

**LAKE COUNTY ADAMHS BOARD**

Regular Board Meeting

Monday, May 17, 2021

6:00 p.m.

Zoom

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

**ROLL CALL:**

Members Present: Chair -- Dave Enzerra

Les Beck	Kim Collise
Roberta Kalb	Pam Kurt
Jim McBride	Andy Meinhold
Matt Sabo	Karen Sippola
Joanne Zeroske	

Members Excused:

Nancy Brown	Julia McGruder
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Staff Present:

Kim Fraser, Executive Director  
Jackie Bruner, Director of Business Operations  
Greg Markell, Director of Community/Public Affairs  
Christine Lakomiak, Director of Clinical & Quality  
Kelly Tuttle, Secretary/Receptionist  
Danette Richards, Triage Specialist  
Amy Tulenson, Transportation Coordinator  
Eryn Medved, Staff Accountant

Guests:

Damir Pavicic	Bridges	Carrie Dotson	Lifeline, Inc.
Carol Casey	Bridges	Katie Jenkins	NAMI of Lake County
Craig Hargenrader	Crossroads Health	Jonathan Lee	Signature Health
Shayna Jackson	Crossroads Health	Sara November	Signature Health
Karen McLeod	Extended Housing	Sam Braun	Signature Health
Tiffany Johnson	Extended Housing	Mary Wynn-Peaspanen	Signature/Family Planning
Kathy Strancar	Forbes House	Tia Lawrence	Torchlight Youth Mentoring
Melanie Blasko	Lake Geauga	Andrea Gutka	WomenSafe, Inc.
Lisa Falkenberg	Lake Health	Charles Stennis	

Ms. Fraser asked that when guests are not speaking to please keep muted to keep out background noise. Board staff have established Zoom meeting protocols and are taking every precaution possible to ensure we do not have anyone attempt to disrupt our meeting; that said, if we do experience any disruption in the meeting, we will immediately end the Zoom session and will ask everyone to disconnect and then rejoin.

**MINUTES OF MEETING:**

Mr. Meinhold moved to accept the minutes of the April 19, 2021 regular Board meeting as mailed. The motion was seconded by Ms. Sippola and the Motion Passed Unanimously. (21-091)

**CORRESPONDENCE:**

Ms. Fraser stated that Ms. Paratore resigned from the Board effective May 11<sup>th</sup> due to a potential conflict of interest regarding her employment and the ADAMHS Board.

**FINANCIAL REPORT:**

Ms. Medved read the financial report of Board operations for the month of April 2021 as follows:

Beginning Cash Journal Balance .....	\$6,586,029.53
Plus: Cash Receipts for the Month .....	\$1,603,102.81
Total to Account For .....	\$8,189,132.34
Minus: Cash Disbursements for the Month .....	\$1,605,499.49
Ending Period Adjustments	\$ 0.00
Ending Cash Journal Balance .....	\$6,583,632.85

Mr. Sabo moved to accept the financial report for the month of April 2021 as read. Seconded by Mr. McBride, the Motion Passed Unanimously. (21-092)

**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 announced that Board staff has returned to the office three days a week. June 1<sup>st</sup> staff will be back in the office five days a week. Following the CDC guidelines, anyone who has been fully vaccinated does not have to wear a mask if they choose. Visitors are continuing to be limited. In June meetings will be held via Zoom. There will be no July Board and/or Committee meetings.

Ms. Fraser reminded that a Gambling, Gaming and Technology training opportunity was sent to Board members. The training will be held on May 25<sup>th</sup>. Claire Spada, Gambling Prevention Specialist at Lake-Geauga Recovery Centers, provides an extremely informative and interesting presentation on the latest updates relative to gaming and gambling in Ohio. If you're interested in participating, please contact Ms. Tuttle.

Ms. Fraser stated that there has been a lot of work done on the marketing front. Mr. Markell has moved us in a positive direction and she wanted to give him a few minutes to update everyone.

