

**CUYAHOGA COUNTY COMMUNITY MENTAL HEALTH BOARD  
GENERAL MEETING  
January 26, 2005**

The General Meeting of the CCCMHB Board of Governors was called to order by Chairperson Bonita Caplan at 5:30 p.m.

**Present:** Bonita Caplan, Robert Carson, Eugenia Cash, Ann Hull, Joan Leeb, George Mechir, Michael Mullin, Barbara Saltzman, Daniel Schweid, Bill Sheehan, Mieke Smith, Ericka Thoms, Jesse Waller, Mary Warr  
**Absent:** John Bazyk, Benjamin Gohlstein, Ronald Henderson, L. Douglas Lenkoski

**Board Staff:** William M. Denihan, C.E.O.; Valeria Harper-Bledsoe, Chief Operations Officer; Cassandra Richardson, Chief Financial Officer; Rose Fini, Director of Risk Management; Scott Osiecki, Director of External Affairs; Mark Jones, Director of Finance; Curtis Couch, MIS Director; Maggie Tolbert, Utilization Review Specialist; Kathleen LoPresti, Quality Improvement Specialist; Carole Ballard, Forensic Specialist; Paulette Baglyos, Compliance Audit Specialist; Judy Jackson-Winston, Clients Rights Officer; Craig Fallon, Consumer Relations Specialist; Terry Lester, Adult Project Administrator; Michael Doud, Residential Project Administrator

**AUDIENCE INPUT ON AGENDA ITEMS** - None

**1. OATH OF OFFICE**

Newly appointed Board members--Robert J. Carson, Ph.D., Daniel E. Schweid, M.D., and Barbara E. Saltzman, Esq.--were sworn in by Barbara R. Marburger, Assistant Prosecuting Attorney, Office of William D. Mason.

**Dr. Robert Carson** hails from Detroit, Michigan. Starting out as a Social Worker, he has been in the field of mental health since 1972. Dr. Carson received his Masters of Social Work, and then completed all requirements for a Ph.D. in Social Development from St. Louis University. In 2001, he was awarded a Ph.D. in Psychology from LaSalle University. Currently, he is the Director of Behavioral Health at NEON (Hough-Norwood) Health Services. His 33 year work experience includes 20 years as a Commissioned Officer with the U.S. Department of Health and Human Services, positions with the Michigan Department of Mental Health & Corrections, several years in community based organizations and private practice, and six adjunct faculty positions including the current position at CWRU-Mandel. Dr. Carson stated that it is an honor to serve on the CCCMHB and to represent his people; he is American Indian and member of the Ojibway (Chippewa) Nation in Michigan.

**Barbara E. Saltzman, Esq.** has lived in Cuyahoga County for over 35 years and is an attorney. Ms. Saltzman spent four years in the County's Public Defender's Office. Since that time, she has been in private practice in the areas of criminal defense and family law. Through her work, Ms. Saltzman noted that she has had many positive experiences with the agencies that the Board contracts with—both for her clients as well as family and friends. She is very happy to serve on the Board and to be affiliated with the agencies that provide service to the citizens of Cuyahoga County.

**Daniel E. Schweid, M.D.** is a Psychiatrist and his entire career has revolved around treating patients and community mental health. Dr. Schweid currently serves as Medical Director of a Valley Counseling Services, a large Community Mental Health Center in Warren, Ohio, and also works with a Drug and Alcohol agency in Trumbull County called Community Solutions. Dr. Schweid summarized his varied work experience in the mental health field since 1965. Dr. Schweid served on the Geauga Mental Health and Recovery Services Board since 1982. He also served as a Board member for the Psychobiology Clinic of Greater Cleveland and Hopewell, a therapeutic rehabilitation farm. Dr. Schweid looks forward to continuing to support the delivery of mental health services in Cuyahoga County.

**2. APPROVAL OF MINUTES**

Mr. Sheehan moved for approval of the November 17, 2004 General Meeting Minutes. Seconded by Dr. Smith, the minutes were approved as written. Follow-Up Issues: (1) Adult Consumer Advisory Council to Place Quarterly Strategic Plan Updates on their Agenda – Completed; (2) OP-ED Article Written to Cleveland Plain Dealer in Support of Mental Health Insurance Parity – Done.

