

**COUNTY COMMUNITY MENTAL HEALTH BOARD
PROGRAM PLANNING & POLICY COMMITTEE
January 7, 2004**

The Program Planning & Policy Committee meeting was called to order at 1:30 p.m. by Acting Chair, John Bazyk.

Committee Members Present: John Bazyk, Bonnie Caplan, Ben Gohlstin, Ann Hull, Mary Warr

Absent: Ella Patterson, Mieke Smith

Other Governors Present: Bill Sheehan

Board Staff: William M. Denihan, Chief Executive Officer; Valeria Harper-Bledsoe, Chief Operating Officer; Dr. Kathryn Burns, Chief Clinical Officer, Cassandra Richardson, Chief Financial Officer; Rose Fini, Contract/Risk Manager; Mark Jones, Director of Finance; Terry Lester, Adult Project Administrator; Doud, Residential Project Administrator.

1. APPROVAL OF MINUTES: The minutes of April 9, 2003; July 9, 2003; and September 10, 2003 were approved as written. Regarding the November 12, 2003 minutes, the minutes reflect that Dr. Smith arrived during the meeting, therefore, her name should be added to those committee members present. The 11/12/03 minutes were approved as amended.

2. CWRU CENTER FOR EXCELLENCE PRESENTATION

The Chair noted that Patrick Boyle, Director of the SAMI Center for Excellence, and Dr. Robert Ronis, of University Hospitals, were unable to make the meeting since it was changed to the first Wednesday of January. This item shall be re-scheduled.

3. FLORES HOME UPDATE

As a follow-up to the November SAMI report, Terry Lester, Adult Project Administrator, updated committee members about the status of the Roberto Flores Residential Care Facility operated by Bridgeway, Inc. In February 2003, a site visit was conducted at the Flores Home. At that time it was noted that there was a lack of mental health or substance abuse treatment occurring. The agency also did not have the proper ODADAS certification needed to bill for chemical dependency services. The agency reported that certification problems stemmed from the agency's difficulty in successfully acquiring staff with proper credentials.

A second site visit was made in December 5, 2003. The review reflected that substantial programmatic changes had been made as well as the application to ODADAS for certification. The agency is slated to receive its certification site visit on 1/21/04. Comprehensive policies and procedures have been developed and are being implemented.

Board staff, in collaboration with SAMI Center of Excellence, shall continue to work with Bridgeway, Inc. on program fidelity to the New Hampshire Dartmouth Model of Integrated Treatment for Dual Diagnosis and to monitor their compliance with Board and regulatory bodies.

PP&P Committee Members Input:

- J. Bazyk asked for additional information. Are services appropriate? What are the outcomes?
- M. Warr advocated for cultural competency implementation at the home.
- J. Bazyk suggested introducing the Ticket to Work program to Flores Home residents.

ACTION:

- The Chair asked for a brief update on the ODADAS certification at the February meeting.
- Schedule overall Flores Program update in April or May.

4. POLICY REVIEW

Ms. Rose Fini, Contract/Risk Manager, noted that the draft version of the Coordination of Pharmaceutical Entities policy was revised, pursuant to the Executive Committee's direction, to incorporate a suggestion generated from public comment. This policy has been referred by the Executive Committee to the Program Planning & Policy Committee for its consideration.

- **COORDINATION OF PHARMACEUTICAL ENTITIES**

Ms. Fini identified the changes made to the policy. A discussion ensued on the new statement, "Each activity that is considered by the CCCMHB Board of Governors, pursuant to this Policy, shall be reviewed for potential conflicts of interest and for the impact upon contract service providers."

A concern was raised by Ms. Miriam Plax, Executive Director of NAMI-Metro Cleveland, that this policy might impact individual direct relationships that providers have established with pharmaceutical companies and that the proposed review was an internal process. Mr. Denihan noted that it is not the intent of the CCCMHB to negatively impact providers. Although an internal review process is proposed, Board Chair, Ms. Caplan, noted that all Board business is entered into formally through Board approval in a public forum.