Mr. Markell thanked everyone for their participation on the yard sign campaign. It has made a big impact. Currently there are signs on Laketrans buses through the end of May. During the pandemic, there were lots of social media posts trying to get the word about our services; realizing that there were a lot of people struggling. On social media there are currently posts about mental health awareness for the month of May. Please share these posts and stay tuned for more. This is an ongoing process.

Mr. Markell stated that Board members can be a really important link to presentation opportunities. Presentations are a great way to get the word out of why we matter and what we do. Ms. Tenkku is an excellent speaker and can present on many behavioral health topics and can be as short as 20 minutes or as long as 1.5 hours. Presentations can be customized to the audience.

Mr. Markell shared he is embarking on a redo of helpthatworks.us. The vision is it will be a much more inclusive, broader website. The Suicide Prevention and Opiate Task force URL's will be eliminated and will be included on the updated website. It will be easy to navigate. A prominent link will be included for CALMHS.

Ms. Fraser stated that she will be giving an overview of SFY22 Request for Proposals (RFP). No new organizations submitted a proposal. The proposals were strong. The fact that we have such strong and ongoing relationships with providers is what leads to being a really relatively easy process. In June we may not

have to hold committee meetings. Agencies are proposing to address the needs of our community in ways they have been doing for some time.

Ms. Fraser presented a power point highlighting the ADAMHS Board guiding principles, Recovery-Oriented System of Care (ROSC) and behavioral health continuum. Every investment made must be based on the provision of a comprehensive continuum of care.

Ms. Fraser reviewed SFY22 RFP's received as follows:

Bridges (no change) – is a consumer operated organization; focuses on empowerment, recovery and education. They have been a cornerstone of our array of services for decades.

Discussion: How many active participants do they have? Increased? Decreased? Flat? Bridges has seen a steady increase in participation. With COVID things changed but they adjusted to serving individuals by phone and mailings. Regular membership is between 75 and 100 consumers but there are continually new members coming in while others are moving on. This is not a static group which is important as they are nurturing new individuals.

Catholic Charities (increase) – offers clinical and non-clinical services for youth, adults and families along with support services for minority populations and children of incarcerated parents. They provide some of the core behavioral services. The strong driver in our community is their support services to minority populations, Family of Promise and interpretation services.

Requested an increase in Minority Outreach and the Families of Promise programs due to an increase in demand.

Cleveland Rape Crisis Center (increase) – provides clinical and non-clinical mental health services for all ages. They are our primary provider of support services for survivors of sexual violence. They promote healing, are strong advocates and provide support services in emergency departments, courts and schools. Cleveland Rape Crisis Center continues an important and significant presence in Lake County.

Requested increases due to substantial cuts in Federal VOCA funds and continue significant and an important presence in Lake County.

Crossroads Health (increase) – provides a significant array of mental health and SUD clinical and non-clinical services for youth, adults and families. They provide core clinical services, employment services, criminal justice, have a presence in the Lake County Jail, work with the courts, crisis hotline, mobile crisis, school based services in all Lake County schools, and added North Coast House residential treatment services in their array of services.

Requested increase is for the addition of North Coast House residential and for expanded hours for the mobile crisis unit.

Extended Housing (decrease) – is our primary housing organization; they provide non-clinical mental health and SUD services to adults and families. They purchase and manage properties and are the owners of our three group homes. Extended Housing also provides rental assistance, supportive housing and homeless outreach services.

Decrease is due to discontinuation of residential treatment.

Discussion: Do the houses operate at capacity? They operate at capacity almost exclusively with waiting lists. There is a housing committee that continually assesses and there is almost never a vacancy.

Lake-Geauga Recovery Centers (increase) – provides clinical and non-clinical services to adults and families. They also provide core clinical services, prevention, education, family support, problem gambling, residential treatment, and recovery housing. Recovery housing is a critical level of care and has a positive impact for those served.

Requested increase includes weekend intensive outpatient coverage and expanding residential support. The request does not include recovery housing as services are funded via state and federal grants.