### **3. QUARTERLY PROVIDER AGENCY EMPLOYEE RECOGNITION PROGRAM**

Individual nomination information was shared by Mr. Denihan regarding the honorees chosen. Mr. Denihan noted that these awards strive to acknowledge the outstanding work done by provider agency staff. The names of those listed below will be added to the Provider Employee Recognition plaque displayed in the Ohio Conference Room.

- Direct Service Worker Staff: KAREN WEGRZYN, The Employment Alliance
- Administrative Staff: DONALD PORACH, Spectrum of Supportive Services, Inc.

### **4. CONSUMER PROVIDER EMPLOYMENT INCENTIVE AWARDS PRESENTATION**

Ms. Caplan and Mr. Denihan recognized the following service providers for their successful efforts to employ consumers of mental health services within their agencies and presented each with their funding incentive award. Mr. Denihan noted that, to date, 28 consumers have been hired in part-time and full-time positions through this program.

- JEWISH FAMILY SERVICES ASSOCIATION – Three Permanent Part-Time Positions
- BRIDGEWAY, INC. – One Permanent Position

### **5. GOVERNMENTAL & COMMUNITY AFFAIRS COMMITTEE REPORT**

Ms. Hull reported that the Governmental & Community Affairs Committee met on January 5, 2005. The committee reviewed the 2004 Advocacy Action Agenda around its accomplishments.

The **Advocacy Action Agenda for 2005** was formulated; changes and/or additions were highlighted:

- Support CCCMHB Non-Traditional Revenue (NTR) generating activities and events to increase funding for community mental health services
  - Support efforts to further advance relationships with federal agencies
  - Support an increase in suicide prevention awareness
  - Support the search for sites for the development of CCCMHB offices, a state hospital and an East Side Crisis Center
  - Support activities to create an awareness that personal recovery from mental illness is possible, as well as to promote the CCCMHB Roads to Recovery Conference
  - Support a response to recommendations made by the Medicaid Reform Commission
  - Support the expansion of the 1915-A Medicaid Option to increase eligibility to all children of Cuyahoga County with serious emotional disturbances
  - Support efforts to increase county funding to the CCCMHB
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- NTR Revenue Update - The CCCMHB developed its first mail campaign focusing on Transitional Youth. The brochure was mailed to 16,000 residents of Cuyahoga County. Beyond fundraising, there were other important purposes for this mailing--to increase CCCMHB name recognition among the general population and to educate the community on the issue of mental illness and transitional youth.
  - 2005 Annual Meeting (Thursday, June 2, 2005) will be a brunch at the Renaissance Cleveland Hotel. A contract has been signed with the keynote speaker for his address at the brunch and a roundtable discussion afterward.
  - Update on Regional Recovery Conference (October 5-7, 2005).
  - Demonstration of Eli Lilly's Opening Doors to Health Education Software for the Web.
  - Suicide Prevention Awareness Campaign update was given.
  - H.B. 225 Update was discussed.
  - Media Tracking Report and Legislative Updates were provided by Scott Osiecki.
  - Mental Health Advocacy Coalition Update – presented by Joan Englund, MHAC Director.

### **Follow-Up Request:**

Ms. Caplan referenced a feature in a recent ODMH newsletter around the issue of paperwork reduction through the efforts of SOQIC and asked for a report back at the next meeting.

**6. QUALITY IMPROVEMENT COMMITTEE REPORT**

On behalf of Chairman, John Bazyk, committee member, Joan Leeb, read the Q.I. Committee Summary Report for the meeting held on January 5, 2005; see report attached.

**7. PROGRAM PLANNING & POLICY COMMITTEE REPORT**

Dr. Mieko Smith reported on the Program Planning & Policy Committee meeting held on January 12, 2005; written report attached.

