

**LAKE COUNTY ADAMHS BOARD**

Regular Board Meeting

Monday, April 17, 2023

6:00 p.m.

Lake County ADAMHS Board, One Victoria Place, Suite 201, Painesville

Mr. Sabo called the meeting to order 6:12 p.m.

**ROLL CALL:**

Members Present: Chair -- Matt Sabo

DaveENZerra	Mike Hatton
Roberta Kalb	Stacy Kramer
Pam Kurt	Curtis Lau
Nicole Parker	Martin Phillips
Jeffrey Taylor	Amber Torres Gonzalez
Joanne Zeroske	

Members Excused:

Kim Collise	Carl Dondorfer
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Staff Present:

Kim Fraser, Executive Director  
 Jackie Bruner, Director of Business Operations  
 Dan Rowles, Director of Quality & Clinical Operations  
 David Schick, Director of Marketing & Communications  
 Kelly Tuttle, Secretary/Receptionist  
 Danette Richards, Triage Specialist  
 Amy Tulenson, Transportation Coordinator  
 Milica Radivojevic, Staff Accountant

Guests:

Damir Pavicic	Bridges	Carrie Dotson	Lifeline, Inc.
Emily Currie-Manring	Catholic Charities	Matt Selker	NAMI
Shayna Jackson	Crossroads Health	Tia Lawrence	Torchlight
Karen McLeod	Extended Housing	Lisa Courtot	UH/Lake Health
Meg Hagan	Family Pride	Michelle Giancola	Windsor-Laurelwood
Ann Marie Raddell	Fine Arts Association	Andrea Gutka	WomenSafe
Melanie Blasko	Lake-Geauga Recovery		

**MINUTES OF MEETING:**

Ms. Parker moved to accept the minutes of the March 20, 2023 regular Board meeting as mailed. The motion was seconded by Mr. Phillips and the Motion Passed Unanimously. (23-088)

**CORRESPONDENCE:**

There was no correspondence to report.

**FINANCIAL REPORT:**

Ms. Radivojevic read the financial report of Board operations for the month of March 2023 as follows:

Beginning Cash Balance	.....	\$4,325,788.19
Plus: Cash Receipts for the Month	.....	\$ 157,932.65
Total to Account For	.....	\$4,483,720.84
Minus: Cash Disbursements for the Month	.....	\$1,097,080.66
Ending Period Adjustments		\$ 00.00
Ending Cash Journal Balance	.....	\$3,386,640.18

Mr. Lau moved to accept the financial report for the month of March as read. The motion was seconded by Mr. Enzerra and the Motion Passed Unanimously. (23-089)

**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 reported that the Board is partnering with the Lake County Captains on their reading challenge and have distributed 18,000 flyers to Lake County residents with information on substance use, depression, gambling and mental health. Mr. Schick noted the Board will also sponsor a new initiative; Hometown Hero night where we will recognize a behavioral health professional from each agency on Friday, August 18<sup>th</sup>. More details will follow.

Mr. Schick stated that sample t-shirts were available for Board members to look at if they are interested in getting one with the ADAMHS logo. These will be nice to have this summer when representing the Board at upcoming events. Please let him know which size you would like.

Ms. Fraser reminded the Celebrity Art Auction is on Thursday, May 11<sup>th</sup>. If you would like to reserve a table and have not done so already, please contact Ms. Tuttle.

Ms. Fraser announced the Data Spotlight this month is on the major data initiative Board staff has been working on; merging data from Filemaker and GOSH into a program called Power BI. She turned the presentation over to Ms. Tulenson and Ms. Richards who explained the Filemaker dashboards and reports; noting the types of data agencies are inputting into Filemaker and the process. The process has been more in-depth in order to connect clients and data in both systems. Mr. Rowles shared that we are currently on the last milestone of the data project. He noted that the blended data will refresh so that we will have the most accurate information as needed. The merged data will also give us the ability to be more proactive with service planning and implementation. There will be ongoing data refinement and maintenance so the model can continue to incorporate new data and grow to create further connections between both data collection systems.

Ms. Zeroske noted it will be interesting over time to see trends and have the capability to do analysis going forward. It will be great to have the ability to be more proactive instead of reactive.

Mr. Sabo thanked Board staff for the tremendous undertaking and for their time and effort. It is much appreciated.

Ms. Fraser asked that if Board members had any questions to please reach out to her. This data will be instrumental on an ongoing basis.

