

**LAKE COUNTY ADAMHS BOARD**

Regular Board Meeting

October 15, 2018

6:00 p.m.

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

Ms. DeMitra called the meeting to order 6:00 p.m.

**ROLL CALL:**

Members Present: Chair -- Dione DeMitra

Les Beck	Nancy Brown
DaveENZerra	Troy Hager
Roberta Kalb	Jim McBride
Andy Meinhold	Matt Sabo

Members Absent:

Doug Klier	Julia McGruder
Frank Sarosy	Karen Sippola

Staff Present:

Kim Fraser, Executive Director  
 Jackie Bruner, Director of Business Operations  
 Greg Markell, Director of Community/Public Affairs  
 Christine Lakomiak, Director of Quality & Clinical Operations  
 Kelly Tuttle, Secretary/Receptionist  
 Matt Gundling, Staff Accountant

Guests:

Tim Kehres	Big Brothers/Sisters	Jackie Smith	Lake Health
Damir Pavicic	Bridges	Lisa Falkenberg	Lake Health
Ronald Wright	Bridges	Kelley Sega	Lake Health
Rachel Truelsch	Cleveland Rape Crisis	Ann Mason	NAMI
Mike Matoney	Crossroads/Beacon Health	Heather Harrington	Signature Health
Karen McLeod	Extended Housing	Breanna Wiley	Signature Health
Mary Wynn-Peaspanen	Family Planning/Signature	Jessica Martin	WomenSafe
Melanie Blasko	Lake-Geauga		

**MINUTES OF MEETING:**

Mr. McBride moved to accept the minutes of the September 17, 2018 regular Board meeting as mailed. The motion was seconded by Mr. Meinhold and the Motion Passed Unanimously. (19-016)

**CORRESPONDENCE:**

There was no correspondence.

**FINANCIAL REPORT:**

Mr. Gundling read the financial report of Board operations for the month of September 2018 as follows:

Beginning Cash Journal Balance .....	\$6,647,963.03
Plus: Cash Receipts for the Month .....	\$ 103,058.99
Total to Account For .....	\$6,751,022.02
Minus: Cash Disbursements for the Month .....	\$1,214,621.22
Ending Period Adjustments	\$ 0.00
Ending Cash Journal Balance .....	\$5,536,400.80

Ms. Kalb moved to accept the financial report for the month of September 2018 as read. Seconded by Mr. Meinhold, the Motion Passed Unanimously. (19-017)

**PUBLIC COMMENT ON AGENDA ITEMS & INTRODUCTIONS OF GUESTS:**

Guests were welcomed and invited to introduce themselves and comment on any agenda items.

**EXECUTIVE DIRECTOR'S REPORT:**

Ms. Fraser introduced the Treasurer of NAMI's Board, Ms. Mason, to give a brief update on changes at the agency. Ms. Mason stated that she appreciated the support of the Board during their transition. In July they had staff leave as well as the Executive Director. All of the programs continued to run and the NAMI Board stepped into help where needed. The Ombudsman position was filled. They started their search for a Executive Director but their first round of interviews did not yield a candidate. After another search they found a candidate and made an offer today. Also during the transition NAMI moved to the 3<sup>rd</sup> floor in Victoria Place and made some upgrades such as new phone system. NAMI also created a first time newsletter.

Ms. Fraser stated a list of upcoming fundraisers for provider agencies are included in Board packets. She asked Board members to consider attending an event. The Bridges Clambake is this Saturday, October 20<sup>th</sup> and dinner will be served around 6:00 p.m.

The Eastlake Police Department has partnered with the Lake County ADAMHS Board for the Safe Passages Initiative. The premise is for someone who is suffering from addiction to get treatment; not go to jail. Anyone can come to the police department and a Safe Passages representative will help them get connected to treatment providers.

