

**HAMILTON COUNTY ALCOHOL AND DRUG
ADDICTION SERVICES BOARD
BOARD OF TRUSTEES MEETING**

Thursday, June 22, 2006

TIME AND PLACE OF MEETING:

The June 2006 Meeting of the Hamilton County Alcohol and Drug Addiction Services Board of Trustees convened on Thursday, June 22, 2006 at 4:00 PM at the ADAS Center, 3009 Burnet Avenue, Cincinnati, OH.

PRESENT:

Ms. Mary Allen	Ms. Carol Gibbs
Mr. William Baldwin	Ms. Diana Harris
Mr. Leroy Birch	Ms. Gina Moore
Mr. White Bourland	Judge John O'Connor
Mr. Robert Cantlon	Mr. James Slattery
Mr. H. Richard Duval	Dr. Frank Welsh
Mr. Patrick Fischer	Ms. Gwendolyn Womack

EXCUSED:

Mr. Eric Ruffin	Mr. Gerardo Torres
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STAFF PRESENT:

Dr. Sherry Knapp-Brown	Ms. Linda Gallagher
Mr. Rob Fredericks	Mr. John Roberts
Ms. Jan Hancock	Mr. Jeff Vogt

GUESTS:

Wes Miller, SAMAD	Holly James, Coal for Drug Free Gr Cinti
Janice Bishop, Crossroads	Nan F. Richardson, Alcoholism Council
Joan Wyler, Norcen	David Logan, Prospect House
Ron Derstadt, CCAT	Margo Spence, First Step Home
Neil Tilow, Talbert House	Drew Palmiter, ODADAS
Bill Epps, CCHB	Suellen Douglas, ODADAS
Earl Siegel, DPIC	Charles Kelly, Recovery Link

CALL TO ORDER: Gibbs called the meeting to order at 4:08 PM.

MINUTES: In the absence of the Secretary, Gibbs presented the June 13, 2006 minutes for approval. Slattery moved to approve the minutes as written. Baldwin seconded the motion. There was no discussion. The motion carried.

PUBLIC COMMENT:

David Logan with Prospect House stated that the Black Support Group's Annual Picnic will be on June 14 from noon to dark at Sharon Woods. All are invited.

Neil Tilow stated that Talbert House has received \$1,009,000 in payments since May 1. Talbert House and the other providers appreciate the payments they have received. Gibbs stated that she has asked the finance department to reconcile all of the providers' claims, as the auditors did for Talbert House, and make sure the identifiers are there so that the providers can reconcile more easily in the future.

COMMITTEE REPORTS:

- A. FINANCE AND FACILITIES COMMITTEE:** Baldwin reviewed the Consolidated Financial Statement. Total Expenses through May were \$17,121,025 and Total Revenue was \$17,382,094 for a net excess of \$261,069. The \$400,000 adjustment to the Grants Holding Account is an estimate of the amount required to wipe out the negative balances remaining in a number of grant accounts from prior years. The exact amount will be determined after Fredericks meets with the County Auditor and confirms the reconciliations performed by the Account Temp. The \$194,251 of FY05 unexpended Youth Reentry Funds in the Grants Holding Account is set aside to be returned to ODADAS. Gibbs asked for clarification of the \$400,000 adjustment. Fredericks stated that the Accounttemp reconciled the positive balances in funds from 2002 – 2004, but there were also negative balances that he is waiting to reconcile with the County Auditor. The money is only there on paper, it is not cash. The Accounttemp rolled the positive balances forward and temporarily put them in the Grants Holding Account, but she did not roll up the negative balances into the Grants Holding Account. Fischer questioned moving the credits into the Grants Holding Account and doing nothing with the debits. Baldwin asked if the positive entries were reconciled but the negatives were not. Fischer stated that it does not make sense. Birch questioned why there are negative accounts. Fredericks stated that in some instances, the wrong grant or the wrong fiscal year was debited in Performance which left negative balances in some grant accounts and positive balances in others. The total \$881,221 in the Grants Holding Account reflects only the grant funds with positive balances, but not those with negative balances, so with the \$400,000 adjustments estimated for negative balances, staff estimate a final balance of \$481,221. Baldwin stated that there is a current balance of \$358,000 in the Reserve Account and of that amount, \$258,418 is committed as follows: \$50,772 is security deposits of tenants at the ADAS Center, \$130,154 is the estimated Board Admin deficit for FY06, and \$77,492 is the estimated amount needed to cover the deficit in operations for the ADAS Center. Baldwin presented the following financial statements for approval.
- All Provider Services Summary Statement** Revenues for May were \$1,198,223 and Expenses were \$1,669,459 for a deficit of \$471,236. The negative entry of \$17,318 to State FAST is a correction because that amount should have been a FY05 entry. YTD Revenue is \$15,235,190 and Expenses are \$14,927,338 for an excess of \$307,851. He noted that revenue is received ahead of making payments to providers.
- Board Admin Financial Statement** Total Revenue for May was \$5,234 and Expenses were \$166,460 for a net deficit of \$161,226. YTD Revenue is \$1,107,922 and Expenses are \$1,183,852 for a deficit of \$75,930. He noted the corrections to

