

# MHR SB PROGRAMS & SERVICES COMMITTEE MEETING

January 26, 2016

4:00 p.m.

## Agenda

Item	Information Enclosed	Action Required	Allocation Required	Page
1. Call to Order				
2. Recognition of Visitors				
3. Meeting Minutes: Programs & Services: November 24, 2015	✓	✓		1-4
4. FY 2016 Community Mini-Grant Allocations	✓	✓	✓	5-10
5. FY 2017 – FY 2018 Purchasing Plan	✓	✓		11-15
6. Draft Application Letter	✓			16-17
7. Cognitive Enhancement Therapy (CET) Outcomes – FY 2015	✓			18-19
8. Health Officer Credentialing	✓	✓		20
9. Recovery Council Update	✓			21
10. Open Session				
11. Adjournment				

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**PROGRAMS & SERVICES COMMITTEE MINUTES****November 24, 2015**

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**Programs & Services Committee Members Attending:**

Pastor Donald Perryman	Scott D. Johnson	Linda Alvarado-Arce
Tony Pfeiffer	Audrey Weis-Maag	Robert Arquette
Dr. Mary Gombash	Dr. Lois Ventura	
Andre Tiggs	Andrea Mendoza-Loch	

**Programs & Services Committee Members Absent:**

Charlotte Cuno	Robin Reeves
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**Visitors:** Richard Arnold; John DeBruyne, Rescue; Marilyn Rule, Zepf; Karen Wu, ABLE; Carole Hood, Rescue; Johnetta, McCollough, TASC; Jim Aulenbacher, Harbor; Jessica Broz, Rescue; Gregory Collier, Recovery Council; Dave Timmerman, Harbor; Kathy Didion, Zepf; Jason Vigh, Rescue; Ann Okuley, Harbor; George Johnson, Rescue; Pam Myers, Unison; Merisa Parker, Rescue.

**Staff:** Scott Sylak, Tom Bartlett, Tim Goyer, Donna Robinson, Amy Priest, Camilla Roth Szirotnyak, Karen Olnhausen, Robert Kasprzak.

Pastor Perryman opened the meeting at 4:02 p.m., with introduction of visitors.

**Meeting Minutes: October 27, 2015**

There were no corrections to the minutes, and they were approved as presented.

**Individual Placement and Support (IPS) - Harbor**

Mr. Goyer referred to page six of the meeting packet to review Harbor's proposal for a new Individual Placement and Support (IPS) Employment Program. This program is an Evidence Based Practice supported by the Dartmouth Employment Model that places people in employment with support; it will be monitored by the Center of Excellence at Case Western Reserve with outcomes to compare with the traditional vocational rehabilitation model. The IPS project supports the MHR SB's Mission Statement, System-Wide Goals, Strategic Plan, and enhances the concept of a Recovery Oriented System of Care by providing additional employment opportunities for consumers. Ms. Okuley of Harbor explained that the IPS program will be available to clients through all of the CMHC's and she addressed questions from the Committee members.

Mr. Goyer stated that the motion presented below was discussed by Board staff this morning with a recommendation to re-write the 18-month allocation to a six-month allocation (one-third) for FY 2016, with the remaining 12-month allocation (two-thirds) to be carried over to the FY 2017 contract. If approved by the P&S Committee, a revised motion will be presented at the December 1, 2015 P&F Committee meeting for consideration.

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*The Mental Health and Recovery Services Board of Lucas County allocates \$133,155 to Harbor for the 18-month period of January 1, 2016 through June 30, 2017 to provide the Individual Placement and Support (IPS) project, and authorizes its Executive Director to amend Harbor's Prevention and Supportive Services Provider Agreement to reflect the increased allocation and service requirements.*

*There was consensus to move the amended motion forward to the Board of Trustees.*

**Comprehensive Addictions and Psychiatric Urgent Care Center Allocation**

Ms. Olnhausen provided background information in support of the development of a comprehensive Addictions and Psychiatric Urgent Care Center at Rescue Incorporated (outlined on page seven of the meeting packet). Board staff presented a revised Abstract of the Urgent Care model to the P&S Committee which was first presented to the P&S Committee on October 27, 2015 and was then discussed at the combined P&F/Governance Committee on November 10, 2015, with all committee members in favor of the model.

