

**HAMILTON COUNTY ALCOHOL AND DRUG
ADDICTION SERVICES BOARD**

BOARD MEETING MINUTES

Thursday, November 17, 2005

TIME AND PLACE OF MEETING:

The November 2005 Meeting of the Hamilton County Alcohol and Drug Addiction Services Board of Trustees convened on Thursday, November 17, 2005 at 4:00 PM at the ADAS Center, 3009 Burnet Avenue, Cincinnati, OH.

PRESENT:

Mr. Bill Baldwin	Ms. Carol Gibbs
Mr. LeRoy Birch (arrived late)	Ms. Diana Harris
Mr. White Bourland	Judge John O'Connor
Mr. Robert Cantlon	Ms. Gina Moore
Mr. H. Richard Duval	Mr. Eric Ruffin
Mr. Patrick Fischer	Ms. Gwendolyn Womack

EXCUSED:

Ms. Mary Allen	Mr. Gerardo Torres
Mr. James Slattery	Dr. Frank Welsh

STAFF PRESENT:

Dr. Sherry Knapp-Brown	Ms. Fran Lopomo
Mr. Rob Fredericks	Ms. Linda Gallagher
Ms. Jan Hancock	

GUESTS:

Wes Miller, SAMAD	Randy Damron, Alcoholism Council
Ron Derstadt, CCAT	Margo Spence, First Step Home
Charles Kelly, Recovery Link	David Logan, Prospect House
Dennis LeGendre, Christ Hospital	Earl Siegel, DPIC
Pam McClain, Talbert House	Joan Wyler, NORCEN

CALL TO ORDER: Carol Gibbs called the meeting to order at 4:10 PM.

MINUTES: In the absence of the secretary, Gibbs presented the October 27, 2005 Minutes for approval. There being no changes, O'Connor moved to approve the minutes as mailed. Fischer seconded the motion. There was no discussion. Birch was not present. The motion carried.

PUBLIC COMMENT:

Earl Siegel with DPIC stated that this morning on a bus for a local school field trip one of the children opened an amulet of butyl mercaptan, which is a chemical similar to skunk spray, and many of the children were brought to Children's Hospital. The odor is strong and can last for months. In Australia, it is a chemical used as a deterrent to inhalant abuse. It is manufactured locally in Cincinnati for self-defense.

COMMITTEE REPORTS:

A. FINANCE AND FACILITIES COMMITTEE: Bill Baldwin presented the following financial statements for approval:

Contract Services Financial Statement Fourth Month SFY06 Revenues for the month of October were \$2,309,740 and Expenses were \$2,201,038. There was an excess of \$108,703. The Adjustments in Column G are being reconciled to the 2005 award letters from ODADAS. Fredericks stated that award letters are received in July and they are sometimes different than what the Board estimated when the budget was passed in June. Cantlon moved to approve the Contract Services Financial Statement Fourth Month SFY06. Fischer seconded the motion. There was no discussion. Birch was not present. The motion carried.

Board Operations Financial Statement Fourth Month SFY06 There was not a lot of activity in October because the staff was not able to process all of the revenue items. We are actually in a better position than the deficit of \$74,314 reflects. Baldwin stated that the \$17,565 Adjustment item is for Indirect Costs, which is the amount of the county's expenses that they have allocated to ADAS. The Board needs to authorize an increase in the Board Operations Budget to cover that expense. Knapp-Brown stated that it is a dramatic increase of about 39%. She stated that Indirect Costs are charged to ADAS by the county because they do payroll, cut checks, review our budget and items of that nature. Duval questioned how ADAS makes payroll when there is a deficit. Fredericks explained that the cash is there, but it is not reported in the Performance system yet. Cantlon asked if the money was budgeted for the increased Indirect Costs. Baldwin responded that we budgeted \$50,000 and the expense came in at \$67,000, which reflects a 39% increase over last year. Duval asked if every agency was increased by that amount. Knapp-Brown responded that she believes the county is passing increases on to everyone. She stated that the county has challenged us on expenses going up a small amount, but they are increasing their administrative costs 39%. Legally the county has no authority to take money for Indirect Costs from any county agency, so it is voluntary and our Board has always chosen to pay it. O'Connor moved to approve the Board Operations Financial Statement Fourth Month SFY06. Cantlon seconded the motion. There was no discussion. Birch was not present. The motion carried.

ADAS Center Financial Statement Fourth Month SFY06 This statement is informational and does not require action by the Board. Baldwin offered to answer any questions regarding this statement.