HHIC Levy and JFS Impact (colored in yellow) which were previously entered incorrectly and have been put into the correct revenue code.

Following discussion, Baldwin moved to approve the financial statements as presented. Moore seconded the motion. Fischer was opposed. The motion carried.

ADAS Center Financial Statement This statement is informational only and does not require action by the Board. Baldwin stated that Revenue for the month of May was \$133,302 and Expenses were \$111,141 for an excess of \$22,161. The YTD deficit is \$81,032. He stated that the ADAS Center assessment, unbudgeted repairs and the increase in energy costs were not projected.

FY07 Board Administration Budget Baldwin stated that at the last meeting, Staff was asked to come back with a Board Admin budget which showed zero increase. The proposed budget is \$680 less than FY06 actual budget. Knapp-Brown stated that the orange boxes show the changes to the budget presented last month; Fredericks provided details. Following discussion, Baldwin moved to adopt the FY07 Board Administration Budget. Welsh seconded the motion. The motion carried.

FY07 Provider Services Budget Baldwin presented the proposed FY07 Provider Services Budget. Following discussion, Baldwin moved to adopt the FY07 Provider Services Budget. Cantlon seconded the motion. The motion carried.

Stakeholder Assistance Review and Use of Unexpended Funds Baldwin stated that Juvenile Court Alternatives Program is losing \$306,600 in funding. The Finance & Facilities Committee discussed using unexpended funds identified in the SAR review to fund this shortfall and referred to a memo by Knapp-Brown provided to the Finance committee and to all at today's meeting with options for unexpended fund use. Gibbs stated that she talked to Carolyn Givens at ODADAS prior to this meeting and Givens said ADAS has \$241,019 in unexpended funds including TANF funds that can be used for this purpose and Carolyn Givens has agreed to be responsible for an additional \$9,000 for a total of \$250,000. Gibbs stated that there needs to be an Award Letter from ODADAS with a summary explanation that the amount is \$250,000 with the possibility of an additional \$136,000. Knapp-Brown noted that the Finance & Facilities Committee reviewed her memorandum regarding the different options, but Givens' commitment for the additional \$9,000 changes the options. Knapp-Brown expressed concern that there is still a shortfall between this amount and the \$306,600 so she recommends the Board revisit this later to determine if other funds become available. Slattery proposed funding of \$306,600. Knapp-Brown responded that as far as she knows, this amount is not available thus she does not advise this. Knapp-Brown explained the money has to be encumbered and the auditor will not allow ADAS to encumber money that is not available. Bourland suggested a temporary contract. Allen recommended doing a resolution now for the \$250,000 and doing additional resolutions when we get additional money. Gibbs stated that there is potentially another \$136,000 available from ODADAS. Baldwin moved to fund the Alternatives Program using \$241,019.33 from the Grants Holding Account for a total of \$250,000 with the remainder from ODADAS; Gibbs added the remainder could also come from other SAR identified unexpended funds. Moore seconded the motion. Knapp-Brown stated that Board needs to be clear this amount is based on ODADAS allowing the Board to keep unexpended TANF funds. The motion carried. Frank Yux thanked the ADAS Board for keeping the Alternatives Program open and helping out Talbert House.