**EXECUTIVE COMMITTEE REPORT:**

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

On behalf of the Executive Committee, Ms. Kalb moved that the full Board make the following line item adjustment to the SFY 2023 Crossroads Health Non-Medicaid contract: increase Crisis Hotline \$65,000; increase Dual Diagnosis \$9,000; increase Employment Services \$75,000; increase Evaluation & Management \$150,000; increase Forensics \$66,878; decrease Non-Medicaid Groups \$30,182; decrease Intake & Consultation \$27,510; increase Jail Treatment Program \$50,000; decrease MH Day Treatment \$49,700;

increase North Coast House \$106,885; decrease Peer Support Groups \$11,544; increase SUD Prevention \$32,708; increase Psychotherapy for Crisis \$70,000; increase SUD Stabilization Program \$25,000; decrease Wellness Clinic \$7,887; increase Wrap Around \$8,340; decrease Community Services \$451,988; increase Crisis outreach \$30,000; decrease MH Psychotherapy \$110,000 for a budget neutral line item adjustment. The motion was seconded by Ms. Zeroske and the Motion Passed Unanimously. (23-090)

Ms. Fraser noted this was the last opportunity for provider agencies to do line-item adjustments. Behind all of these adjustments Board staff is working with the agencies; noting there is rationale behind each of the proposed adjustments.

On behalf of the Executive Committee, Ms. Zeroske moved that the full Board make the following line item adjustments to the SFY 2023 Extended Housing Non-Medicaid contract: decrease Emergency Housing Voucher Program \$8,800; increase Housing Subsidy Grant Program \$8,800 for a budget neutral line item adjustment. The motion was seconded by Mr. Phillips and the Motion Passed Unanimously. (23-091)

On behalf of the Executive Committee, Ms. Kalb moved that the full Board make the following line item adjustments to the SFY 2023 Lake Geauga Recovery Centers Non-Medicaid contract: decrease SUD Intensive Outpatient Program \$14,000; increase Family Group \$10,000; increase Info and Referral \$4,000; decrease SUD Liaison \$2,807; decrease Residential Support \$3,000; decrease Peer Recovery Support \$27,000; increase Group Counseling grant \$20,000; increase Workforce Development \$12,807 for a budget neutral line item adjustment. The motion was seconded by Ms. Zeroske and the Motion Passed Unanimously. (23-092)

On behalf of the Executive Committee, Ms. Zeroske moved that the full Board make the following line item adjustment to the SFY 2023 Signature Health Non-Medicaid contract: decrease SUD Intensive Outpatient Program \$25,000; increase MH Community Services \$25,000; increase Wrap Around Services \$5,000; increase workforce development \$35,000; decrease Patient Navigator Program \$40,000 for a budget neutral line item adjustment. The motion was seconded by Ms. Parker and the Motion Passed Unanimously. (23-093)

On behalf of the Executive Committee, Ms. Kalb moved that the full Board make the following line item adjustments to the board operating expenditure report: increase Printing and Advertising (account 653) \$15,000; increase Life Insurance (account 561) \$36. This adjustment will be taken out of cash reserves. The motion was seconded by Mr. Phillips and the Motion Passed Unanimously. (23-094)

On behalf of the Executive Committee, Ms. Zeroske moved that the full Board change the May Board meeting date to May 22, 2023. The motion was seconded by Ms. Kurt. After discussion the Board voted and the Motion Passed Unanimously. (23-095)

Ms. Fraser noted the additional week will allow Board staff to go through proposals. This is an update year so we don't expect major changes. Recommendations will go to the Board prior to the meeting and assuming there is no major disruptions; we will ask the Board to vote on contracts that would start on July 1, 2023.

#### **EVALUATION/QUALITY IMPROVEMENT COMMITTEE REPORT:**

Ms. Kurt reported that the Evaluation/Quality Improvement Committee met on April 10th and the following items were discussed:

Quality Improvement Review of Lifeline, Inc. Ms. Best reviewed the history and programming at Lifeline. She stated that every two years an assessment is done to determine the services provided to meet the needs of

the community. She listed all of their programming noting that the ones funded by the Board include Volunteer Guardianship, Re-entry Kinship Navigator and 211.

Ms. Best stated that 211 is Lake County's toll-free information and referral hotline. It operates 24/7; 365 days a year. Anyone can dial 211 and there is an online resource database. Special projects coordinated through 211 include texting platform, coordinated entry for Project Hope, Special Needs Registry, VITA Tax Clinic Scheduling and Lake County Mobile Pantry Food for Seniors. In 2022, there were 22,021 incoming calls 8833 unique web searches on the online database.