**FIRST READING OF REVISED POLICY STATEMENT:****◇ APPEAL OF BOARD DECISION**

Purpose: To provide a method to appeal any decision made by the Cuyahoga County Community Mental Health Board (CCCMHB) Board of Governors

**SECOND READING OF REVISED POLICY STATEMENT & VOTE FOR APPROVAL:****◇ RECRUITMENT OF BOARD MEMBERS**

Purpose: To help enlist qualified and committed individuals who are demographically representative of the population of Cuyahoga County (including culture and race) to serve on the CCCMHB.

**Motion: To amend the Recruitment of Board Members' purpose statement by removing the parenthetical phrase, "including culture and race."** MOTION: R. Carson SECOND: M. Warr AYES: B. Caplan, R. Carson, A. Hull, J. Leeb, G. Mechir, M. Mullin, B. Saltzman, D. Schweid, B. Sheehan, M. Smith, E. Thoms, J. Waller, M. Warr NAYS: E. Cash / Amendment passed.

**Motion: To approve the Policy Statement: Recruitment of Board Members as amended.** MOTION: M. Smith SECOND: B. Sheehan AYES: B. Caplan, R. Carson, A. Hull, J. Leeb, G. Mechir, M. Mullin, B. Saltzman, D. Schweid, B. Sheehan, M. Smith, E. Thoms, J. Waller, M. Warr NAYS: E. Cash / Motion passed.

**RETIREMENT OF POLICY STATEMENTS AND VOTE FOR APPROVAL:****◇ STANDARD FOR PRODUCTIVITY OF CONTRACT SERVICES**

Purpose: To define the standard of productivity for services provided by a Contract Service Provider under contract with the CCCMHB

**Motion: To retire the Policy Statement: Standard for Productivity of Contract Services.** MOTION: M. Smith SECOND: B. Sheehan AYES: B. Caplan, R. Carson, E. Cash, A. Hull, J. Leeb, G. Mechir, M. Mullin, B. Saltzman, D. Schweid, B. Sheehan, M. Smith, E. Thoms, J. Waller, M. Warr NAYS: None / Motion passed.

**◇ UTILIZATION OF RESEARCH RESULTS**

Purpose: To define the process by which the results and recommendations of research studies that are conducted, sponsored, and/or endorsed by the CCCMHB will be reviewed, in order to enhance the utilization of the findings in the planning, funding, and monitoring of community mental health services.

**ACTION:** Based upon the discussion regarding the Board's value for research, Dr. Smith moved to table the discussion to retire the Utilization of Research Results policy and refer it back to the Program Planning & Policy Committee meeting for further consideration.

## **8. OPERATIONS & FINANCE COMMITTEE REPORT**

Committee Chair, Bill Sheehan, reported on the meeting held on January 19, 2005. The committee agreed to the Consent Agenda as presented below.

### **CONSENT AGENDA** (Resolution Nos. 05-01-01 through 05-01-04)

- **RESOLUTION NO. 05-01-01**  
*ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER ON VOUCHERS PROCESSED FOR PAYMENT DURING NOVEMBER 2004 AND DECEMBER 2004*
- **RESOLUTION NO. 05-01-02**  
*APPROVAL OF TWO INTERAGENCY AGREEMENTS: OHIO DEPARTMENT OF DEVELOPMENT TRUST FUND AND PATH CRIMINAL JUSTICE RE-ENTRY PROJECT*
- **RESOLUTION NO. 05-01-03**  
*RATIFICATION OF OPERATIONAL AGREEMENT WITH TENABLE PROTECTIVE SERVICES, INC.*
- **RESOLUTION NO. 05-01-04**  
*RATIFICATION OF THREE TAPESTRY AGREEMENTS: FAMILY-TO-FAMILY NEIGHBORHOOD COLLABORATIVE CONTRACTS; TAPESTRY CONSULTANT, PAMELA ERDMAN; INTERIM CONTRACT FOR PROJECT DIRECTOR, BETH DAGUE*

### **Motion to approve the proposed Consent Agenda (Resolution Nos. 05-01-01 through 05-01-04)**

**MOTION:** B. Sheehan **SECOND:** M. Smith **AYES:** B. Caplan, R. Carson, E. Cash, A. Hull, J. Leeb, G. Mechir, M. Mullin, B. Saltzman, D. Schweid, B. Sheehan, M. Smith, E. Thoms, J. Waller, M. Warr  
**NAYS:** None / Motion passed.