Lake Health (no change) – provides mental health and SUD clinical services 24/7 in Lake Health emergency departments for individuals experiencing urgent behavioral health issues. On average, they see over 350 people each month. The on-site team oversees evaluation, development of a plan, and referrals to appropriate resources. Peer support services are also provided which is vital. ADAMHS Staff is working closely with Lake Health and University Hospitals to make sure it is a seamless transition from the behavioral health standpoint.

Lifeline, Inc. (increase) – provides mental health and SUD non-clinical supports to all ages. They are the home to 211 Lake County. They have continued to grow and expand; providing new innovative ways to support our community. Lifeline also provides community transition/re-entry, the Kinship Navigator program and Guardianship program.

Requested increase in funding due to 211 based cuts from other investors. 211 Lake County is the only 211 in the state that does not receive funding from their local United Way. It is important to continue this service for our community. Ms. Fraser noted it appears our local investment in re-entry is nominal; but the program is funded largely via state and federal grants. This is a great example of how a small local investment leverages much larger dollars from other sources.

NAMI of Lake County (decrease) – provides non-clinical services for adults, youth and family. They are the local chapter of the National Alliance on Mental Illness. They provide family support services, a number of support groups, advocacy and education to our community.

Requested decrease due to the discontinuation of the Ombudsman Program (services transferring to the Compass Line).

Northcoast Behavioral Healthcare (no change) – provides mental health clinical services at Willoughby Place and Madison Place. The residential facilities for severely mentally disabled adults both have eight beds and focus on skills to facilitate independence skills. They continually assess an individual's needs. Typically an individual may stay 6-12 months or longer.

Signature Health – includes Family Planning (decrease) – provides clinical and non-clinical mental health and SUD services to youth, adults and families. They provide core behavioral health services, vital liaison services to local hospitals, reproductive health programming, life skills development and a wellness program. They have integrated physical health in meaningful ways in their treatment array.

The BH Liaison program is funded jointly by the local dollars as well as state and federal grants. Signature Health included a diversity, equity and inclusion plan in their proposal that was exceptional.

Requested decrease due to the agency's diversified funding sources; Signature is ~~also~~ a Federally Qualified Healthcare Center, the only one in Lake County. While they have requested a decrease, it does not represent a decrease in services they provide on behalf of our Board or system. They are able to find alternative funding streams.

Torchlight Youth Mentoring (increase) – provides mental health non-clinical services for youth and families through prevention and mentoring programs. They are vital in identifying adult volunteers and pairing them with youth in the community who are in need of guidance. They provide this through community and school based programming. They also provide a foster care transition program for youth in the custody of Job and Family Services to help stabilize and provide an opportunity at greater success through their lives.

Requested increase due to the high demand in services.

Windsor-Laurelwood (no change) – provides mental health and SUD clinical and non-clinical services for youth and adults. They provide mental health inpatient psychiatric care and they are the home to our Opiate Recovery Transition program.

WomenSafe (increase) – provides mental health and non-clinical services for adults, youth and family. They provide situation specific core behavioral health services directed around their unique situation as victims and survivors of domestic violence. For Lake County residents they provide emergency shelter, aftercare, support services, prevention, education and advocacy.

Requested a nominal increase due to line item adjustments.

We have not received final numbers on federal, state or local dollars. Our overall projected revenue is \$15,255,440. After backing out pass through funding, Board operating expenses, and system-wide operating, the projected net non-Medicaid revenue available for contracting is \$11,589,626 and the requested funding is \$11,963,043. Ms. Fraser stated that if proposals are accepted as presented we would be deficit financing in the amount of \$373,417. We may see some changes in these requests in the next month. It would not be unusual for staff to recommend moving forward with deficit financing in that amount. We anticipate that some FY2021 contracts will be underspent and we anticipate reconciled dollars.

Ms. Fraser stated that the Program and Allocation Committee meetings will meet as needed and formal recommendations will be made at the June annual meeting. If Board members have any questions, please let her know at any time. If a Board member does not feel comfortable voting on a certain contract agency due to personal reasons, they are free to abstain from the vote.