Following in-depth discussion, the Board Staff recommended to move the Urgent Care Center from the conceptual stage to the implementation state and presented the following motions for consideration:

*The Mental Health and Recovery Services Board of Lucas County reduces its adjusted Fiscal Year 2016 allocation of \$397,500 for Central Access services to \$265,000 and re-allocates the difference of \$132,500, plus allocates an additional \$214,917 for Fiscal Year 2016 to Rescue Incorporated for the purpose of performing Urgent Care Center services, and authorizes its Executive Director to enter into the appropriate agreements to implement the project.*

*The Mental Health and Recovery Services Board of Lucas County allocates \$95,990 for Fiscal Year 2016 for the purpose of providing one-time start-up expenses to Rescue Incorporated related to the implementation of Urgent Care Center, and authorizes its Executive Director to enter into the appropriate agreements to implement the project.*

*There was consensus to move the two motions forward to the Board of Trustees.*

**Cognitive Enhancement Therapy (CET) Outcomes – FY 2015**

Mr. Goyer explained the FY 2015 agreement between MHRSB and CET Cleveland to train agency staff to implement the Cognitive Enhancement Therapy Program in Lucas County and the ongoing pursuit of receiving outcomes from CET Cleveland. On November 4, 2015, the Board received outcomes reported from Harbor, Unison and Zepf from the 41 graduates of the 48-week program summarized on page 11 of the meeting packet. Mr. Goyer reviewed the

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## PROGRAMS & SERVICES COMMITTEE MINUTES

November 24, 2015

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categories that are measured on the report. Due to the varying data results and lack of understanding on behalf of CET, the Staff recommended as a quality improvement measure, to invite CET to come to Lucas County in the second week of December to meet with the coaches of each program to discuss the importance of data collection from the surveys conducted.

Dr. Gombash asked if the CET program decreased hospitalization in a psychiatric crisis. Mr. Goyer said it wasn't measured in this program, but since we have the client names, a survey of last year's utilization could be measured during the program and subsequent years. Each agency established an alumni group for their graduates and Ms. Olnhausen stated that all of the CET coaches recently attended a week-long training and decided to conduct a monthly or quarterly "lessons learned" group meeting to review what is and isn't working well in the program. Mr. Sylak stated that due to the difficulty in obtaining outcomes from CET, the incomplete data set that was received, and the underwhelming evidence of improvement, MHRSB should monitor this program closely in FY 2016.

### **Be the 95% Problem Gambling Awareness Campaign – Zepf Center**

Ms. Olnhausen referred to page 12 of the meeting packet for a review of the "Be the 95 Percent" who don't gamble campaign launched in August 2015 to prevent problem gambling and to build awareness of resources aimed at helping at-risk individuals through Partners of Ohio for Responsible Gambling, the Ohio Casino Control Commission, Ohio Lottery Commission, OMHAS and the Ohio Racing Commission. In October 2015, OMHAS contacted the Board staff to inquire if the MHRSB would consider participating in this initiative through a media campaign. Staff worked with the Zepf Center to administer prevention advertising through their FY 2016 Problem Gambling Prevention allocation and an additional equal contribution by Zepf Center for the purchase of 16 billboards in four-week increments from the Lamar Advertising Company during the months of December 2015-March 2016.

Board staff supports the Zepf Center's request for the Board to fund 50% of the cost for billboards in the amount of \$4,600 which is in addition to their current allocation of \$86,252. Dr. Gombash asked if there is a youth prevention gambling program. Ms. Rule explained the Youth Prevention Program at Zepf is entitled "stack deck;" it is an adolescent evidenced based program that is provided to MH/AOD clients. However, it is difficult to implement the youth program at the schools due to their focus on state testing requirements which take precedent. Zepf is open to reaching out to other CMHC's and they were invited to attend the next Youth Re-entry Taskforce meeting to share this program.