Ms. Fraser presented a power point on the 'Lake County Trauma Response Team' who are behavioral health specialists employed by ADAMHS providers that help people affected by suicide, assault, an unexpected death, large scale accident or other traumatic events understand their reactions to the trauma and teach them techniques for managing stress. They also identify those who need additional help and guide them towards it. The team is accessed through the crisis hotline. The team leader then responds to the caller and discusses the situation in more detail and develops the team's involvement. The Trauma Response Team responds only on request. They do not self-deploy.

The Trauma Response Team is an asset to the community and very impactful. They recently were at Mentor High School for the sudden death of their volleyball coach; meeting with students, families and staff. Ms. Fraser recognized the following team members for their dedication and long hours at the school: Leah Houser -- Team Leader (Extended Housing), Kim Hearn-Vance (Lake Health), Cathy Iannadrea (Signature Health), Faith Lewis (Lake Geauga), Sarah Yenkevich (Lake Health), Lisa Foisel (Nevaeh Ridge), Crystal Gerson (Beacon Health) and Mike Rodio (Signature Health).

**EXECUTIVE COMMITTEE REPORT:**

Ms. DeMitro 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 enter into a one-time FY19 non-Medicaid contract with Big Brothers Big Sisters for an amount not to exceed \$60,000 for the Foster Care Youth Transition Program. The motion was seconded by Mr. Hager. After discussion, the Board voted and the Motion Passed Unanimously. (19-018)

On behalf of the Executive Committee, Mr. Hager moved that the full Board approve the changes to the Lake County ADAMHS Board bylaws as presented by the Executive Director. The motion was seconded by Mr. McBride and the Motion Passed Unanimously. (19-019)

On behalf of the Executive Committee, Mr. Beck moved that the full Board accept the Lake County CY2017 Audit. The motion was seconded by Ms. Kalb. As there was no discussion the Board voted and the Motion Passed Unanimously. (19-020)

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

Ms. Kalb reported the Evaluation/Quality Improvement Committee met on Monday, October 1st and the following items were discussed:

Quality Improvement Review of WomenSafe Ms. Martin presented a power point highlighting services at WomenSafe. The agency's mission is to provide emergency shelter and support services to survivors of domestic violence throughout Northeast Ohio.

WomenSafe's shelter provides state of the art security with a trauma informed care design from entry to exit. In SFY 18, they provided emergency shelter services to 49 Lake County residents comprising of over 1,581 nights of shelter and 33% of their total shelter nights for the year. The maximum occupancy is 32. All services at WomenSafe are elective and tailored to best meet the needs of their clients.

Ms. Glavic shared a success story from their Aftercare program and reviewed the success of their Peer Support Program noting that 100% of clients reported feeling less isolated after attending group and that the information learned in group improved their situation.

Ms. Lakomiak conducted the agency's Contract Compliance Review and found them in compliance.

On behalf of the Evaluation/Quality Improvement Committee, Ms. Kalb moved that the full Board accept the WomenSafe's Quality Improvement plan as presented. Seconded by Mr. Beck the Motion Passed Unanimously. (19-021)

Quality Improvement Review of North Coast Behavioral Healthcare Services (NBHS) NBHS provides residential treatment services and med/som services at Willoughby Place and Madison Place. The two homes provide temporary, transitional housing with treatment and supportive services for 16 adults who are severely mentally disabled. Staff is on site 24/7.

The group homes are directly linked with Northcoast Behavioral Healthcare, the state behavioral health hospital. This is a benefit to the group home because there is a vast array of support available such as Medical Physicians/Nurse Educators, Psychiatrists/Psychologists, Hospital Executive Committee/Administration and safety/environment.

Ms. Turpin stated assistance with personal care tasks, medication management and life skills are required for successful independent living. Three residents are currently employed. The average length of stay in SFY18 was 1.2 years; declining steadily the last five years. There are four individuals on the wait list.

Ms. Lakomiak conducted the agency's Contract Compliance Review and found them in full compliance.