B. PROGRAM COMMITTEE Harris stated that the Program Committee met on June 13 but did not have a quorum and was not able to act on the resolutions. She noted that the trustees received copies of the resolutions and a summary explanation as well as updates on 6-05R, 06-17R and 06-23 distributed today. Resolution 06-24 regarding Grants Holding funds to Talbert House was deliberated separately under the Finance Committee report. Gallagher summarized the resolutions. Moore questioned the Board administration funds in resolutions. Knapp-Brown said we did not include this in resolutions before, although it was in the budget, but are doing so now. Gibbs commented that the juvenile TASC funds to Alcoholism Council are actually to RHAC who will provide these services. Fischer asked for details about the prevention services funded by 06-23 which Knapp-Brown provided. Following discussion, Fischer moved to accept Resolutions 06-05R, 06-14R, 06-17R, 06-18R, 06-19R, and 06-23 as presented. Slattery seconded the motion. The motion carried.

Harris stated that the Program Committee members have tried to visit as many providers as possible. She stated that at the last Program Committee meeting, Gallagher presented the quarterly report from the CQI Committee and Roberts reported on Outcomes.

C. NOMINATING AND EDUCATION COMMITTEE Allen stated that she had not prepared ballots. She will email the slate of officers to the trustees tomorrow and when she receives the votes, she will let the trustees know who has been elected. She asked the trustees to send any nominations to her via email. Moore stated that it would set a precedent if the election is not conducted in the proper way. Moore moved to postpone the election until the September meeting. Following review of the Bylaws by Gibbs, Moore stated that the Bylaws allow the election to be postponed until September. Womack seconded the motion made by Moore. Voice vote found Moore and Womack in favor and the remaining trustees opposed. The motion did not carry. Slattery stated that no one has notified the Nominating Committee of their intention to be on the ballot. Slattery moved that there be a voice vote or ballot vote to reelect the current officers. Allen seconded the motion. All trustees voted in favor of the motion, except Moore was opposed. The motion carried. Handwritten ballots were prepared and after they were completed and submitted, Allen announced that the current officers have been re-elected for FY07.

CHIEF EXECUTIVE OFFICER'S REPORT

Knapp-Brown reviewed her written report. She stated that the Health Care Review Committee recommended cutting the Health and Hospital levy funds to the two hospitals by about one-half, however the BOCC decided to add some money back in for University Hospital and Childrens Hospital. In regard to Claims and Payment Reports, she said that the new reports and data elements requested by providers and the Board chairperson could not be completed in June unless payments are delayed. Since paying claims is a top priority, she asked whether the Board agreed with her that it was more important to pay claims and allow staff to prepare the new reports and data element additions in July. Board members indicated agreement. Knapp-Brown asked John Roberts to present outcome data. He presented a summary of the reports "HCADAS Client Outcome Guidance" and "Student Drug Use Surveys and HCADAS Adolescent Treatment Data" and provided copies to the trustees.

EXECUTIVE SESSION:

Gibbs moved, seconded by Cantlon, and it was voted through roll call vote by all present to go into Executive Session. Everyone except the trustees left the meeting at this time. Following Executive Session, it was moved and seconded to return to public session. Slattery moved, seconded by O'Connor, that the CEO contract not be renewed in January 2007. There were 9 yes votes, 2 no votes and 3 abstentions. The motion carried.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted by

Gerardo Torres, Secretary

Date

Jan Hancock, Recorder

Date