*The Mental Health and Recovery Services Board of Lucas County allocates \$4,600 of previously undesignated Casino Gambling Prevention funds to Zepf Center for Fiscal Year 2016 for the purpose of a preventative advertising for gambling campaign, "Be the 95 Percent," and authorizes its Executive Director to amend the Zepf FY 2016 Provider Agreement to implement the project.*

*There was consensus to move the motion forward to the Board of Trustees.*

### **2016 Stakeholders/Community Forum**

Mr. Sylak announced that the 2016 Stakeholder/Community Forum is scheduled for February 16, 2016, 3:30 p.m. at the Lucas County Library McMaster Center in conjunction with the MHRS Board meeting. There will be four questions that agencies will be asked to respond to based upon what the Trustee's would like to hear back from the stakeholders. Mr. Sylak asked the Committee to submit their questions to him to coordinate the responses into the top four questions.

### **Recovery Council Update**

Mr. Arquette stated that the Recovery Council held a Retreat/Strategic Planning meeting on November 14, 2015 from 10:00 a.m. – 3:00 p.m. in place of their regular monthly meeting at the Board office. Mr. Arquette reviewed the four measurable goals that were established to accomplish which included four forums, hosting a "Recovery is Beautiful" rally in September 2016, increase exposure of Recovery Council through their newly formed Public Relations Committee, and development of a 3-4 question survey to solicit information from consumers.

Mr. Arquette also mentioned a cash stipend for Council members in lieu of the County auditor office checks paid to members for attending the Council and P&S Committee meetings to cover transportation costs. Mr. Sylak said the Board staff is looking into various options.

Mr. Arquette announced that the Wernert Center recently presented him with the John Brandeberry consumer advocacy award for which he expressed appreciation.

### **Open Session**

There were no comments made.

### **Adjournment**

The meeting was adjourned at 4:59 p.m.

### **FY 2016 Community Mini-Grant Allocations**

In an effort to foster activities that promote positive mental health and prevent substance use, the Board of Trustees approved implementation of a community mini-grant process in October 2015. A total of up to \$50,000 was approved for allocation of funds for innovative projects by grass roots organizations that are working hard to make a difference in the communities they serve by providing programming that offer skills, strengths, resources and supports that promote the Mission of the MHRSB.

A total of 39 proposals were submitted for funding, of those submissions, five were eliminated because they do not meet the eligibility requirements. The remaining 34 proposals were submitted to a Proposal Review Committee comprised of seven individuals including community members, Board staff, and Board members. Each member of the Proposal Review Committee evaluated the proposal submissions independently. Following a prescribed/uniform format, the candidates were ranked and evaluated on purpose and need, prior experience, creativity, clearly defined priorities, alignment with MHRSB Mission, cost aligned with activities provided, reasonableness of proposed costs per client, and anticipated project outcomes.

Seventeen (17) of the top ranking proposals are attached for your review and approval for funding. As indicated in the proposal, all unused funds must be returned to the Mental Health and Recovery Services Board of Lucas County.

It should be noted that two of these projects recommended for funding are related to Board staff. For project #1, the University of Toledo will provide services at VOA, the employer of Scott Sylak's wife. In Project #3, Tim Goyer's wife is an employee of Toledo Urban Impact After-School Klub. Note that Mr. Sylak and Mr. Goyer were not part of the review committee.

Three projects were submitted that have fundable scores, but Board staff questioned whether these organizations are consistent with the mini-grant's intent to reach grassroots organizations. The projects were: Toledo Lucas County Health Department Syringe Access Program (SAP), United Way of Greater Toledo –My Free Taxes Project, and Ottawa Hills Local Schools Life of an Athlete Program.

Board staff is seeking \$77,764 to fund the 17 projects discussed on the attached worksheet which is in excess of the \$50,000 allocation approved at the October 20, 2015 Board meeting. The Board staff is supportive of the additional allocation request since the Board's intent was to operate this process twice annually and allocate up to \$100,000. This additional allocation will allow the MHRSB to cultivate a more robust relationship with entities doing quality work that help to reduce the impact of mental illness and prevent substance and/or gambling abuse.

