

CUYAHOGA COUNTY COMMUNITY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE
February 8, 2006

Chairperson Bonita Caplan called the Executive Committee meeting to order at 2:00 p.m.

Committee Members Present: Bonita Caplan, John Bazyk, Ann Hull, Barbara Saltzman

Absent: M. Smith, M. Warr

Board Staff: William M. Denihan, Chief Executive Officer, Valeria Harper-Bledsoe, Chief Operating Officer; Kathryn Burns, M.D., Chief Clinical Officer; Rose Fini, Director of Risk Management; Scott Osiecki, Director of External Affairs; Tami Fischer, Director of Human Resources; Terri Oldham, Children's Project Administrator; Melissa Winfield, Tapestry Manager

1. APPROVAL OF MINUTES - The minutes of January 4, 2006, were approved as written.

2. GALA EVENT

Mr. Denihan reported that ticket sales are coming in; the Board is close to breaking even including the consultant's expenses. Ms. Fini, Mr. Osiecki and the LNE Group staff conducted a walk-thru of the Intercontinental Hotel regarding logistical issues regarding the event. A follow-up meeting with LNE Group has been scheduled for February 15th at 4:00 p.m. to flush out final details regarding the program, etc. Interested Executive Committee members were encouraged to attend and participate in the meeting. Discussion followed

Ms. Fini highlighted Gala Event details to date. Ms. Saltzman asked whether publicity can be secured through the Cleveland Magazine or Currents. Mr. Osiecki noted that a press release had been developed and provided to the LNE Group for such purposes; it was noted that this request would be conveyed to the consultant.

3. NEW BOARD APPLICANTS

Eighty Board member applications have been received. Ms. Warr and Ms. Hull have generated a list of questions and are making telephone contacts with the applicants. Ms. Caplan suggested developing a matrix to assist in a needs assessment for Board composition. Ms. Hull confirmed that the issue of Board diversity is a priority. The target set for proposed candidate recommendations is the next Executive Committee meeting.

4. PROCESS FOR ONE-TIME FUNDING

Mr. Denihan reviewed the proposed process for recommendations for the one-time funding received from Board of County Commissioners totaling \$3,340,500.00. Provider agencies were asked to submit one (1) "one-time request" with the stipulation that funds could not be used for on-going program operations due to the timing of the county funding received. A total of 31 funding proposals were received for a total request of \$5,210,292. The recommendation process draft, dated 2/8/06, is attached to the minutes.

Mr. Denihan congratulated Ms. Richardson and her staff as well as the Executive Chiefs, for their excellent work on this issue. The Executive Committee concurred on the proposed process. Ms. Caplan asked that an e-mail be sent to all Board of Governors inviting them to the Operations & Finance where the individual one-time funding recommendations will be reviewed.

5. CONTRACT RECOMMENDATION REGARDING TAPESTRY REQUEST FOR PROPOSAL: INTEGRATED CO-OCCURRING TREATMENT (ICT)

Ms. Melissa Winfield, Tapestry Manager, noted that there was a recognized need to develop and implement an Integrated Co-Occurring Treatment Model for youth (teens between 12-17 years of age) who are struggling with co-occurring mental health and substance abuse disorders. She reported that three proposals were submitted by agencies certified by both CCCMHB and the Alcohol & Drug Addiction Services Board of Cuyahoga County; they were Catholic Charities, Bellefaire JCB, and Recovery Resources. Based upon the evaluation components listed on the agenda process sheet, the review team recommends selecting Bellefaire JCB for the development and implementation of the ICT model. It was noted that Bellefaire JCB has an ICT model already in place and has assured that dedicated staff will be assigned to the ICT model.

**5. CONTRACT RECOMMENDATION REGARDING TAPESTRY REQUEST FOR PROPOSAL:
INTEGRATED CO-OCCURRING TREATMENT (ICT) - (Continued)**

A motion was made by J. Bazyk and seconded by B. Saltzman to recommend approval of awarding of the request for proposal to Bellefaire JCB to the Operations & Finance Committee.
AYES: J. Bazyk, B. Caplan, A. Hull, B. Saltzman. NAYS: None / Motion passed.

6. OLD/NEW BUSINESS - None.

7. EXECUTIVE SESSION

Ms. Caplan announced the need to enter into an Executive Session for the purpose of discussing potential litigation. A motion to enter into Executive Session was made by B. Saltzman and seconded by A. Hull. A roll call vote was taken. AYES: B. Caplan, J. Bazyk, A. Hull, B. Saltzman. NAYS: None

A motion was made by J. Bazyk and seconded by A. Hull to exit the Executive Session.
A roll call vote was taken. AYES: B. Caplan, J. Bazyk, A. Hull, B. Saltzman. NAYS: None

There being no further business to discuss, the meeting was adjourned at 3:15 p.m.

*Submitted by: Carol Krajewski, Executive Specialist to the Board of Governors
Approved by: Bonita W. Caplan, CCCMHB Chairperson*

[Note: Attachment is found on page 3]

Cuyahoga County Community Mental Health Board One Time Funding Recommendation

- ✚ Total of 31 proposals received;
- ✚ Requested amounts from agencies totaled \$5,210,292;
- ✚ Funding available for requests totaled \$3,340,500;
- ✚ 13 proposals received under \$100,000 – Recommended were funded at 100% or \$351,149. (average costs \$27,011);
- ✚ 1 Capital housing initiative funded at 100% or \$270,000 Board related commitment to initiative;
- ✚ Remaining 17 proposals valued at \$4,558,422; 16 proposals were funded – 1 proposal received limited funding due to not meeting the criteria, i.e., “on-going” program operations;
- ✚ Of these, recommended funding level for capital is at 75% of total requests excluding any on going personnel costs, on-going training and or site preparation costs;
- ✚ Capital requests (2) in excess of \$400,000 were funded at 50% of the requested level;
- ✚ Information Technology Projects were funded at 80% of their requests excluding on going costs related to salaries and or personnel related costs.

Description	Funded Amount
13 provider request under \$100,000	\$351,149
1 Capital housing @ 100% of Request	\$270,000
2 Capital @ 50% over \$400,000	\$550,000
8 Capital @ 75% of Request between \$100,000 and \$400,000	\$1,142,401
Subtotal Capital Requests	\$1,962,401
7 Information Technology @ 80% of Request	\$1,029,252
GRAND TOTAL	\$3,342,802