Update on Facilities (ADAS Center) Baldwin stated that bids for window replacement went out through the state. The state did not tell us the bids went out, but we knew because staff started receiving inquiries. Wes Miller stated that he hopes to get the windows in by spring. He stated that permits were applied for over six weeks ago, but there have been some issues because of the change in use from I-2 to I-3. The fire alarm will be done as soon as they award the contract. He cannot

give a timeframe at this point. This is the first time they have done permits with the city because until now only state inspections were required. Duval asked if a Building Permit was issued for the new Crossroads clinic. Miller responded that the approval process for the structure is complete but they are waiting for approval of operational issues.

- B. PROGRAM COMMITTEE** Harris stated that Lopomo reported to the Committee on the Indigent Care RFP that is out. It has been advertised and they are moving forward on establishing the evaluation committee. She stated that an RFP in conjunction with Juvenile Court will come out for Adolescent Services after the first of the year. All of the SFY06 contracts are signed except one and it is in the process of being signed. She stated that the trustees received in their packets a copy of the FY06 Funding List, which is a well-organized listing of funding sources. The Committee felt that it would be a helpful reference tool. She stated that the committee reviewed and revised the Committee Charter.
- C. NOMINATING AND EDUCATION COMMITTEE** Moore reported that the Committee met and discussed the roster and potential candidates for Board vacancies. They are seeking candidates who will assist the Board in achieving an appropriate gender and racial mix and candidates with IT experience. The Committee discussed Board training and has recommendations for trainers from Gibbs and Moore. The Committee is also working on a location for training. If the Board members do not want to go to the Boathouse, but still want ribs, Gibbs has a room at ACT that the Board could use and have ribs brought in. Knapp-Brown will poll the members as to a convenient time for the Committee to meet again and will obtain the applications of the candidates proposed to the Committee by Fischer. Duval questioned the date for the training. Knapp-Brown responded that the date and location have not been decided.
- D. AD-HOC PLANNING COMMITTEE** Harris reported that the Committee met and continued the review of the Strategic Plan Goals and Objectives. The Committee hopes to have a document ready to forward to the Board right after their December 8 meeting. The Committee reviewed the Committee Charter and made no changes.

CHAIRPERSON/EXECUTIVE COMMITTEE REPORT: Revised bylaws were mailed to all trustees on November 14. Gibbs stated that the Board will vote on the bylaws at the January meeting. Fischer reviewed the changes that have been proposed. Gibbs stated that the Health Alliance is looking at buying the Drake Center and the County Commissioners said they would pay them for the remainder of the five-year Drake levy. There would be no Drake levy after that. Knapp-Brown stated that Drug Court is funded through the Drake levy.

CHIEF EXECUTIVE OFFICER'S REPORT There was no written CEO report in the packets this month and Knapp-Brown presented her report orally. She stated that Holly James, the new President of the Coalition for a Drug Free Greater Cincinnati, started on Monday replacing Rhonda Ramsey-Molina who is leaving to have a baby. She stated that last year the Board passed a resolution supporting an Ohio Bill to give parity in insurance coverage for mental health care. A press conference will be held in Columbus

on November 29 and she will attend on behalf of the board. It is important to support the Bill because a lot of our clients have mental health issues and it may open the door in the future for drug and alcohol services to be covered by insurance. We receive about \$2.5 million per year from the Indigent Health Care Tax Levy and it is up for renewal in November 2006. Two of the county commissioners have stated an intention to decrease the use of property tax levies for special purposes such as mental health, children's services, zoos, museums, elder services, etc. and we will have a big challenge over the next six or seven month as the county debates whether to continue to fund the services we provide through levy dollars. If we lose the \$2.5 million, there will be a serious cut in the system and we could lose agencies. We have to work hard to show how our services are valuable and necessary to the county and that they save the county money. The Commissioners have formed a new Tax Levy Review Committee and the only person left from the prior committee is Chris Finney, who is known to be anti-tax. Duval questioned the membership of the new tax levy review committee. Knapp-Brown responded that the members are Thomas Cooney, Andre Harper, Daniel Unger, Virginia Wojtowicz, Jerome Fagel Jr., Michael Mecurio, Scott McIntyre, Joe Allen and Chris Finney. She believes they will start meeting in March. Knapp-Brown asked the trustees to contact the Commissioners to help them understand the value of our services.

OTHER BUSINESS Baldwin stated that at the Finance & Facilities Committee Meeting, there was discussion about changing the Board meeting schedule. The county closes down in mid-December and, since staff will not get any more information from the county, the financial statements we get at the end of December will not be worthwhile. Following discussion, Baldwin moved that the Board not meet in December 2005. Moore seconded the motion. Cantlon abstained. Birch was not present. The motion carried.

ADJOURNMENT There being no further business to come before the Board, the meeting was adjourned by unanimous consent at 4:48 PM.

Respectfully submitted by

Carol Gibbs, Chair

Date

Jan Hancock, Recorder

Date

The next meeting of the Hamilton County Alcohol and Drug Addiction Services Board of Trustees will be on January 26, 2006 at 4:00 PM.