On behalf of the Evaluation/Quality Improvement Committee, Ms. Kalb moved that the full Board accept the North Coast Behavioral Healthcare's Quality Improvement plan as presented. Seconded by Mr. McBride the Motion Passed Unanimously. (19-022)

Next Meeting Date: Monday, November 5, 2018, at 5:30 p.m. at the Lake County Sheriff's Department

**PROGRAM COMMITTEE REPORT:**

Ms. DeMistro reported the Program Committee met on Monday, October 1st and the following items were discussed:

Ms. Lakomiak reminded that the purpose of the Program Committee is to not look at the dollars/allocations but to consider the clinical services. The committee will hear and learn about specific programs needs in our community and make recommendations based on those needs. Program Committee, when in support of a program, will make motions to support and then the motion goes to allocations where that committee decides the fiscal support.

Behavioral Health/Criminal Justice Presentation Ms. Hammond, the Program Manager for Forensic Services presented a power point on the programs that she oversees.

CIT (Crisis Intervention Training) is provided to help first responders recognize mental illness symptoms so they can respond effectively when they encounter someone exhibiting symptoms during a call. The training is a collaborative effort amount 15 community agencies. There are CIT trained officers at every department in Lake County. The goal is to have 25% of departments trained to respond on any shift to a mental health crisis. 282 people have been trained in Lake County; 188 of which are Lake County police officers and 30 from Lakeland's Police Academy. Ms. Hammond noted they are planning one-day training for dispatchers.

Lake County Jail Two Masters Level Clinicians provide pharmacological management, crisis intervention, discharge planning, linkage, groups and assessments with recommendations for inmates in the Lake County Jail. In 2017, 2089 referrals were received. From these referrals 383 people were put on their caseloads. 213 participated in group and 341 people were seen 474 times by a prescriber. Only 57 came into the jail medication compliant.

Mental Health Court In 2004 Judge Trebets started the Mental Health Court in Mentor. This is a diversion program to offer treatment instead of jail time. Common Pleas, Painesville and Willoughby Court can transfer jurisdiction for a client to participate in the program. It is a voluntary program for Lake County residents with misdemeanor charges and some felonies are accepted. The program lasts two years and they work through five steps with sanctions, rewards and random drug screens. At the end of the program if an individual has had no arrests and remains in treatment they can have their misdemeanor charges dismissed. 225 have been in the program with 115 graduating. Five resigned, twelve are deceased, and 5 are pending. There are currently 27 people in the program.

Mr. McBride commended Ms. Hammond on the work she does and the value in these programs.

Other Ms. Lakomiak reported a request was received from Lake Health for a Peer Recovery Coach program in the Emergency Department at Lake West and TriPoint. In August and September the Crisis Team has seen a record number of patients. The total in September was 346 patients. A Peer Recovery Coach would provide support and work with someone in crisis due to substance use along with their family and complete follow-up calls. This would complement their existing Crisis Team program.

Ms. Falkenberg stated they would try this program as a pilot project. Several counties throughout the state have seen success with this evidence based program and good outcomes. They plan to hire 2 to 3 coaches working 2<sup>nd</sup> shift under the supervision of the Emergency Department. A motion was forwarded to the Allocation Committee to enter into a contract with Lake Health for the Peer Recovery Program.

Next Meeting Date: Monday, December 10, 2018 at the Lake County ADAMHS Board

#### **ALLOCATION COMMITTEE REPORT:**

Mr. Beck reported the Allocation Committee met on Wednesday, October 3rd and the following items were discussed:

SFY18 non-Medicaid Contract Reconciliation Ms. Fraser reviewed 'SFY2018 Mental Health and Substance Use Disorder non-Medicaid Service Contract Reconciliations'. Grant contracts are for programs that can't be broken into a unit of service. 1/12 of the amount is allocated to the agency at the beginning of each month. Unused dollars are invoiced and returned back to the Board. Purchase of service (POS) contract dollars are granted when the agency submits a bill for the units of service provided. Due to the changes with behavioral health re-design and managed care POS contracts were fronted dollars like a grant contract so there were no delays in payment to agencies. Ms. Fraser noted in the current fiscal year we are still continuing to pay these contracts up front to ensure there is no delay in payment to agencies. Unspent dollars are returned to the Board's cash reserves.

