

CUYAHOGA COUNTY COMMUNITY MENTAL HEALTH BOARD

GENERAL MEETING March 30, 2005

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

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

Board Staff: William M. Denihan, C.E.O.; Valeria Harper Bledsoe, Chief Operating Officer; Cassandra Richardson, Chief Financial Officer; Kathryn A. Burns, M.D., Chief Clinical Officer; Rose Fini, Director of Risk Management; Scott Osiecki, Director of External Affairs; Tami Fischer, Director of Human Resources; June Krupinski, Accountant; Ralph Piatak, Accountant

AUDIENCE INPUT ON AGENDA ITEMS - None

1. APPROVAL OF MINUTES

General Meeting minutes from February 23, 2005 were moved for approval by Mr. Sheehan and seconded by Dr. Smith. The minutes were approved as written.

2. RECOGNITION OF CONSUMER ARTWORK DISPLAY – February and March 2005

Ms. Caplan expressed her appreciation for the creative artwork displayed in the Board's conference rooms by individuals active with Recovery Resources, Inc. Certificates of recognition for the participating artists were presented to Ms. Sarah McQuire who represented the agency.

3. GOVERNMENTAL & COMMUNITY AFFAIRS COMMITTEE REPORT

Committee Chair, Ann Hull, reported that the committee met on 3/2/05. An update was given on preparations for the Regional Recovery Conference. "Save the Date" postcards have been mailed and e-mailed to over 3,600 people. Ms. Fini is working to acquire financial support from pharmaceutical companies. The Social Marketing position has been filled.

The committee is kept up-to-date on federal legislation, e.g. Reintroduction of Federal Keeping Families Together Act, Reintroduction of America's Law Enforcement and Mental Health Project. In Ohio, plans are underway for introduction of parity in this session; some things still need to be determined such as reintroducing last year's bill or creating a new version that may include all of behavioral health.

The Media Tracking Report indicated 12 media hits, from 1/12/05 through 3/2/05; eleven hits were considered positive and 1 considered neutral. Ms. Englund provided an update from the Mental Health Advocacy Coalition.

4. QUALITY IMPROVEMENT COMMITTEE

Although the Quality Improvement (Q.I.) Committee did not meet in March, Q.I. Committee Chair, John Bazyk, noted that a discussion was held at a recent Board member retreat around the future of the Q.I. Committee and its function. Participants at the retreat supported continuing some of the functions of the Q.I. Committee. After further thought and consideration, Mr. Bazyk broached the subject of folding the function of the Q.I. Committee into the existing Program Planning & Policy Committee. Governors present were asked for their input regarding this concept. Mr. Bazyk thanked Governors for their input and invited them to attend the next meeting on April 6th at 12:30 p.m. when members of the Q.I. Committee and Program Planning & Policy Committee will further explore this concept.

5. PROGRAM PLANNING & POLICY COMMITTEE

SECOND READING OF REVISED POLICY STATEMENT:

◇ CLIENTS RIGHTS AND GRIEVANCE POLICY

Purpose: To protect and enhance the rights and dignity of persons applying for or receiving services which are funded in whole or in part by the CCCMHB

Motion: To approve the Policy Statement: Clients Rights & Grievance Policy.

MOTION: M. Smith SECOND: B. Gohlstin AYES: J. Bazyk, B. Caplan, E. Cash, B. Gohlstin, R. Henderson, A. Hull, L. D. Lenkoski, G. Mechir, M. Mullin, B. Saltzman, D. Schweid, B. Sheehan, M. Smith, E. Thoms, J. Waller, M. Warr NAYS: None / Motion passed.

SECOND READING OF NEW POLICY STATEMENT:

◇ HIPAA SECURITY REGULATIONS COMPLIANCE POLICY

Purpose: To describe the CCCMHB's plan for complying with the Security Regulations of the Health Insurance and Portability Act (HIPAA) of 1996

Motion: To approve the Policy Statement: HIPAA Security Regulations Compliance Policy.

MOTION: M. Smith SECOND: B. Sheehan AYES: J. Bazyk, B. Caplan, E. Cash, B. Gohlstin, R. Henderson, A. Hull, L. D. Lenkoski, G. Mechir, M. Mullin, B. Saltzman, D. Schweid, B. Sheehan, M. Smith, E. Thoms, J. Waller, M. Warr NAYS: None / Motion passed.

6. COMMITTEE OF THE WHOLE MEETING REPORT

Committee of the Whole Chairperson, Bill Sheehan, reported on the meetings held on March 16th and March 23rd to review and consider the Non-Medicaid Budget Allocations for FY2006. The Committee of the Whole also discussed and reviewed Hospital/Community Bed Day Utilization as well as Central Pharmacy Utilization figures. The Consent Agenda (shown below) was recommended for approval by the Committee of the Whole on 3/23/05.

