

Board of Directors' Regular Monthly Meeting

Via ZOOM Conference

Minutes of May 26, 2020

FINAL

Board Members Present: John M. Williams, Chair; Elizabeth A. England, Vice Chair; Todd M. Ivan, M.D., Secretary; Lucas M. Blower, Roula Braidy, Vivianne Duffrin, Daniel R. Flowers, Peter Goheen, Margaret J. Halter, Ph.D., Rev. Russell T. Ham, Christine Myers, Joseph P. Saporito, Irving B. Sugerman, André Thornton, Jr. (all attending and participating via ZOOM video/audio conference)

Board Members Absent: None

ADM Board Staff Present: Jerry Craig, Executive Director; Chrissy Gashash; Carrie Marceric; Jen Peveich; Doug Smith, M.D.; Aimee Wade; Kathy Hagy; Fran Rudell; Chris Freeman-Clark (all attending and participating via ZOOM video/audio conference)

Other Parties Present: Tracy Yaeger, Ph.D.; Portage Path Behavioral Health; Karl Driggs; North Coast Community Homes; Tammy Jensen, Oriana House; Chris West, North Coast Community Homes; Karen Talbott; Child Guidance & Family Solutions; Jonathan Wylly; IBH; Dawn Glenny; Greenleaf Family Center; Hannelore Gambrell; Gabrielle Daniel; Megan Bush; Coleman Professional Services; (all attending via ZOOM video/audio conference)

I. Call to Order

With a quorum present, Board Chair John Williams called the meeting to order at 5:31 pm, thanking all those in attendance for being present for the virtual meeting.

Roll call was taken by Todd M. Ivan, secretary and all members were noted as being present.

II. Review/approve minutes

After review, MOTION by Lucas Blower, SECOND by André Thornton, Jr.

That the ADM Board of Directors approve the minutes of the April 28, 2020, ZOOM meeting of the Board of Directors, as presented.

VOTE: Yes – ALL (individual roll call vote taken by Secretary Todd Ivan)

RESOLUTION: 05-20-01

III. Board Education – Jerry Craig, Executive Director

TOPIC: Processes Informing Funding Decisions

- Jerry Craig presented information to the Board regarding the parameters of funding sources from federal and state resources, and local levy funds, and the ADM Board's application/review process for funding the ADM Board's provider agencies, citing ORC 340 as the governing statute. RFPs are not required for contracted behavioral health services and supports, although the ADM Board can request RFPs for additional funding when available. Mr. Craig reviewed the RFP process and also reported on resources for determining needs in the community and reason for funding programs at specific agencies. Questions were addressed about new service providers without a proven track record and the ADM Board's process to monitor and provide guidance for programming and financial accountability.
- Mr. Craig noted the ADM Board's encouragement of clinical leaders, hospitals, provider agencies

and other community agencies throughout the county to work together for the good of the clients. He discussed cross-collaborative meetings attended by the ADM Board staff, including Tuff Stuff, System of Care program affiliated with the Summit County Family Council and other groups where community partners sit down with the ADM Board to make sure that cross-system collaboration and partnerships ensure quality care and access to treatment.

IV. Ownership Linkage & Accountability

A. Chair Report – John Williams

- Mr. Williams noted attendance of 34 people
- *Diversity on Board* program was recognized and the two members in attendance were welcomed.
- Members were reminded of virtual Policy Governance Conference on June 18-20. Interested members were asked to contact the ADM office.
- Mr. Williams announced membership roster for board committees and stated he will be sending out a committee membership roster to the full board.
- The Board's *ad hoc* Policy Governance committee may be reestablished.

B. Executive Director Report – Jerry Craig

Mr. Craig had a lengthy update regarding the ADM Board's activities:

- **Employee Anniversary** – Christopher Freeman-Clark, the ADM Board's Forensic Monitor, is celebrating 10 years of service at the Board. Mr. Craig reported on his many duties with the Board and in consultation with the court system. He expressed the Board's thanks for his service.
- **COVID -19 Hazard Pay** - Jen Peveich and team completed the contracts regarding Hazard Pay. This was based on the ADM Board of Directors' approval of funding. Several of the agencies were appreciative as evidenced by their positive feedback. As a note, Oriana House has declined ADM financial assistance regarding the distribution of Hazard Pay.
- **Quarterly Provider Meetings** were held last week with ADM's largest providers. Topics included financial status, ongoing plans considering the evolving COVID-19 pandemic, review of billing and outcome reporting and discussion of any outstanding issues related to FY21 budget submissions.
- **Summit County Public Health Department** will no longer be contracting with the ADM Board for counseling services. The focus of the SCPH Department will be on Project Dawn, the syringe exchange program, and staffing the Quick Response Team (QRT). SCPH will be working with Portage Path Behavioral Health to help transition those clients receiving counseling services so there will not be a break in services.
- **Shelter Care Contract** – Shelter Care provides Residential and Respite services. They receive funding for their Safe Landing Youth Shelter programs by direct contract with Child Guidance & Family Solutions. The ADM Board staff is currently evaluating the ability to directly contract with Shelter Care to allow more agencies to direct referrals to Shelter Care. The ADM Board staff would be involved in authorizing placements.
- **Blick Center Contract** – The Blick Center has communicated with the ADM Board that they will not be able to provide prevention services that were formerly offered through VANTAGE Aging. This is attributed to a need to focus on treatment services and complications posed by COVID-19 as they transition VANTAGE Aging's addiction treatment services to Blick Center.

In response to a question, Mr. Craig stated that approximately \$450,000-\$500,000 will be available for other programs due to the change in services at SCPH and Blick.

- **SAMHSA Cares Response Grant** – OhioMHAS offered an opportunity for each of six hospital regions to receive a share of SAMSHA funding. The ADM Board’s share is \$51,000. The details are being worked on with Portage Path to create a COVID-19 “warmline” as an extension of their Hotline services. This “warm line” campaign will screen and offer support to those experiencing stress, have questions and/or seek counseling to address stressors regarding COVID-19. Portage Path will handle the screening of calls and then follow-up with those needing counseling.
 - **FEMA CRISIS COUNSELING ASSISTANCE AND TRAINING PROGRAM (CCP) for COVID-19 Pandemic Grant** – OhioMHAS offered an additional opportunity for each county Board to secure CCP Program funding on behalf of any interested entity in each county to fund activities for a 60- day response to the Pandemic. Eight applications were submitted for . Awards have not yet been made. The Department is still in negotiations with FEMA to increase the available funding. Mr. Craig acknowledged Aimee Wade and Jen Peveich and their respective staff who were able to develop an RFP process, get it out quickly, and review and submit the applications, all in less than three business days. He also acknowledged the efforts of the other seven agencies who applied for these services.
 - **Re-Opening.** The ADM Board will host a Provider Meeting tomorrow to discuss and share information about re-opening provider agency services as the Governor’s orders expire. This meeting will allow Providers the ability to exchange ideas as well as have input from the ADM Board staff in these processes. The ADM Board staff are also completing an evaluation of changes necessary to safely return employees back to the office. Most of the ADM Board staff have been working remotely at home.
 - **Summit Poll** – Summit County Collaborative Poll results were reviewed with Amanda Barna from Center for Marketing & Opinion Research. The Board’s numbers over time continue to look strong; discussion has begun about re-focusing marketing efforts based on reports about where people seek information on MH & Substance Use Disorder treatment. Board members received a copy of the Poll.
 - **Audits** – The internal audit department of the County has been auditing all aspects of the ADM Board; including a detailed audit of compliance with each part of ORC 340. We should have the report and will be ready to share with the Board of Directors at the June meeting. The state has also entered into an audit of the Board’s Federal funding as part of their County audit. Based on recommendations and any findings, we should have feedback that confirms we are doing what is needed to operate responsibly and identify any areas of material weakness.
- C. Chief Clinical Officer Report** – Douglas A. Smith, M.D.
- Dr. Smith noted that there is a new synthetic opioid, Isotonitazene, beginning to make its way into the area. It is being mixed with cocaine or pressed into pills. It seems to be coming in from the Kentucky and Southern Ohio area. Since it is being mixed with cocaine it is difficult to track when looking at overdose substances.
 - There is a new option for pain control that is up and coming; however, it is still in its infancy. This involves a very small nerve, the vagus nerve, that is reached through the ear. Efforts are ongoing to make this process a non-drug approach to controlling pain.
 - Another method being explored to treat pain/mental illness is through ultrasound. Ultra-sound is being used to stimulate certain areas of the brain for pain control and to treat mental illness.

- Elon Musk has been talking about a system called neurolink. This entails planting electrodes into the human body for various issues.
- Dr. Smith repeated the information regarding the Provider Meetings that are being held with the ADM Board.
- Dr. Smith addressed questions about where the new opioids are coming from and how street chemists are able to manufacture and offer to individuals on the internet who are willing to put anything in their bodies.

IV. Comments from the Public and Announcements

There were no comments from the Public or Announcements at this time.

V. Consent Agenda

- ADM Funding Awards Report
- New Contracts & Authorization to Sign

Mr. Craig briefly reviewed a listing of the Funding Awards for this month. There were no questions or comments regarding these awards.