The following motion is recommended to the Board of Trustees:

*The Mental Health and Recovery Services Board of Lucas County approves the seventeen (17) Mini-Grant allocations totaling \$77,764, an increase of \$27,764 from the previously approved \$50,000 for Mini-Grants, and authorizes the Executive Director to execute FY 2016 Agreements with the agencies/individuals for the amounts listed on the Mini-Grants Worksheet included in the February 16, 2016 Board meeting packet.*

MHR SB Community Mini-Grant Proposals

	Project	Amount Requested	Rolling Balance	Summary of Programs
1	Building Capacity by Building Bridges: The Mindfulness Meditation Project	\$ 4,998.00	\$ 4,998.00	To promote psychological wellbeing and positive mental health to a significantly underserved community population, The University of Toledo, community members, and employees at the Volunteers of America will provide a new evidenced-based clinical practice for individuals in the VOA Community Prison Reentry Program in Toledo. Grant funds will cover workbooks, art supplies, incentives for participants, and certificates.
2	Harbor House	\$ 3,500.00	\$ 8,498.00	Harbor House is a residential recovery program that provides supportive housing and life skills enrichment to single, unaccompanied homeless adult women. Grant funds will be used to train and empower its residents in peer support practices as Harbor House continues to adopt evidence based practices for sustainable recovery and healthy life styles.
3	Toledo Urban Impact After School Klub (A.S.K.)	\$ 5,000.00	\$ 13,498.00	Proposal seeks to impact 25 young people for 9 months per year with regular homework assistance, access to computers and educational resources, and a caring, supportive environment. Funds will be used to remodel an existing storage room into a permanent computer lab to allow students to use the internet safely for homework help or research.
4	Double ARC - Training for MH professionals	\$ 2,500.00	\$ 15,998.00	Double ARC proposes a training for mental health professionals which will provide them an opportunity to learn how effective treatment can be hindered for those whose brain structure and function has been permanently damaged. Funds will cover the costs of two presenters, preparation, training materials, creation and production of marketing materials, registration fees, administrative costs, and free attendance and materials for 20 mental health professionals.
5	God's Success Re-Entry Recovery Services	\$ 5,000.00	\$ 20,998.00	God's Success Re-Entry Recovery Services mission is to restore, rebuild and renew whole, healthy safe lives for Women, Men, and Children. Their main goal is to assist consumers in learning to become happy and joyful family members and law-abiding citizens. The Recovery Alive and Well (R.A.A.W.) is (10) two-hour workshops for those struggling with substance abuse and mental illness. Grant funds will be used for snacks, giveaways, marketing materials, and a portion of LISW & LICDC/MSW time.
6	The Open Door Ministry	\$ 5,000.00	\$ 25,998.00	The Open Door Ministry provides supportive recovery housing for homeless men in recovery from a combination of alcoholism, addiction, and homelessness. Grant funds will be used to support overall operations and programming in the sober living recovery homes.

