

LAKE COUNTY ADAMHS BOARD

Regular Board Meeting

Monday, April 20, 2020

6:00 p.m.

Teleconference

Mr. Beck called the meeting to order 6:00 p.m.

ROLL CALL:

Members Present: Chair -- Les Beck

Nancy Brown	Kim Collise
Dione DeMitro	Dave Enzerra
Roberta Kalb	Pam Kurt
Jim McBride	Julia McGruder
Andy Meinhold	Matt Sabo
Karen Sippola	Joanne Zeroske

Staff Present:

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

Guests:

Emily Currie-Manring	Catholic Charities	Katie Jenkins	NAMI of Lake County
Mike Matoney	Crossroads Health	Mary Wynn-Peaspanen	Signature Health
Karen McLeod	Extended Housing	Patty Smith	Signature Health
Melanie Blasko	Lake-Geauga	Tim Kehres	Torchlight Youth Mentoring
Charles Tong	Lake-Geauga	Georgette Pollino	Windsor-Laurelwood
Jackie Smith	Lake Health	Andrea Gutka	WomenSafe, Inc.
Carrie Dotson	Lifeline, Inc.		

Ms. Fraser asked that when guests are not speaking to please mute their phone to keep out background noise and to announce their first name before speaking. Guests will not need to introduce themselves but can comment during the public comment agenda items. Please email Ms. Tuttle if you are present during the meeting so you can be added to the minutes for the record. Since this is a teleconference Board members will need to do a roll call vote for every motion.

MINUTES OF MEETING:

Mr. Meinhold moved to accept the minutes of the February 24, 2020 regular Board meeting as mailed. The motion was seconded by Ms. Zeroske and the Motion Passed Unanimously. (20-069)

CORRESPONDENCE:

There was no correspondence.

FINANCIAL REPORT:

Ms. Bruner read the financial report of Board operations for the month of February 2020 as follows:

Beginning Cash Journal Balance	\$3,928,146.18
Plus: Cash Receipts for the Month	\$ 711,941.66

Total to Account For	\$4,640,087.84
Minus: Cash Disbursements for the Month	\$1,410,684.91
Ending Period Adjustments	\$ 00.00
Ending Cash Journal Balance	\$3,229,402.93

Ms. Bruner read the financial report of Board operations for the month of March 2020 as follows:

Beginning Cash Journal Balance	\$3,229,402.93
Plus: Cash Receipts for the Month	\$4,828,068.98
Total to Account For	\$8,057,471.91
Minus: Cash Disbursements for the Month	\$1,358,432.58
Ending Period Adjustments	\$ 00.00
Ending Cash Journal Balance	\$6,699,039.33

Ms. Kalb moved to accept the financial report for the month of February and March 2020 as read. Seconded by Ms. Zeroske, the Motion Passed Unanimously. (20-070)

PUBLIC COMMENT ON AGENDA ITEMS & INTRODUCTIONS OF GUESTS:

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

EXECUTIVE DIRECTOR’S REPORT:

Ms. Fraser thanked everyone for their support and patience in this new environment. Internally a majority of Board staff are working remotely and we have secured technology to ensure all staff can work remotely. All operations including Compass Line and Transportation continue to operate. Staff has been working to secure PPE and cleaning products on behalf of the system (2000 masks, hundreds of rolls of toilet paper and paper towels, cleaning products, thermometers, several hundred containers of disinfectant wipes, sprays, hand soap, and hand sanitizer).

Ms. Fraser noted a plan will be developed to reopen the office when appropriate. Schools are now closed through end of the academic year. We will be watching as others slowly plan for reopening.

Ms. Fraser stated that the Annual Dinner is cancelled in June but we will still hold a regular Board meeting in June. The Expressions of Recovery art show which is held at the mall in May has been cancelled. There are plans to find a way to have a system-wide celebration in the fall.

Ms. Fraser reported that staff is working to make sure people know help is available and have created a Warm line and virtual support groups via Crossroads Health, using social media and press releases to promote services.

Ms. Fraser stated that system wide providers have adapted and continue to provide services. Many clinical services are occurring via telehealth; prevention and support services continue via outreach calls, virtual groups, etc. Some notable changes are: the Jail Treatment Program is transitioning to telehealth, residential treatment is open but with some decrease in numbers to accommodate the possibility of a positive test and school-based service teams are working closely with teachers and students to continue to offer support.