## **9. EXECUTIVE COMMITTEE REPORT**

Ms. Caplan was pleased to welcome new Board members and encouraged them to attend any or all committee meetings as a way to acquaint themselves with the CCCMHB and mental health system.

Ms. Caplan reported on the committee meeting held on January 12, 2005.

- A revision has been made to the February Board of Governor's Meeting Schedule. The Executive Committee shall meet on Friday, 2/11/05, from 12:00 Noon to 2:00 p.m.
- The Board of Governor (BOG) Retreat scheduled for Saturday, March 5, 2005, will include the required Annual Board Training. Content of the training will focus on roles and responsibilities.
- The next Agency Visit by Board members is scheduled for 1/27/05 to tour Spectrum of Supportive Services. Interested Board members should meet at the Near West Coffee and Tea at 1:00 p.m.
- Discussion continues regarding a potential new headquarters location, site of a new state hospital and Eastside Crisis Shelter; conversations are progressing.
- Ms. Caplan noted that Commissioner Hagan is scheduled to speak before the Mental Health Advocacy Coalition on Monday, 1/31/05 at 2:00 p.m. This meeting is open to the public and will take place at the Center for Families and Children at 4500 Euclid Avenue.

## **10. CHIEF EXECUTIVE OFFICER'S REPORT**

Mr. Denihan highlighted several issues from **CEO Headliners** – January 2005

- **Mental Health Advocacy Coalition** – The MHAC meeting referenced on the January 31<sup>st</sup> will be the first meeting under the new leadership--Helen Jones of Recovery Resources, Louis Weigele, LISW, from the City of Cleveland, and Judy Peters from West Side Ecumenical Ministry.
- **TANF Dollars** – CCCMHB should receive the first approval notification of \$2.3 million in TANF dollars from the county; however, the challenge will be to spend the dollars within 3-4 months.
- **State Budget** – ODMH Director Hogan is promoting that mental health boards receive level funding with increases to ABC (Access to Better Care for Children), increases in residential and wraparound for children, and an increase in the 1419 Medication line item. The final report of the Medicaid Reform Commission is due to come out two days prior to the Governor's State of the State Address.

**10. CHIEF EXECUTIVE OFFICER'S REPORT, (Continued)**

- **Capital Bill** – The Capital Bill also passed; ODMH received \$9 million. CCCMHB has requested funds to support a new mental health facility in Cuyahoga County; however no funds have been targeted for our request. Dr. Hogan stated that he would put aside some funds for capital planning purposes.
- **Ohio Association of County Behavioral Health Authorities** – OACBHA has three focus areas advancing on the General Assembly:
  1. Treatment Works – Noting that this becomes an economic issue if proper treatment is not available to consumers.
  2. More money is needed for psychotropic medications to help the working poor and those returning from prison.
  3. Support of local county's ability to approve an excise tax for local mental health and drug boards.
- **Tapestry Update** – Ms. Beth Dague is doing an outstanding job of advancing the strides made by Dr. Tonti. Ten children and families are currently involved in the Tapestry program.

**11. OLD/NEW BUSINESS**

- Operations & Finance Chair, Bill Sheehan, noted that he has volunteered to work with the Chief Financial Officer and the internal Finance Committee around the preparation of the Non-Medicaid Budget Cycle. Mr. Sheehan suggested that Governors should feel free to contact him with questions and/or input.
- Mr. Waller asked which committee might consider discussing his philosophy of monotheism or evolution. Ms. Caplan suggested taking these issues to the Executive Committee.
- With regard to open employment positions, Ms. Warr expressed an interest in seeing evidence of postings made at universities and/or faith-based institutions. It was noted that all open employment positions are posted on the Board's Web site.