MHRSB Community Mini-Grant Proposals

	Project	Amount Requested	Rolling Balance	Summary of Programs
7	Toledo Streets Newspaper	\$ 5,000.00	\$ 30,998.00	Toledo Streets Newspaper provides the opportunity for persons experiencing extreme poverty and lack of stable full-time employment. TSN also provides resources, financial literacy training and strategic community opportunities as well as mental health programming referrals for participants to achieve their goals on their path to stability. Grant funds will be used to provide additional incentives (i.e. 20 free newspapers) to participants who actively engage in the Vendor Assembly trainings.
8	Mentoring, Education, & Leadership Inc	\$ 5,000.00	\$ 35,998.00	The Mentoring, Education, & Leadership Inc. (M.E.L.) is hosting the 14th Annual Dr. Carnel Smith Free Youth Football Camp June 20th 2016 - June 24th 2016. The camp is designed to focus on boys in the central city in grades 3rd - 8th and teaches positive mental health, abstaining from drugs, proper dress, respect, and character building. Grants will be used to purchase camp equipment, camp t-shirts, water bottles, book bags, trophies, and advertisement.
9	Behavioral Threat Assessment	\$ 3,016.00	\$ 39,014.00	Deliver holistic training for K - 12 educators, staff, school resource officers, nurses, mental health personnel or any individual who is in contact with youth and has the capability to identify students at risk of perpetrating acts of intrapersonal violence. Grant funds will be used for training materials for each BTA team as well as conference room reservation and meal/beverage costs for attendees.
10	JLJ Vision Outreach	\$ 5,000.00	\$ 44,014.00	JLJ Vision Outreach mission is to redirect disadvantaged and at-risk youth through life skills education and mentoring programs enabling these individuals to become self-sufficient citizens of our community. JLJ offers a 6 week Summer Extravaganza Program designed to teach children the significance of good character, sound education, financial stability and healthy lifestyles. Grant funds will be used to assist JLJ in carrying on its mission of their Summer Extravaganza Program.
11	Heroin Abuse Project - Walker Funeral Homes	\$ 5,000.00	\$ 49,014.00	Walker Funeral Home is putting together a project to educate addicts and families about the perils of addiction. Persuasive messages will be developed and directed at users and potential users, as well as families and friends of those affected by heroin, to obtain treatment. The project plans to introduce a year-long project with television, radio, billboards and print. The grant funds will be used to purchase advertising beyond the in-kind donations and to develop and maintain the project website.

MHRBSB Community Mini-Grant Proposals

	Project	Amount Requested	Rolling Balance	Summary of Programs
12	Frederick Douglass Community Association	\$ 5,000.00	\$ 54,014.00	The Junction Community and the Frederick Douglass Community Association will work with students from BGSU's Arts Village and UT's Arts Diplomacy class to create two interactive "paint-by-number" murals honoring the neighborhood's history and future. Community members and community schools will have a scheduled day to come to the Fredrick Douglass Center and enjoy the paint by number project. Grant funds will be used for primer, acrylic paint, varnish, and paint brushes to use in 20 rooms on the first floor of the Frederick Douglass Center.
13	Mindfulness in twelve step recovery	\$ 4,000.00	\$ 58,014.00	To develop and execute a Pilot Eight week experiential course on "Mindfulness in 12 Step Recovery," for up to twenty-five active 12 Step program participants. This eight week educational course is designed for those persons interested in improving their recovery skills and overall wellbeing. Individuals will participate in developing an individual mindfulness practice, an additional tool to achieve long term emotional and spiritual growth. Grant funds will be used for materials, space, refreshments, marketing, evaluation, and staff planning and development.
14	Pretty Brown Girl Club	\$ 5,000.00	\$ 63,014.00	Pretty Brown Girls (PBG) is an international organization geared to instill positive self-esteem in African American girls aged 5-13. Funds will be used to start a PBG Community Club in Lucas County, to purchase memberships for 20-25 individuals, host a community ball for the girls, purchase positive self-esteem books and games, and community service events.
15	Aurora Project, Inc. - Homeless Women	\$ 5,000.00	\$ 68,014.00	Aurora Project, a transitional housing program providing services to homeless women and their children. The goals of Aurora Project are to: increase a woman's employability potential, stabilize her family and, provide her with the skills necessary to obtain and maintain permanent housing. Grant funds will be used to support overall operations and programs provided to our families.
16	JRM Mentoring	\$ 5,000.00	\$ 73,014.00	Success Coaches & Student Athletes (S.C.S.A.) Project is a program under JRM Mentoring's umbrella. JRM's mission is to motivate, encourage, enhance and empower the lives of at-risk youth through vehicles such as mentoring, sports, and activities. JRM will identify 21 students between grades 3rd - 8th from both Arlington and Spring Elementary Schools that have been identified via teacher referrals as at-risk academically or behaviorally, displaying interest in playing/participating in a sport. Students will be paired with a "Success Coach" that will engage with them 10hrs/week for the entire last quarter of the school year, in attempts to create significant decreases in poor behaviors and grade point averages that arise during late spring. Grant funds will be used for printing, certificates, program tees, and activity transportation.
17	Lucas County Trauma Informed Care Coalition	\$ 4,750.00	\$ 77,764.00	The Lucas County Trauma Informed Care Coalition was formed early 2015 as a grass roots effort that sprung out of a state wide movement related to reducing the impact of trauma. Funds received would support literature, training and website development.