Ms. Fraser advised that the overall assessment numbers for new clients is down locally and statewide. A behavioral health “surge” is anticipated in the coming months. We will need to plan locally for how to accommodate this from a clinical and financial perspective.

Ms. Fraser announced the Board will be entertaining one-time funding requests as well as line item adjustments in April, May, and June. The Board has secured an additional \$19,000 in regional funds to meet COVID-19 related needs and Board staff is looking at availability of funds in our board operating budget. We are also asking agencies to let us know where they anticipate underspending, so we can move that funding to areas of need.

Ms. Fraser noted that this month's list of bills was particularly high. We have included the total grant amounts allocated to providers through June 30th. If providers encounter fiscal problems the dollars will be available to them. Consequently May's list of bills will be significantly lower.

Ms. Fraser reported that all state departments are instructed to build FY2021 budgets anticipating a 20% decrease. We do not know if OMHAS will receive that level of cut and what it could mean for our county's funding.

EXECUTIVE COMMITTEE REPORT:

On behalf of the Executive Committee, Mr. Meinhold moved that the full Board extend FY2020 non-Medicaid contracts through December 31, 2020, and to authorize the Executive Director to send correspondence to all current providers extending current contracts. The motion was seconded by Ms. Zeroske. As there was no discussion the Board voted and the Motion Passed Unanimously. (20-071)

At least forty-five (45) days prior to the annual meeting of the Board, the Board shall elect a Nominating Committee composed of at least five (5) of its' members not then officers of the Board. Such Nominating Committee shall report to the Board at the Regular Meeting prior to the Annual Meeting a list of candidates for officers to be voted for at the ensuing election of officers. At least ten (10) days before the Annual Meeting, the Secretary shall mail by first class mail, postage prepaid, to each member of the Board at his/her last known address, the list of candidates selected by the Nominating Committee. Nominations for any office may be made from the floor with consent of the nominee. Once appointed, the Nominating Committee shall remain a standing committee until replaced in the succeeding year as set forth above.

On behalf of the Executive Committee, Mr. Sabo moved that the full Board elect the following members to the Nominating Committee to develop a recommended Slate of Officers for FY2021: Karen Sippola (chair), Jim McBride, Julia McGruder, Nancy Brown and Roberta Kalb. The motion was seconded by Mr. McBride. As there was no discussion the Board voted and the Motion Passed Unanimously. (20-072)

On behalf of the Executive Committee, Mr. Enzerra moved that the Lake County ADAMHS Board approve the General & Professional Liability Insurance and the Directors and Officers Liability Insurance as recommended by the Executive Director. The motion was seconded by Ms. Kalb and the Motion Passed Unanimously. (20-073)

On behalf of the Executive Committee, Mr. Meinhold moved that the full Board adopt the Families First Coronavirus Relief Act (FFCRA), effective April 1, 2020. The motion was seconded by Mr. Sabo and the Motion Passed Unanimously. (20-074)

Ms. Fraser noted that the Federal Employee Act has been adopted by Lake County to extend FMLA for families impacted by the Coronavirus.

On behalf of the Executive Committee, Mr. Meinhold moved that the full Board enter into an FY2020 one-time non-Medicaid contract with Extended Housing in an amount not to exceed \$71,000 for Phase 2 of the Elevator

Project. Extended Housing agrees to repay the grant to Lake County ADAMHS Board upon receipt of approved funding from Ohio Department of Mental Health and Addiction Services (MH-1113). The motion was seconded by Ms. Kalb and the Motion Passed Unanimously. (20-075)

On behalf of the Executive Committee, Mr. Sabo moved that the full Board enter into an FY2020 one-time non-Medicaid contract with Torchlight in an amount not to exceed \$60,000 due to loss of fundraising capacity/income and directly related to the COVID-19 pandemic. The motion was seconded by Mr. McBride and the Motion Passed Unanimously. (20-076)

Ms. Fraser noted that this is Torchlight's active time of year for fundraising events (bowling and golf). They are not going to be able to go forward with these events this year.

On behalf of the Executive Committee, Mr. Enzerra moved that the full Board enter into an FY2020 one-time non-Medicaid contract with Lifeline in an amount not to exceed \$22,000 to support services to Lake County's homeless population and directly related to the COVID-19 pandemic. The motion was seconded by Ms. Brown and the Motion Passed Unanimously. (20-077)

Ms. Fraser stated that Project Hope has expanded hours and staffing to accommodate the homeless population. Lifeline works closely with Project Hope and will be a pass thru agent to help support the shelter. Funds will also be used to place individuals in hotels that are homeless.