Ms. Fraser highlighted the following contracts:

- Beacon Health - amount to be invoiced: \$17,742.00 (grant) and \$217,770.27 (purchase of service)
- Catholic Charities –amount to be invoiced: \$10,671.43 (grant) and \$36,964.14 (purchase of service)
  - The Transition Age Youth program was previously allocated to one agency; this was the first year it was allocated to individual agencies.
  - The agency has struggled to find clinicians.
- Crossroads - amount to be invoiced: \$32,750.00 (grant) and \$120,408.18 (purchase of service)
  - The agency was able to utilize other funding sources instead of local funding.
  - They were not sure how many ACHES apps would need to be needed.
- Extended Housing - amount to be invoiced: \$38,019.11 (grant)
  - The amount to be invoiced was for an Emergency Housing Voucher program that added extra vouchers midway thru the year. The entire amount is anticipated to be expended next fiscal year.
- Lake-Geauga - amount to be invoiced: \$50,532.00 (grant) and \$135,504.47 (purchase of service)
  - The agency was able to utilize Medicaid instead of local funding.
  - The Minority Outreach Education Program saw a significant drop from the Hispanic community.
- Signature Health – amount to be invoiced: \$248,679.35 (grant) and \$220,416.00 (purchase of service)
  - This was the first year for the agency provided substance abuse services under a non-Medicaid contract with the Board, so they were not sure how to budget.
  - The grant reconciliation is due to the men's residential treatment facility. They were not able to secure a location and are still looking. They will reconcile these dollars back but when a location is secured these dollars will be reallocated to the agency.
- Windsor-Laurelwood
  - The Board utilizes beds at Windsor-Laurelwood through purchase of service for adults and children. If beds are not available at the state hospital bed days are used at Windsor-Laurelwood. These dollars should continue to be earmarked in case something happens with access to the state hospital.
- WomenSafe, Inc. – amount to be invoiced: \$15,175.21 (purchase of service)

- The agency was able to utilize Medicaid instead of local funding and there was some expansion of programming.

A motion was forwarded from the Allocation Committee to send invoices to Beacon Health, Catholic Charities, Crossroads, Extended Housing, Lake-Geauga Recovery Centers, Signature Health and WomenSafe.

On behalf of the Allocation Committee, Mr. Beck moved that the full Board invoice Beacon Health (\$235,512.27), Catholic Charities (\$47,635.57), Crossroads (\$153,158.18) Extended Housing (\$38,019.11), Lake Geauga Recovery Centers (\$186,036.47), Signature Health (\$469,095.35) and WomenSafe (\$15,175.21) for SFY2018 unspent non-Medicaid grant and purchase of service contracts. The motion was seconded by Mr. Meinhold and the Motion Passed Unanimously. (19-023)

SFY19 Board Capital Line-Item Increase Ms. Fraser stated that staff is recommending the capital line-item (#811) be increased by \$500,000. These dollars would be used for Signature Health's men's residential treatment facility when it is secured and for Lake-Geauga's residential treatment facility they recently applied for through the state. If these dollars are not spent they carry over into the next fiscal year. A motion was forwarded from the Allocation Committee to accept the staff recommendation.