Mr. Enzerra thanked Ms. Fraser for the comprehensive overview of the proposals and the additional details that were provided to the Board so they had that in front of them.

Mr. Sabo asked that Ms. Fraser email the presentation to Board members. It was a nice overview of the agencies and it will help to look over the spreadsheet and compare the two documents.

Mr. Enzerra observed that summing up all of the requests the change from last fiscal year to this fiscal year is roughly about \$214,000 which is 1.7% increase relative to last year.

Ms. Fraser stated she will follow-up in a week or so with Board members to ask if they have sufficient information or if they would like to delve into more information through a Program or Allocation Committee meeting. She and Mr. Enzerra will decide together if there is a need to call committee meetings.

**EXECUTIVE COMMITTEE REPORT:**

Mr. Enzerra reported that the Executive Committee met prior to the Board meeting and the following items were discussed:

On behalf of the Executive Committee, Mr. Sabo moved to approve the 6 months board meeting schedule as presented. The motion was seconded by Mr. Meinhold and the Motion Passed Unanimously. (21-093)

On behalf of the Executive Committee, Mr. Meinhold moved to approve the FY2021 one-time non-Medicaid request from Extended Housing for an amount not to exceed \$4,291.14 for goods and services **directly related to the COVID-19 pandemic**. The motion was seconded by Ms. Kalb. After discussion the Board voted and the Motion Passed Unanimously. (21-094)

Ms. Fraser stated that we encourage providers to continue to submit requests for COVID related expenses. These are specifically towards those individuals who had to establish at home offices due to the pandemic.

On behalf of the Executive Committee, Ms. Kalb moved to approve the FY2021 one-time non-Medicaid request from Extended Housing for an amount not to exceed \$26,300 for Shelter Plus Care rental support. The motion was seconded by Mr. McBride. After discussion the Board voted and the Motion Passed Unanimously. (21-095)

Ms. Fraser stated that Shelter Plus Care are federal dollars that are used for rental assistance and behavioral support. They receive several hundred thousand in grant dollars and need to estimate based on a projection of income, social security, etc. For this current year they over budgeted, committing rental payments that were above what they were able to draw in.

On behalf of the Executive Committee, Mr. Sabo moved to approve the FY2021 one-time non-Medicaid request from Lake-Geauga Recovery Centers for an amount not to exceed \$2,667 for Weekend IOP supportive services. The motion was seconded by Ms. Kalb. After discussion the Board voted and the Motion Passed Unanimously. (21-096)

Ms. Fraser stated that the weekend IOP is an unmet need they would like to start up and fully implement in FY2022.

On behalf of the Executive Committee, Mr. Meinhold moved to approve the FY2021 one-time non-Medicaid grant with Lifeline for an amount not to exceed \$50,000 for Community Transition Program. This is state pass-thru funding. The motion was seconded by Ms. Kalb. After discussion the Board voted and the Motion Passed Unanimously. (21-097)

Ms. Fraser stated the dollars support those coming back into the community from prison. These are additional pass thru dollars that were awarded by the state.

On behalf of the Executive Committee, Mr. Sabo moved to approve to approve the FY21 Health Officers as recommended by the Director of Quality and Clinical Operations, and pending successful completion of training. The motion was seconded by Mr. McBride. After discussion the Board voted and the Motion Passed Unanimously. (21-098)

**EVALUATION/QUALITY IMPROVEMENT COMMITTEE REPORT:**

Mr. Meinhold reported that the Evaluation/Quality Improvement Committee met on May 10th and the following items were discussed:

Quality Improvement Review of Catholic Charities Ms. Currie Manring presented a power point on Catholic Charities of Lake County noting that they will be celebrating their 75<sup>th</sup> anniversary this year. The ADAMHS Board funds the following programs: Mental Health assessment/counseling, Substance use assessments, Families of Promise and Minority Outreach. Other programs they provide not funded by the Board include: Case Management & Employment, Food Force and Help Me Grow.

Catholic Charities provides mental health counseling; 43% of whom are Spanish speaking. Counseling services include individual, families, couples and group. The agency offers SUD assessments and refers clients to services at other agencies.