Ms. Best shared that the Volunteer Guardian Program matches volunteer guardians with elderly, developmentally disabled or those struggling with mental illness. They have seen a shift with having more complex mental health wards who are assigned to trained staff. 600 volunteer hours were donated in 2022.

Ms. Best reported that the Kinship Navigator Program assist families raising children who are not their own; connecting them to services, facilitating monthly education workshops and peer support groups. A monthly newsletter is also distributed to caregivers. 289 resource sessions were provided.

The Re-Entry program assists those who have been incarcerated to reenter society with the proper support system in place and basic needs met to help reduce overall recidivism. 307 resource appointments were completed for ex-offenders.

Mr. Rowles has reviewed the agency's QI plan. It is in compliance with their certification through OhioMHAS and it is his recommendation that we approve their plan.

On behalf of the Evaluation/Quality Improvement Committee, Ms. Kurt moved that the full Board accept Lifeline's Quality Improvement Plan. The motion was seconded by Ms. Kalb and the Motion Passed Unanimously. (23-096)

Quality Improvement Review of Catholic Charities Ms. Currie-Manring presented a power point on Catholic Charities of Lake County noting the ADAMHS Board funds the following programs: Outpatient Mental Health, Families of Promise and Minority Outreach.

Catholic Charities provides mental health counseling; 40% of whom are Spanish speaking. Counseling services include individual, families, couples and group. They offer evening hours to accommodate those who work or go to school and there is no wait list at this time. The agency now has access to a psychiatric nurse practitioner through telehealth.

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. They provided services to 58 families last year.

The Minority Outreach Program offers low cost immigration assistance, bilingual counseling services, education groups, case management and social service interventions. There is a focus on assuring connection to medical care.

Mr. Rowles has reviewed the agency's QI plan. It is in compliance with their certification through OhioMHAS and it is his recommendation that we approve their plan.

On behalf of the Evaluation/Quality Improvement Committee, Ms. Kurt moved that the full Board accept Catholic Charities Service's Quality Improvement Plan. Seconded by Ms. Parker the Motion Passed Unanimously. (23-097)

Quality Improvement Review of Torchlight Youth Mentoring Ms. Lawrence reviewed the mission and history of Torchlight Youth Mentoring. They offer the following programs: community based, after school, Foster Care, E-City and COUL Club.

Ms. Lawrence stated that their community-based program is the "traditional match program" where a volunteer adult is paired with a child of the same sex. They try to match specific needs and interests and ask that volunteers commit to 2 hours every other week with their match. Currently there are 35 kids on the wait list which has gone up slightly from last year. Most are males as they don't have as many male volunteers.

The after-school program takes high school volunteers and match them with younger students one day a week in a supervised setting. Younger students in the program are referred by teachers and sign up through parents or guardians.

Ms. Lawrence stated that the Foster Care Program is unique in that they provide mentors to youth in foster care. Adult volunteers work with their program coordinator to provide a group setting to learn life skills, identify resources and promote a path to a successful future.

The E-City program is a 70-hour semester long class that teaches entrepreneurial, business and life skills to high school students. The program is available to students at Harvey High School. It is offered one day a week and is free to students for which they receive course credit.

Ms. Lawrence stated the COUL Club stands for "Club of Unmatched Littles." It is a group of unmatched mentees who meet through monthly supervised activities. Volunteers are needed to help supervise these events and interact with children.

Mr. Rowles has reviewed the agency's QI plan. It is in compliance with their certification through OhioMHAS and it is his recommendation that we approve their plan.

On behalf of the Evaluation/Quality Improvement Committee, Ms. Kurt moved that the full Board accept Torchlight Youth Mentoring's Quality Improvement Plan. Seconded by Ms. Zeroske the Motion Passed Unanimously. (23-098)

Next meeting date: To be announced

#### **OPERATIONS COMMITTEE REPORT:**

Ms. Kalb reported that the Evaluation/Quality Improvement Committee met on April 11th and the following items were discussed:

Patient Navigator Program Ms. Mason presented a PowerPoint on the Patient Navigator Program at Signature Health. The program was developed to engage and retain patients. Data shows 60% of all patients do not return after their first or second appointment. On an annual basis, approximately 2,000 patients do not return for services. Studies have shown if the patient makes it to their 7<sup>th</sup> appointment, they will stay long term. The goal of the program is from day one to positively affect the patient and their journey. The Patient Navigator is a non-clinical position which supports and guides the patient after their initial assessment or if they have not shown up for their initial assessment. The patient navigator helps with accessing and educating the patient on

the healthcare system, empowers patients, and provides linkages and resources helping them remove barriers. They also call 100% of all hospitalized patients to ensure they have a follow-up appointment within 5-7 days of discharge. Initial findings suggest that patients are coming more often and the show rate has increased for scheduled appointments. This was informational and no committee action was required.

