee

Committee Chair Elizabeth England will report out in Executive Session.

3. Summit County ADM Support Committee

Mr. Craig reported on the September 22nd meeting, with discussion on the financial results of the 2017 ADM Recovery Challenge, and results of an IRS audit of the Committee's Form 990. Recommendations from the audit to track in-kind contributions have already been retroactively implemented by Treasurer Jen Peveich and will ease preparation of yearly reports. Mr. Craig reported the net proceeds and cash on hand at the time of the meeting.

E. September Executive Limitations & Board Self-Monitoring Reports:

1. Policy 3.9 – Assessment of Board Performance – DIRECT INSPECTION

a. Proposed revision to 2017 Monitoring Schedule

Executive Director noted oversight and omission of Policy 4.3, Delegation to the Executive Director, from the 2017 Monitoring Schedule. After explanation, a MOTION was made by Joseph Saporito, and SECONDED by John Williams,

That the ADM Board of Directors AMEND Appendix A, 2017 Monitoring Schedule, to ADD Policy 4.3, Delegation to the Executive Director, for annual review in the month of December.

VOTE: Yes – ALL

RESOLUTION: 09-17-06

b. Proposed change to Policy 3.9, Monitoring Board Performance, to reference current Appendix A (Monitoring Schedule). Recommendation was made to delete specific monthly listing of policy review and replace with reference to the annually approved Appendix A (Monitoring Schedule), to eliminate need to update policy if changes are made to the Appendix.

A MOTION was made by Todd M. Ivan, and SECONDED by John M. Williams,

That the ADM Board of Directors approve a change to Policy 3.9, Assessment of Board Performance, to reflect a collective reference to current approved Appendix A (yearly Monitoring Schedule) vs. listing of specific months.

VOTE: Yes – ALL

RESOLUTION: 09-17-07

c. Proposed change to Policy 4.4, Monitoring Executive Director Performance, to reference current Appendix A (Monitoring Schedule). Recommendation was made to delete specific monthly listing of policy review and replace with reference to the yearly approved Appendix A (Monitoring Schedule), to eliminate need to update policy if changes are made to Appendix A.

A MOTION was made by Elizabeth England, and SECONDED by André Thornton,

That the ADM Board of Directors approve a change to Policy 4.4, Monitoring Executive Director Performance, to reflect a collective reference to current approved Appendix A (yearly Monitoring Schedule) vs. listing of specific months.

VOTE: Yes – ALL

RESOLUTION: 09-17-08

d. Grievance Procedure- Mr. Craig provided for ADM Board review based on comments in Monitoring Report.

2. Policy 4.0 – Board Management Connection – DIRECT INSPECTION

No comments; no further action required.

3. Policy 2.5 – Financial Condition & Activities – INTERNAL INSPECTION

a. Vote on Compliance (no comments from monitoring)

A MOTION was made by Joseph Saporito, and SECONDED by John M. Williams,

That the ADM Board of Directors find the Executive Director in Compliance with Policy 2.5, Financial Conditions & Activities.

VOTE: Yes – ALL

RESOLUTION: 09-17-09

4. Policy 2.6 – Asset Protection – INTERNAL INSPECTION

a. Vote on Compliance

Mr. Craig explained that he had changed his interpretation but red-lined the changes to show what was added and what was deleted. Changes will be 'accepted' for future reports.

A MOTION was then made by Peter Goheen, and SECONDED by André Thornton,

That the ADM Board of Directors find the Executive Director in Compliance with Policy 2.6, Asset Protection.

VOTE: Yes – ALL

RESOLUTION: 09-17-10

F. Meeting Assessment – Chair requested members complete and return the assessment form before departure.

VIII. Executive Session

A MOTION was made by John M. Williams, and SECONDED by Kathlin McCann,

That the ADM Board of Directors adjourn to Executive Session, to include Jazmyn Stover and Jerry Craig, to discussion the investigation of complaint against a public employee.

Chair Saporito called roll for the Executive Session:

Deanna Horrigan – Yes	John M. Williams – Yes	André Thornton – Yes	Todd M. Ivan – Yes
Elizabeth England – Yes	Vivianne Duffrin – Yes	Daniel Flowers – Yes	Russell Ham – Yes
Kathlin McCann – Yes	Peter Goheen – Yes	Joseph Saporito – Yes	Christine Myers

RESOLUTION: 09-17-11

Board of Directors entered Executive Session at 6:45 p.m.

Board of Directors returned to regular session at 7:45 p.m.

The Board of Directors will refer the matter to its *ad hoc* Grievance Committee. A MOTION was then made by Joseph Saporito, and SECONDED by John M. Williams,

That the ADM Board of Directors engage the services of Seely, Savidge, Ebert & Gourash Co., LPA, for an amount up to \$25,000.

VOTE: Yes – ALL

RESOLUTION: 09-17-12

IX. Adjournment

With no additional business to come before the Board, Board Chair Saporito **adjourned the meeting at 7:48 p.m.**

X. Next regular meeting scheduled: Tuesday, October 24, 2017

Minutes as approved

10-24-17

Bd. Resolution: 10-17-01



John M. Williams, Board Secretary