Ms. Currie-Manring stated that the Families of Promise program provides behavioral health and other supports for children and their caregivers impacted by incarceration, with the goal of preventing generational incarceration and child abuse.

The Minority Outreach Program offers low cost immigration assistance, bilingual counseling services, emergency financial assistance, education groups, case management and social service interventions.

Ms. Currie-Manring reported that during COVID they continued to provide services in all programs either safely outdoors, via Zoom or telehealth. They provided financial outreach to 50 families in any programming. During this time they also switched to an on-line interpretation platform to continue providing remote interpretation services to the ADAMHS Board network of providers which has worked out well and is more efficient. Ms. Lakomiak conducted the agencies Quality Improvement Review and found them in full compliance.

On behalf of the Evaluation/Quality Improvement Committee, Mr. Meinhold moved that the full Board accept Catholic Charities of Lake County's Quality Improvement plan as presented. The motion was seconded by Ms. Zeroske and the Motion Passed Unanimously. (21-099)

Quality Improvement Review of Torchlight Youth Mentoring Mr. Kehres thanked the Board for all of their support during COVID to make the agency fiscally sound. Due to COVID they were not able to hold any of their fundraising events.

Mr. Kehres stated that Torchlight Youth Mentoring assists youth in reaching their highest potential as caring and responsible adults. This takes place through mentoring relationships. They also offer a Foster Care program, Kinship program and an after school program. During COVID they were able to adopt zoom. The platform allowed for volunteers to see the kids. Staff continued to work remotely with internet enabled laptops previously purchased by ADAMHS Board funds. Fewer kids participated in afterschool programs and inquiries were down but the mentoring program remained the same with volunteers committed to staying with kids. The Kinship program volunteers spent time with littles and helped with homework in person.

Due to the drop in fundraising and cuts from United Way, Mr. Kehres reported that they are trying to secure more stable funding through the ADAMHS Boards and Job and Family Services.

Discussion: Will you be holding any upcoming fundraisers soon? Yes, they are planning to go forward with the Festival of Trees fundraiser at a lesser capacity and attach an online feature to the event to raise the same amount of dollars.

Ms. Lakomiak conducted the agencies Quality Improvement Review and found them in full compliance.

On behalf of the Evaluation/Quality Improvement Committee, Mr. Meinhold moved that the full Board accept Torchlight Youth Mentoring's Quality Improvement plan as presented. The motion was seconded by Mr. McBride and the Motion Passed Unanimously. (21-100)

Next meeting date – To be announced

*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*

#### **NOMINATING COMMITTEE REPORT:**

Ms. Sippola reported that the Nominating Committee met on May 10<sup>th</sup> to determine a SFY22 Slate of Officers. The SFY20 Slate of Officers that will be brought before the Board are: Andy Meinhold (chair), Matt Sabo (vice-chair), Roberta Kalb (Treasurer), Joanne Zeroske (Secretary) and Dave Enzerra (past-chair).

Ms. Sippola will confirm with candidates their willingness to serve. If all accept, this slate of officers will be presented for consideration and vote before the full Board at the Annual Board Meeting (June 21, 2021) at which time the Board Chair will also accept nominations from the floor.

#### **OLD BUSINESS:**

There was no old business.

#### **NEW BUSINESS:**

Payment of Bills Mr. Sabo moved that the Board approve the May bills totaling \$1,195,861.81 be paid as presented. The motion was seconded by Ms. Kalb. After discussion the Board voted and the Motion Passed Unanimously. (21-101)

#### **GOOD OF THE GROUP:**

Ms. Zeroske asked about planning for executive director salary review. Mr. Enzerra stated that comparative data has been shared with executive committee; the data and subsequent recommendations will be brought before the full board in June.

As there was no further business, Mr. Sabo moved for adjournment at 7:11 p.m. The motion was seconded by Mr. Meinhold and the Motion Passed Unanimously. (21-102)

Respectfully submitted,

Dave Enzerra  
Chair

Roberta Kalb  
Secretary