

LAKE COUNTY ADAMHS BOARD

Regular Board Meeting
Monday, August 17, 2020
6:00 p.m.
Zoom

Mr. Enzerra called the meeting to order 6:00 p.m.

ROLL CALL:

Members Present: Chair -- Dave Enzerra
Nancy Brown Kim Collise
Roberta Kalb Pam Kurt
Jim McBride Julia McGruder
Andy Meinhold Matt Sabo
Joanne Zeroske

Members Excused:
Les Beck Karen Sippola

Staff Present:
Kim Fraser, Executive Director
Jackie Bruner, Director of Business Operations
Greg Markell, Director of Community/Public Relations
Christine Lakomiak, Director of Quality & Clinical Operations
Matt Gundling, Staff Accountant
Kelly Tuttle, Secretary/Receptionist

Guests:
Emily Currie-Manring Catholic Charities Lisa Falkenberg Lake Health
Mike Matoney Crossroads Health Carrie Dotson Lifeline, Inc.
Mike Crislip Crossroads Health Katie Jenkins NAMI of Lake County
Karen McLeod Extended Housing Patty Smith Signature Health
Melanie Blasko Lake-Geauga Andrea Gutka WomenSafe, Inc.

Mr. Enzerra thanked everyone for “zooming” in this evening noting it is much better to have a visual than be on a phone call.

Ms. Fraser asked that when guests are not speaking to please mute themselves to keep out background noise and for Board members to announce their first name when making a motion. Please email Ms. Tuttle if you are present during the meeting so you can be added to the minutes for the record.

MINUTES OF MEETING:

Mr. Sabo moved to accept the minutes of the June 15, 2020 annual Board meeting as mailed. The motion was seconded by Mr. McBride and the Motion Passed Unanimously. (21-001)

CORRESPONDENCE:

There was no correspondence.

FINANCIAL REPORT:

Ms. Bruner read the financial report of Board operations for the month of June 2020 as follows:

Beginning Cash Journal Balance	\$5,593,326.65
Plus: Cash Receipts for the Month	\$ 288,590.72

Total to Account For	\$5,881,917.37
Minus: Cash Disbursements for the Month	\$1,365,355.96
Ending Period Adjustments	\$ 00.00
Ending Cash Journal Balance	\$4,516,561.41

Ms. Bruner read the financial report of Board operations for the month of July 2020 as follows:

Beginning Cash Journal Balance	\$4,516,561.41
Plus: Cash Receipts for the Month	\$ 114,839.77
Total to Account For	\$4,631,401.18
Minus: Cash Disbursements for the Month	\$1,385,444.55
Ending Period Adjustments	\$ 00.00
Ending Cash Journal Balance	\$3,245,956.63

Ms. Brown moved to accept the financial report for the month of June and July 2020 as read. Seconded by Mr. McBride, the Motion Passed Unanimously. (21-002)

PUBLIC COMMENT ON AGENDA ITEMS & INTRODUCTIONS OF GUESTS:

Guests were welcomed and invited to comment on any agenda items.

EXECUTIVE DIRECTOR’S REPORT:

Ms. Fraser stated that at this time Board staff is continuing with our 60/40 hybrid plan in terms of remote office. If we move to Level 3, we will go to an all remote office. We will continue to assess to determine when we can return to the office full time. As we’re entering flu season, we need to be even more cautious and will only make the decision to return to a full time office when it makes sense from a health and safety standpoint. All staff members have done a remarkable job keeping our services operating in an efficient and effective manner.

Ms. Fraser reported that statewide and nationally suicide and drug overdose rates are rising quickly. Fortunately at this time Lake County has not experienced surges in those areas. We continue to prioritize awareness and access. Ms. Tenkku received certification to conduct QPR Gatekeeper trainings right before quarantine; so far she has trained 64 people -- 53 of them being community members not linked to social services. She continues to provide QPR via Zoom and should have another 20 people trained as Gatekeepers before August is over. The Suicide Prevention Coalition provided suicide prevention materials to over 122 family physicians, pediatrics, and internal medicine offices within Lake County and also provided ongoing training on mental illness to first responders, new Lake Tran employees, and parents at a Mentor Middle School. The Coalition is also strengthening relationships with the faith-based community.