MHRBSB Community Mini-Grant Proposals

Project	Amount Requested	Rolling Balance	Summary of Programs
Toledo-Lucas County Health Department - Syringe Access Program (SAP)	\$ 5,000.00	\$ 5,000.00	The Toledo-Lucas County Health Department would like to supply transportable sharps containers to injection drug users and members of their social network to reduce the presence of discarded syringes in Lucas County. The sharps containers that will be made available through the health department's existing naloxone distribution program, and through the syringe access program. Grant funds will be used to purchase 1150 transportable sharps containers, and 40 larger sharps containers.
United Way of Greater Toledo - MyFreeTaxes	\$ 5,000.00	\$ 10,000.00	Free Tax Preparation at United Way of Greater Toledo provides free tax assistance to individuals and families earning \$53,000 or less annually. The majority of grant funds will be used to leverage volunteer support via a small site coordinator stipend. The remaining dollars will be used indirectly and directly for marketing materials targeting low-moderate income families within Lucas County.
Ottawa Hills Local Schools	\$ 5,000.00	\$ 15,000.00	Life of an Athlete is a systemic community approach to reducing risk and increasing protective factors in student athletes while setting clear consistent boundaries for behavior, teaching appropriate athletic lifestyle, and establishing a process to identify and help those involved in drug use or who are demonstrating behaviors of concern. Funds will send one coach and nine students to the training.

### **FY 2017-2018 Purchasing Plan**

Attached is a draft of the FY 2017- FY 2018 Purchasing Plan and associated Timeline. The guiding documents for this plan continue to be: The Strategic Plan approved in May 2014 and the MHR SB System-Wide Goals. Further, new legislation (O.R.C. 340.033) that goes into effect on 9/15/2016 describes the necessary array of treatment and support services for all levels of opioid and co-occurring drug addiction. Purchasing decisions for FY 2017 and FY 2018 will need to consider the extent to which that array of services exists in Lucas County.

The following recommendations are highlighted for the Committee's consideration:

- Multi-year contracting – Board staff recommends the use of a two-year contract that would stabilize planning efforts and reduce administrative effort.
- Procuring prevention services without an RFP process - of the 15 currently funded programs, 10 were funded through supplemental purchasing and 5 through the RFP. Programs and Services Board staff is developing a Prevention Plan which will serve as the basis for purchasing prevention services.
- Continuation funding - any program that has not been identified as a poor performer will be funded in FY 2017- FY 2018; staff will work to right size the amount of funding for any programs that did/are not using their entire allocation.
- Recovery Oriented Systems of Care (ROSC) Model - while not yet adopted formally into the MHR SB Strategic Plan, OACBHA is encouraging boards to consider services that support a ROSC.
- Targeted allocations from FY 2016 - a number of projects were initiated mid-year through these funds. Several others are in process of funding and implementation. These projects will be given priority consideration for FY 2017 funding.

Included in the Purchasing Plan is a "timeline" that outlines steps to accomplish the goal of approving FY 2017 – FY 2018 funding allocations at the May 17, 2016 Board meeting, including the dates of regularly scheduled Board and Committee meetings, and the activities that need to be completed at those meetings. Also attached for the Committee's information, is a draft of the Application Letter that will be sent to current providers.