On behalf of the Allocation Committee, Mr. Beck moved that the full Board increase the capital line item (account #811) by \$500,000. The motion was seconded by Ms. Kalb. and the Motion Passed Unanimously. (19-024)

Crossroads/Beacon Health Capital Funding Request and Merger Integration Request Ms. Fraser reported that since the merger there have been some financial uncovering's. Crossroads has had to absorb a lot of debt on behalf of Beacon Health and have an 18 month plan to get in the black. Crossroads/Beacon Health has requested \$143,000 in Capital Funds. There are a couple of areas that Crossroads has inherited challenges from Beacon Health such as: HVAC system (\$22,000), parking lot resurface (\$11,000) and retail store front enhancements that are attached to their building (\$10,000). They are also asking for funds to help with a new phone system, consolidate administration, financial records and relocation/consolidation fees. Board staff has been meeting with Crossroads/Beacon Health looking at finances. Crossroads has invested \$800,000 of their reserves to date. A motion was forwarded from the Allocation Committee to enter into a contract with Crossroads/Beacon Health for the purpose of capital expenditures.

Ms. Fraser stated that Crossroads/Beacon Health have requested \$207,000 for costs related to merger integration funding. The total cost to complete these projects is \$429,600. Crossroads is contributing \$222,600. The request includes several projects such as: electronic health records, expanding community nursing, rebranding, express scheduling system, human resources conversion, board/ staff development and legal consultation for the merger to become a single entity. A motion was forwarded from the Allocation Committee to enter into a contract with Crossroads/Beacon Health for costs related to the merger.

Discussion: Has there been a savings seen since the consolidation? Yes, they have already seen a savings of \$800,000 since the merger in January. Some of these investments they are requesting today will allow them to generate more money in the future and make them better prepared and marketable to managed care. Would any part of this request have been made if the organizations were not merging? Yes, a substantial portion of the integrations request addresses overall operational enhancements that will improve the performance of the overall agency, and will improve the agency's ability to generate revenue, through managed care contracts and improved productivity.

On behalf of the Allocation Committee, Mr. Beck moved that the full Board enter into a SFY 2019 non-Medicaid contract with Crossroads for an amount not to exceed \$143,000 for the purpose of capital expenditures. The motion was seconded by Ms. Kalb and the Motion Passed Unanimously. (19-025)

On behalf of the Allocation Committee, Mr. Beck moved that the full Board enter into a SFY 2019 non-Medicaid contract with Crossroads for an amount not to exceed \$207,000 for costs related to merger integration funding. The motion was seconded by Mr. Meinhold and the Motion Passed Unanimously. (19-026)

**Other** Ms. Fraser reported a request was received from Lake Health for a Peer Recovery Coach Pilot program in the Emergency Department in the amount of \$4,700. A Peer Recovery Coach would provide support and work with someone in crisis due to substance use along with their family and complete follow-up calls. Lake Health Foundation is matching the three month pilot request. A motion was forwarded from the Allocation Committee to accept this request.

On behalf of the Allocation Committee, Mr. Beck moved that the full Board enter into an SFY 2019 non-Medicaid contract with Lake Health for an amount not to exceed \$4,700 for Peer Support Recovery Coach Pilot program. The motion was seconded by Ms. Kalb and the Motion Passed Unanimously. (19-027)

Next Meeting Date: Wednesday, December 12, 2018 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** Mr. Meinhold moved that the Board approve the October bills totaling \$1,577,796.52 be paid as presented. The motion was seconded by Mr. Enzerra. As there was no discussion the Board voted and the Motion Passed Unanimously. (19-028)

**AGENCY PRESENTATIONS:**

Ms. Martin gave a brief presentation on services provided at WomenSafe.

**GOOD OF THE GROUP:**

Ms. DeMitro proudly announced that Ms. Fraser has been chosen as the Mentor Chamber of Commerce 'Citizen of the Year' and will be recognized at their November meeting. She was warmly applauded and congratulated. If any Board members are interested in attending, please contact Ms. Tuttle.

As there was no further business, Mr. Beck moved for adjournment at 6:55 p.m. The motion was seconded by Mr. Sabo and the Motion Passed Unanimously. (19-029)

Respectfully submitted,

Dione DeMitro  
Board Chair

Les Beck  
Board Secretary