EVALUATION/QUALITY IMPROVEMENT COMMITTEE:

Mr. Sabo stated that the committee met on Monday, March 9, 2020 and the minutes were sent out prior to this evening's meeting for Board members review.

Mr. Sabo noted that following a presentation by the agency, Ms. Lakomiak reported she conducted Crossroads Health's Contract Compliance Review and found them in full compliance.

On behalf of the Evaluation/Quality Improvement Committee, Mr. Sabo moved that the full Board accept Crossroads Health's Quality Improvement Plan as presented. Seconded by Ms. Zeroske and the Motion Passed Unanimously. (20-078)

Next Meeting Date: To be determined

PROGRAM COMMITTEE MEETING:

Ms. Sippola reported that the committee met on Monday, March 9, 2020 and the minutes were sent out prior to this evening's meeting for Board members review.

Ms. Sippola shared that Signature Health provided a brief presentation on their Perinatal Depression Program. A motion was forwarded to the Allocation committee that they enter into SFY2020 contract with Signature Health to provide the Perinatal Depression Program for the last quarter of the year.

Next Meeting Date: To be determined

ALLOCATION COMMITTEE MEETING:

Mr. Meinhold reported that the committee met on Wednesday, March 11, 2020 and the minutes were sent out prior to this evening's meeting for Board members review.

On behalf of the Allocation Committee, Mr. Meinhold moved that the full Board enter into SFY20 contract with Signature Health for the Perinatal Depression Program in an amount not to exceed \$8,250 for April 1, 2020 through June 30, 2020. The motion was seconded by Ms. McGruder and the Motion Passed Unanimously. (20-079)

On behalf of the Allocation Committee, Mr. Meinhold moved that the full Board approve a budget neutral adjustment to the SFY2020 non-Medicaid contract for Crossroads Health: increase Community Services \$95,000, decrease Psychiatric Diagnostic Evaluation without Medical \$25,000, decrease MH Psychotherapy \$10,000, decrease Evaluation and Management \$10,000, decrease MH Psychotherapy for Crisis \$50,000, increase Intake and Consultation \$31,500, decrease Employment Services \$31,500, increase SUD Prevention \$10,000, decrease SUD Ascent \$5,000, decrease SUD Intensive Outpatient \$5,000. The motion was seconded by Ms. Brown and the Motion Passed Unanimously. (20-080)

On behalf of the Allocation Committee, Mr. Meinhold moved that the full Board enter into a one-time SFY2020 non-Medicaid contract with Crossroads Health in an amount not to exceed \$16,800 to fund expenses from Willoughby-Eastlake school contract and decrease MH Crisis Outreach by \$16,800. The motion was seconded by Ms. Sippola and the Motion Passed Unanimously. (20-081)

On behalf of the Allocation Committee, Mr. Meinhold moved that the full Board approve an adjustment to the SFY2020 non-Medicaid contract with Crossroads Health Trauma Response, increasing funding by \$2,000. The motion was seconded by Mr. McBride and the Motion Passed Unanimously. (20-082)

On behalf of the Allocation Committee, Mr. Meinhold moved that the full Board increase the Board Operating Printing and Advertising Line-Item 653 by \$10,000 and decrease Salaries 512 by \$10,000. This is a budget neutral adjustment. The motion was seconded by Ms. Brown and the Motion Passed Unanimously. (20-083)

On behalf of the Allocation Committee, Mr. Meinhold moved that the full Board approve a budget neutral adjustment to the SFY2020 non-Medicaid contract with Catholic Charities by increasing interpretation services by \$10,231 and decreasing MH Psychotherapy by \$10,231. The motion was seconded by Ms. Sippola and the Motion Passed Unanimously. (20-084)

Next Meeting Date: To be determined

*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 Ms. Zeroske moved that the Board approve the April bills totaling \$2,714,307.95 be paid as presented. The motion was seconded by Mr. Sabo. As there was no discussion the Board voted and the Motion Passed Unanimously. (20-085)

Mr. Sabo, Mr. McBride and Mr. Beck each acknowledged the challenges of not meeting in person and expressed their gratitude for the alternative meeting accommodations.

As there was no further business, Mr. Meinhold moved for adjournment at 6:45 p.m. The motion was seconded by Ms. Sippola and the Motion Passed Unanimously. (20-086)

Respectfully submitted,

Les Beck
Chair

Matt Sabo
Secretary