ACTION:

- Committee members proposed adding to the policy specific language noting that the results of the review process would go before a Board of Governors Standing Committee to allow public discussion prior to the issue being brought before the full Board.
- The revised policy with additional language should be brought back to the Program Planning & Policy Committee for further discussion.

- **AWARDING CONTRACTS FOR SERVICES**

Ms. Fini noted that this policy had its 1st reading in November. Since that time, some issues have surfaced. Ms. Fini addressed a scenario when an emergency situation might occur that would affect service provision. In this case, immediate action might be needed to determine how to quickly act on behalf of treatment for consumers.

- The aforementioned change is reflected in item #3 under Responsibilities.
- Item #4 has been deleted. Instead of one Governor serving on the review committee, the issue is addressed, in italics, item (d) which stipulates that a *"summary of the evaluation process to the BOG Executive Committee."*

[Rev. Ben Gohlstin left the meeting.]

ACTION: Committee members proposed adding to item (d) the words, "results of evaluation".

MOTION TO ACCEPT THE CHANGES PROPOSED TO THE POLICY STATEMENT: "AWARDING CONTRACTS FOR SERVICES" FOR THE 2ND READING AT THE 1/28/04 GENERAL MEETING.

Motion: M. Warr Second: A. Hull AYES: J. Bazyk, B. Caplan, A. Hull, M. Warr NAYS: None
Motion passed.

5. HOUSING & EMPLOYMENT EXPANSION

Michael Doud, Residential Project Administrator, reported that the Ohio Department of Mental Health approved the Housing and Employment Infusion Proposal presented by staff of the Employment Alliance, Emerald Development and Economic Network, Inc. and the CCCMHB. The \$30,000 awarded by ODMH must be spent no later than 6/30/04.

This project will have a positive system impact as additional consumer households can be served once consumers currently receiving a rental subsidy obtain competitive employment. Board staff recommends approving these pass-thru funds.

ACTION:

- Mr. Denihan and committee members asked that the following information be included in the project's summary report as of 6/30/04:
 - number of consumers that were paid to facilitate the project
 - number of consumers contacted
 - number of those who acquired jobs
 - a list of competitive jobs (range of employment opportunities)
 - comparison of project results to project goals

MOTION TO RECOMMEND APPROVAL TO ACCEPT AND ALLOCATE ODMH FUNDING FOR THE FY04 HOUSING AND EMPLOYMENT INFUSION PROJECT TO THE OPERATIONS & FINANCE COMMITTEE. Motion: B. Caplan Second: M. Warr AYES: J. Bazyk, B. Caplan, A. Hull, M. Warr NAYS: None / Motion passed.

6. OLD/NEW BUSINESS

- Mr. Denihan provided a brief update on the Board's status with respect to the new levy County dollars. The Administrator's original recommendation for the mental health system was \$3.3 million with some funds restricted for specific purposes. Since that time, the County has proposed to add another \$1.5 million, viewed as a one-time expenditure, not a reserve or part of our subsidy. The CCCMHB's base funding is \$17.5. The additional \$1.5 million brings our total revenue from the County for CY04 to \$19 million. Mr. Denihan suggested that the \$1.5 million be used for purposes other than on-going programs as there is no guarantee that such funds will be available in CY05.
- Ms. Bledsoe proposed the following agenda items to consider with Chairperson, Dr. Mieke Smith:
 - Update on Project Tapestry
 - Update on Certification Status for Roberto Flores Home
 - Policy Statement: Coordination with Pharmaceutical Entities
 - Mutual Systems Performance Agreement – due 2/27/04
 - Employment Alliance Update – RE: data clarification
 - CWRU Center for Excellence

There being no further business, the meeting adjourned at 3:00 p.m.

**Submitted by: Carol Krajewski, Executive Specialist to the Board of Governors
Approved by: John Bazyk, Acting Chair, Program Planning & Policy Committee**