CONSENT AGENDA (Resolution Nos. 05-03-01 through 05-03-04)

- RESOLUTION NO. 05-0301
ACCEPTING THE REPORT OF THE CHIEF EXECUTIVE OFFICER ON VOUCHERS PROCESSED FOR PAYMENT DURING FEBRUARY 2005
- RESOLUTION NO. 05-03-02
*RATIFICATION OF INTERAGENCY AGREEMENTS:
NETWORK OF CARE
ALL HAZARDS PREPAREDNESS PLAN
MENTAL HEALTH JAIL DIVERSION & TRAINING GRANT*
- RESOLUTION NO. 05-03-03
*RATIFICATION OF OPERATIONAL AND ADMINISTRATIVE CONTRACTS:
SMALL BUSINESS TELEVISION FOR SUICIDE AWARENESS CAMPAIGN
HICKMAN & LOWDER CO., LPA*
- RESOLUTION NO. 05-03-04
*APPROVAL OF SERVICE AGREEMENT AMENDMENTS FOR:
EARLY CHILDHOOD MENTAL HEALTH SERVICES WITH APPLEWOOD CENTERS, INC. & BEECH BROOK*

Motion to approve the proposed Consent Agenda (Resolution Nos. 05-03-01 through 05-03-04)

MOTION: G. Mechir SECOND: B. Saltzman AYES: J. Bazyk, B. Caplan, E. Cash, B. Gohlstin, R. Henderson, A. Hull, L. D. Lenkoski, G. Mechir, M. Mullin, B. Saltzman, D. Schweid, B. Sheehan, M. Smith, E. Thoms, J. Waller, M. Warr NAYS: None / Motion passed.

- **RESOLUTION NO. 05-03-05**
APPROVING FISCAL YEAR 2006 (April 1, 2005 through March 31, 2006) NON-MEDICAID
BUDGET ALLOCATIONS

As previously reported by Mr. Sheehan, the Committee of the Whole met on two consecutive Wednesday evenings in March to review CCCMHB staff's allocation proposals and recommends to the Board of Governors approval and the encumbrance of Non-Medicaid funds for a twelve-month period beginning April 1, 2005 through March 31, 2006, in accordance with Res. No. 05-03-05.

A de-briefing session was conducted after the 2nd Committee of the Whole meeting by Mr. Sheehan and the internal fiscal committee to review the Non-Medicaid budget review process.

Conclusions, as reported by Mr. Sheehan, were:

- 1) Overall agencies were accepting of the Non-Medicaid recommendations and did not seem to have or raise issues contrary to the recommendation.
- 2) Agency representatives also were very complimentary about the cooperativeness of Board staff; Mr. Sheehan shared these remarks with staff members of the internal fiscal committee who were not present at Committee of the Whole meetings.
- 3) The review found that the budget process is not the best venue for entering into discussions about agencies' goals and objectives, accomplishments, challenges, etc. Consequently, an issue for consideration is to recommend inviting several agencies per month to present to the full Board.

Governors concurred that a 1-page write-up should be included in the packet utilizing a template provided by the CCCMHB. The Chair suggested that the agency be given five minutes for the presentation with five minutes set aside for questions from Board members.

Ms. Warr advocated for continuing the BOG agency visits. Dr. Lenkoski concurred and suggested that the agency visit experience could be reported on at the General Meeting by one of the Governors who participated in the visit. Dr. Lenkoski complimented CFO, Cassandra Richardson, on doing the best job with the budget recommendations that he has seen in his entire tenure with the Board. Ms. Richardson credited her staff with contributing greatly to the favorable process and results.

Motion to approve the Resolution No. 05-03-05. **MOTION: E. Thoms SECOND: M. Smith**
AYES: J. Bazyk, B. Caplan, E. Cash, B. Gohlstin, R. Henderson, A. Hull, L. D. Lenkoski, G. Mechir,
M. Mullin, B. Saltzman, D. Schweid, B. Sheehan, M. Smith, E. Thoms, J. Waller, M. Warr
ABSTENTIONS: (Noting individual abstentions at each Committee of Whole Meeting on 3/16/05 & 3/23/05)
NAYS: None / Motion passed.

7. EXECUTIVE COMMITTEE REPORT

Ms. Caplan reported on the Executive Committee meeting held on March 2, 2005.

- Headquarters location conversations are continuing.
- The BOG retreat proved to be quite useful, good attendance. Mr. Mullin and Dr. Lenkoski were thanked for hosting the retreat.
- Helping Hand Awards – Governors and audience members were encouraged to consider submitting nominations for the various award categories. Mr. Osiecki was complimented on the excellent brochure/nomination form.
- Next Executive Committee is scheduled for Friday, April 15, 2005, at Noon. All Governors were invited to attend.

8. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Denihan highlighted several items from the March 2005 **CEO Headliners**; see attached issue.

- Mr. Denihan met with State Representative Lance Mason and spoke with him about the Black Caucus' recent efforts to take a look at the re-entry issues of prisoners returning to the community.
- The CEO Headliner's second page now features a column entitled "Consumers Seeking Employment".
- Mr. Denihan will be a participant on the WCPN radio program on dual diagnosis scheduled for Thursday, 3/31/05.

9. OLD/NEW BUSINESS

- Dr. Lenkoski was pleased that Director Hogan did speak with CCCMHB Governors recently; however, Dr. Lenkoski felt that there was not adequate time for Governors to address their local concerns with Director Hogan. Dr. Lenkoski continued to advocate for another meeting with the ODMH Director when the Board of Governors would drive the agenda.

10. AUDIENCE INPUT - None

There being no further business, the meeting adjourned at 6:35 p.m.

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

Approved by: _____
Bonita W. Caplan, CCCMHB Chair