Mr. McBride asked if anyone from the Veteran’s Services is on the Coalition. Ms. Lakomiak stated that there was no one at this time but they could make an outreach.

Ms. Fraser noted that we continue to support the Opiate Recovery Transition Program and that our current 2-year State Opiate Response grant expires in October. Board staff is pursuing additional funding through the SOR 2.0 grant in the next month and hope to enhance our current program.

Ms. Fraser stated that Empowerment “You, Me, Us” videos have been circulating and Ms. Tenkku is working on second series to include ADAMHS overview, Suicide Prevention including a QPR training promo, Telehealth, and substance use disorder basics along with updates on purging unused medications.

Ms. Fraser announced that the majority of our state and federal funding levels have been received. At this point most grants and allocations have come in at the same level as FY2020; however we have been cautioned that we could still see cuts to the current year's funding. Additionally, we still do not know how the pandemic will impact our local levy collections. As a reminder, we currently manage over 20 distinct federal, state and local funding streams, each of which has its own rules and restrictions in terms of how the funds can be invested. As I emailed out last week, we are going through the reconciliation process right now. This obviously is an extremely complex and comprehensive process, as we need to ensure that funds are invested only in approved programming, consistent with our board's strategic objectives, priorities, rules and regulations. We are also beginning fiscal update meetings with providers as early as next week to begin looking at where we may need to adjust FY2021 contracts. As a reminder we currently contract with 14 provider agencies, and invest in 119 distinct services within those agencies.

Ms. Fraser noted that we are now in 6-month extension contracts of our FY2020 contracts – a decision which was made because of COVID and the unpredictable environment, Board staff is now recommending that contracts be extended through the end of the fiscal year, June 30, 2021. In reality, we don't have adequate information, and the environment is too unsettled, to try to have providers write proposals for January through June. Our recommendation is that we continue extension contracts through the end of the fiscal year, and go through the RFP process in March when things should be more settled. We still have the opportunity to make adjustments to current contracts, based on any fiscal or programmatic changes, through board action.

Ms. Fraser stated that Board staff continues to work with providers on their COVID policies and has asked all agencies to provide us with the following information: Current mask policy and protocol when violated; number of clients testing positive and protocol; number of staff testing positive and protocol; and their plan of action when vaccine is available; protocol when high risk population (congregate settings, etc.) refuses vaccine. We're continuing to work with providers to make sure they have sufficient PPE. Communication with providers has been and continues to be very strong.

Ms. Fraser reported that the Week of Appreciation to honor first responders, residential and front line workers will be September 20-26. Board staff is looking at fun and creative ways to honor them through unique PPE.

EXECUTIVE COMMITTEE REPORT:

On behalf of the Executive Committee, Mr. Meinhold moved that the full Board approve the submission of the Lake County ADAMHS Board's SFY2021-2022 Community Plan. The motion was seconded by Mr. Sabo. After discussion the Board voted and the Motion Passed Unanimously. (21-003)

Ms. Fraser noted that the plan is annually updated and is requirement in the Ohio Revised Code.

On behalf of the Executive Committee, Ms. Kalb moved that the full Board approve the FY2021 Health Officers, per the recommendation of the Director of Quality and Clinical Operations, and upon successful completion of the Lake County ADAMHS Board Health Officer Training. The motion was seconded by Ms. Zeroske. After discussion the Board voted and the Motion Passed Unanimously. (21-004)

On behalf of the Executive Committee, Mr. Sabo moved that the full Board extend FY2020 non-Medicaid contracts through December 31, 2020, and to authorize the Executive Director to send correspondence to all

current providers extending current contracts. The motion was seconded by Ms. Zeroske. As there was no discussion the Board voted and the Motion Passed Unanimously. (21-005)

On behalf of the Executive Committee, Mr. Meinhold moved that the full Board increase the Lake County ADAMHS Board Capital Line Item by \$300,000; funds will come out of reserves. Reserves will be replenished upon reconciliation. The Motion was seconded by Ms. Brown. After discussion the Board voted and the Motion Passed Unanimously. (21-006)

Mr. McBride asked if there were enough reconciled dollars to replenish the reserves in full. Ms. Fraser stated that with reconciliations and budgeted but unspent dollars the Board will be able to replenish the reserves in full.