**12. AUDIENCE INPUT**

- Ms. Ruth Addison, Executive Director of Murtis H. Taylor Multi-Service Center, reported on the various "give-aways" of hats and scarves for clients who came in for their appointments in December as well as several holiday parties hosted. Murtis Taylor also started a Drop-In Center in December to assure that clients would not be out in the cold and would receive hot food.
- Ms. Caplan also reported on the two holiday festivities sponsored by SACH and the CCCMHB. Ms. Caplan was very impressed with CCCMHB staff who volunteered their time as well as the warmth and graciousness extended to consumers in attendance.
- Mr. Waller thanked new Board members for accepting the opportunity to serve and expressed his appreciation to other Governors as well for their participation and commitment on behalf of mental health consumers and their families.

***There being no further business, the meeting adjourned at 7:30 p.m.***

***Submitted by: Carol Krajewski, Executive Specialist to the Board of Governors***

***Approved by:*** \_\_\_\_\_

***Bonita W. Caplan, CCCMHB Chair***

**Quality Improvement Committee  
Report on Meeting of January 5, 2005**

Judy Jackson Winston and Craig Fallon were present. They were asked to address a follow-up from the previous meeting regarding actions taken on consumer complaints and grievances from adult care facilities. They stated that they investigate *all* allegations and make recommendations to the Ohio Department of Health, which governs these facilities. They cannot close a facility but can remove a client when warranted. They cited some of the numerous ways they educate Clients Rights Officers and consumers on a regular basis. They considered the rise in complaints from clients in adult care facilities this past year as a positive thing. It means that clients know their rights and feel empowered to exercise them.

Dr. Burns and the Chair reported on an *ad hoc* committee that met in December to discuss a template for agency reviews. After discussing a number of options, such as having each agency address set topics, having them decide on their own topics, and asking them to address outcomes, the *ad hoc* committee came to no clear conclusions on the matter. At issue here is how to efficiently and effectively get an accurate picture of the quality of services our consumers receive without unduly overburdening providers with more reporting. It was decided that 3 agency performance improvement reports that providers are already required to produce will be presented at the next QI Committee meeting in February to give the Committee a sense of what information that would provide. The issue of the role of the QI Committee in monitoring the system will also be further discussed with the BOGs.

There was a brief presentation on evidence-based practices used in the system. The Committee had previously asked for this overview to get a sense of what evidence-based practices are being employed and what they consist of.

The meeting in February will include a review of three semi-annual Performance Surveys mentioned above and a report on the implementation of the Consumer Survey Project for FY 2005.

Respectfully submitted by,

John Bazyk, Chair  
Quality Improvement Committee

## Cuyahoga County Community Mental Health Board

**Program Planning and Policy Committee Meeting Report  
January 12, 2005 • 1:30 p.m.**

1. The Committee was introduced to the new Tapestry Project Director, Beth Dague, and Project Manager, Melissa Winfield.
2. The Committee was informed of the strategic reasons behind the decision not to proceed with a grant request to the Mt. Sinai Foundation for the Mental Health and Adult Protection Services Plan.
3. The Policy Statement: Culturally Competent Service Delivery was discussed. Since the issue is very important and complex, a three-person working group was appointed to develop the recommended policy to assure culturally competent services. The working group includes Dr. Robert Carson on the Board of Governors, Rose Fini and Dr. Kathy Burns on the staff. They will bring the group's recommendations to the next meeting.
4. Policy Statement: Appeal of Board Decision was approved to be sent to the General Meeting for its first reading.
5. The Committee voted to recommend retiring two policies: Standard for Productivity of Contract Services and Utilization of Research Results. The research utilization issues were discussed to affirm the Board's commitment to evaluation research. The Committee believed it appropriate to retire this policy regarding research results but discussed that there might be a need to develop a new policy regarding research.
6. Dr. Jeff Johnsen provided the status of research at the Board.
7. Rose Fini provided the update on extensive activities to seek non-traditional funds. The Committee appreciated the staff's efforts in expanding alternative financial resources.

Submitted by Mieko K. Smith, Ph.D.  
Chairperson, Program Planning and Policy Committee