**SOS Program** Mr. Rowles explained how the State Opioid Response (SOR) / State Opioid and Stimulant Response (SOS) programs have evolved the last several years. Initially in FFY2018 the funds were used for the Opiate Recovery Transition Program; with a Behavioral Health Liaison monitoring a patient's hospitalization during withdrawal management, medication assisted treatment and transition into outpatient or residential treatment. Each year, the funding and services have expanded to include additional services such as various forms of medicated assisted treatment, Ascent services, ambulatory detox, recovery housing, rental assistance, peer support, Jail Treatment Program Clinician, two Municipal Court Liaisons which cover 3 courts, transitional housing for those impacted by domestic violence due to their OUD or their abusers. In FFY 2022, the funding was also able to put decontamination units in all fire departments in Lake County. In FFY 2023 all of the same services are being provided but the funding is split between SOR NCE and SOS 3.0 totaling \$1,074,070. Five service providers are providing 15 components of this program. Reporting requirements have also changed and become more rigorous. As providers have been added so has the number of reports required; both clinical and non-clinical. Over 1,000 patients have been served with these funds since 2018.

Ms. Bruner noted that funding was originally based on the number of overdoses and opiate use in our state.

**Other** Ms. Bruner reported that additional dollars were awarded to Lifeline for the Community Transition Program (CTP) in the amount of \$20,000. The funds were awarded through OhioMHAS based on underspending in other Board areas. to enter into a contract with Lifeline for CTP funding in the amount of \$20,000.

On behalf of the Operations Committee, Ms. Kalb moved that the full Board enter into a one-time SFY 2023 Non-Medicaid contract with Lifeline in the amount of \$20,000 for Community Transition Program (CTP) funding. The motion was seconded by Mr. Phillips and the Motion Passed Unanimously. (23-099)

Next Meeting Date: Tuesday, May 9, 2023 at 5:30 p.m. at the Lake County ADAMHS Board

*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** Ms. Kurt moved that the Board approve the April bills totaling \$994,914.72 be paid as presented. The motion was seconded by Ms. Kalb and the Motion Passed Unanimously. (23-100)

**GOOD OF THE GROUP:**

Ms. Blasko announced the Lake-Geauga Recovery Center is holding their annual golf outing on Monday, June 26<sup>th</sup> at Quail Hollow Country Club.

Ms. Giancola stated that Windsor-Laurelwood is Celebrating 125 years on Wednesday, May 17<sup>th</sup> with an Open House from 11-2:00 p.m. Please RSVP to Ms. Giancola by Monday, May 1<sup>st</sup> at [michelle.giancola@uhsinc.com](mailto:michelle.giancola@uhsinc.com).

Ms. McLeod reported that Extended Housing is turning 40 this year. The gala will be on Saturday, June 3<sup>rd</sup> at the Kirtland Country Club. The Board is one of the sponsors and more information will follow.

**EXECUTIVE SESSION:**

Ms. Kalb moved that the full Board, by roll call vote, enter into Executive Session for the purpose of discussing personnel issues. The motion was seconded by Ms. Zeroske.

The roll call was taken and the Motion Passed Unanimously. (23-101) The Board went into Executive Session at 7:16 p.m. and guests were asked to leave.

Ms. Zeroske moved to exit Executive Session at 7:21 p.m. The motion was seconded by Ms. Kalb and the Motion Passed Unanimously. (23-102)

Ms. Zeroske moved that the full Board increase the Executive Director salary by 3.5%, effective July 1, 2023. Seconded by Ms. Kalb, the Motion Passed Unanimously. (23-103)

As there was no further business, Mr. Phillips moved for adjournment at 7:23 p.m. The motion was seconded by Mr. Hatton and the Motion Passed Unanimously. (23-104)

Respectfully submitted,

Matt Sabo  
Chair

Roberta Kalb  
Vice-Chair