On behalf of the Executive Committee, Ms. Kalb moved that the full Board increase the Lake County ADAMHS Board COVID-19 Line Item by \$200,000; funds will come out of reserves. Reserves will be replenished upon reconciliation. The motion was seconded by Mr. Meinhold. After discussion the Board voted and the Motion Passed Unanimously. (21-007)

On behalf of the Executive Committee, Mr. Sabo moved that the full Board enter into an FY2020 one-time non-Medicaid contract with Extended Housing in an amount not to exceed \$6,365.75 to support PPE needs directly related to the COVID-19 pandemic. The motion was seconded by Ms. Zeroske. After discussion the Board voted and the Motion Passed Unanimously. (21-008)

Ms. Fraser noted that payments for COVID related expenses are cash on receipt.

On behalf of the Executive Committee, Mr. Meinhold moved that the full Board enter into a FY2020 one-time non-Medicaid contract with Crossroads Health in an amount not to exceed \$70,021.56 to support PPE and technology needs directly related to the COVID-19 pandemic. The motion was seconded by Ms. Kalb. As there was no discussion the Board voted and the Motion Passed Unanimously. (21-009)

On behalf of the Executive Committee, Ms. Kalb moved that the full Board enter into an FY2020 one-time non-Medicaid contract with Cleveland Rape Crisis Center in an amount not to exceed \$11,301.94 to support bringing telehealth to Lake County residents directly related to the COVID-19 pandemic. The motion was seconded by Ms. Collise. As there was no discussion the Board voted and the Motion Passed Unanimously. (21-010)

Mr. McBride noted as a former police officer he would like to thank them for providing this great service.

*As the **EVALUATION/QUALITY IMPROVEMENT COMMITTEE** did not meet since the last full Board meeting, the Board moved on to the next agenda item*

*As the **PROGRAM COMMITTEE** did not meet since the last full Board meeting, the Board moved on to the next agenda item*

*As the **ALLOCATION COMMITTEE** did not meet since the last full Board meeting, the Board moved on to the next agenda item*

*As the **LONG-RANGE PLANNING COMMITTEE** did not meet since the last full Board meeting, the Board moved on to the next agenda item*

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Payment of Bills Mr. McBride moved that the Board approve the August bills totaling \$1,092,629.25 be paid as presented. The motion was seconded by Ms. Kalb. As there was no discussion the Board voted and the Motion Passed Unanimously. (21-011)

EXECUTIVE SESSION:

Mr. Sabo moved that the full Board, by roll call vote, enter into Executive Session to discuss personnel issues. The motion was seconded by Ms. Zeroske.

The roll call was taken and the Motion Passed Unanimously. (21-012). The Board went into Executive Session at 6:40 p.m. and everyone was asked to log off of the meeting.

Ms. Zeroske made a motion to exit Executive Session. The motion was seconded by Mr. Meinhold a roll call vote was taken and the Motion Passed Unanimously. (21-013)

Ms. Zeroske moved that the full Board approve a 5% salary increase for the Executive Director, effective July 1, 2020. The motion was seconded by Ms. Brown and the Motion Passed Unanimously. (21-014)

As there was no further business, Ms. Zeroske moved for adjournment at 7:15 p.m. The motion was seconded by Mr. Sabo and the Motion Passed Unanimously. (21-015)

Respectfully submitted,

Dave Enzerra
Chair

Roberta Kalb
Secretary