MOTION by Joseph Saporito; SECOND by Elizabeth England,

That the ADM Board of Directors, approve the funding awards for April, 2020, and, having funds available and certified by the Fiscal Officer as required by ORC 5705.41(D), the Board authorizes the Executive Director 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 (individual roll call vote taken by Secretary Todd Ivan)

RESOLUTION: 05-20-02

VI. Old Business

There was no old business to discuss.

VII. New Business

- May Executive Limitations & Board Self-Monitoring Reports
 - Policy 3.8 – Governance Investment (Direct Inspection)**
 - Discussion on monitoring comments
No changed needed to policy; No action taken.
 - Policy 2.5 Financial Condition & Activities (Internal)**
 - Discussion
Discussion on monitoring feedback regarding open POs.
After some discussion regarding this topic:

MOTION: Daniel Flowers; SECONDED by Vivianne Duffrin,

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

VOTE: Yes – ALL (individual roll call vote taken by Secretary Todd Ivan)

RESOLUTION: 05-20-03

B. Budget for Board Prerogatives CY2021

Mr. Craig provided figures for previous three years of Board expenses. After review,

MOTION: Daniel Flowers; SECOND by André Thornton,

That the ADM Board of Directors allocate \$20,000 for Board prerogatives for CY2021.

VOTE: Yes – ALL (individual roll call vote taken by Secretary Todd Ivan)

RESOLUTION: 05-20-04

C. Committee Reports

1. Assurance Committee –

Dr. Todd Ivan reported on the committee's May 20th quarterly review of the Major Unusual Incidents, noting a significant decline in administrative discharges from various agencies. Committee reviewed some of the initial MEND scheduling program reporting regarding appointments and ability to use smart phones to access services. Mr. Craig reported that the upstart of MEND has been uneven in implementation, with Portage Path the farthest along. Child Guidance and CHC Addiction Services are at approx. 95% implementation, with Akron-UMADAOP. Summit County Public Health and VANTAGE Aging are using MEND, but this will be short-lived due to transition of services. Some agencies experienced issues coordinating their EHR programs with MEND. We should have sufficient date to enable the generation of reports in the third quarter to track no show rates and other appointment information. Mr. Craig also reported that the Board is in the process of talking to MEND to reconcile contract costs and may be negotiating to re-allocate some of those funds for other agency services, such as telemedicine. It was noted that Community Support Services declined to use MEND, opting instead to develop their own appointment scheduling and virtual intake platform.

2. Board Development Committee –

Committee Chair Dan Flowers thanked Mr. Williams for leadership regarding board training requirements considering difficulty scheduling with COVID-19 issues. Will continue to review over the summer months. Mr. Flowers confirmed the OhioMHAS reappointments of members Russell Ham, Vivianne Duffrin and Todd Ivan. The reappointment of Lucas Blower is pending with County Executive. An application from an outside candidate has been received and is being considered by the County Executive for appointment.

3. Executive Director Evaluation/Contract Committee

Committee Chair André Thornton reported that committee had met on May 11th and 22nd and continues to review professional development goals. Committee wishes to engage the services of Margaret Matejkovic, from Kastner Westman & Wilkins to develop the Executive Director's contract, incorporating professional development goals therein. Mr. Thornton recommended funding services by Margaret Matejkovic's at a rate of \$325 per hour for 15-20 hours of service.

MOTION made from the Executive Director Evaluation/Contract Committee

That the Board of Directors retain the services of Margaret Matejkovic, of Kastner Westman & Wilkins LLC, to assist in development of Executive Director contract, with said services to be provided at the rate of \$325 per hour, for an estimated 15-20 hours.

VOTE: Yes – ALL (individual roll call vote taken by Secretary Todd Ivan)

RESOLUTION: 05-20-04

VIII. Meeting Assessment – Mr. Williams asked members to complete on-line survey regarding meeting assessment. Results will be submitted to the Board Chair.

IX. Adjournment

Mr. Williams thanked everyone for participating in the Conference call.

MOTION: Margaret Halter, SECOND by Joseph Saporito,

That the meeting be adjourned.

VOTE: Yes – ALL (individual roll call vote taken by Secretary Todd Ivan)

RESOLUTION: 05-20-05

Mr. Williams adjourned the meeting at 7:10 p.m.

X. Next meeting scheduled: Tuesday, June 23, 2020 - Format TBD

Minutes as approved:

Minutes approved June 23, 2020

RESOLUTION: 06-20-01

Todd M. Ivan, M.D., Secretary