The following motion is recommended to the Board of Trustees:

*The Mental Health and Recovery Services Board of Lucas County approves the FY 2017-FY2018 Purchasing Plan and the associated Timeline for completion as presented in the February 16, 2016 Board meeting packet.*

**DRAFT FY 2017 – FY 2018 Purchasing Work Plan for  
Treatment, Support and Prevention Services**

*The following Goal and Strategies are from the Board's Strategic Plan approved May 2014:*

**Strategic Goal: Reduce the Impact of Substance Abuse and Mental Illness in Lucas County**

Strategy #1 – Maintain a comprehensive, integrated continuum of care for target populations.

Strategy #2 – Promote emotional health and reduce the likelihood for mental illness, substance abuse, and suicide.

Strategy #3 – Encourage the development of high quality, cost effective, and comprehensive services that are culturally competent and responsive to priority needs in the community.

Strategy #4 – Support system innovation and improvement based on evidence-based practices and promising approaches.

**FY 2017 – FY 2018 Planning Process:**

The guiding documents for the preparation of the FY 2017 – FY 2018 Purchasing Plan continue to be: The Strategic Plan approved in May 2014 and the MHR SB System-Wide Goals. The core strategy for this year's funding cycle will be reinforcing the base allocations that have already been established or responding to needs identified through the community input process. Further, MHR SB will consider ways of ensuring that programs exist that are necessary to comply with ORC 340.033 or that enhance a Recovery Oriented System of Care.

To inform the process, the MHR SB will update its financial forecast to provide a budget for next year's purchasing activity; it will rely on a series of community surveys and forums that have been completed in the past year, as well as the Stakeholder Forum on February 16, 2016. Further, recommendations from the Access to Treatment and Diversity Work Groups will also be taken into account. Staff will review outcomes and performance measures collected as of December 31, 2016 through the outcomes monitoring process. Since we now have a good idea of the impact of Medicaid Expansion, consideration will be given to "right-sizing" POS allocations. Staff is committed to meet with providers to review performance in current programs and to affirm outcomes for which the MHR SB would like to contract in FY 2017 – FY 2018.

Emphasis will remain on continuity in MHR SB's base of investments, focusing heavily on programs that are demonstrating positive outcomes, and making appropriate increases/decreases as outcomes indicate. Staff is currently engaged with several projects involving housing, peer support, and medication assisted treatment (MAT) that may generate requests for new allocations in FY 2017; they will be considered with respect to their priority and potential for outcomes.

The FY 2017 – FY 2018 planning process will include the following elements:

- Review the Board’s Mission and Vision Statements per Board Policy - This was accomplished at the Strategic Planning Session in May 2014 and will be reviewed in any subsequent strategic planning sessions.
- Analyze and respond to community feedback from the following events:
  - Stakeholder forums (February 2015 and February 2016)
  - Family Council/Parent Café surveys (approx. 600 responses)
  - 2013/2014 Lucas County Health Assessment
  - Toledo Lucas County Health Department Heroin and Pain Medication Survey (approx. 4,000 responses)
  - Heroin and Opiate Summit (approx. 185 people in attendance)
  - OACBHA Recovery Oriented System of Care survey (approx. 245 responses)
  - 2014 and 2015 African-American Forums on mental health issues
  - NAMI’s Hispanic Breakfast Series
  - MHR SB Diversity Workgroup recommendations
  - MHR SB Access to Treatment Workgroup recommendations
- Analyze MHR SB role in Treatment since Medicaid Expansion seems to be entrenched.
- Consider the impact of the Recovery Help Line and Comprehensive Addictions and Psychiatric Urgent Care Center on access to care in conjunction with the philosophy of “no wrong door.”
- Update the Board’s Subsidy Schedule and/or Clinical Eligibility Policy.
- Gather information regarding current utilization of existing allocations (including over/under-spending, outcomes, budget changes, programmatic changes, capacity shortages, mid-course adjustments, etc.) and agency projections for services. This will be done through applications, face-to-face meetings, etc.
- Analyze outcome data to determine if existing funding is accomplishing the desired goals. Determine if 120-Day Notices are required.
- Establish FY 2017 – FY 2018 funding for current programs.
- Consider new allocations according to availability of funds and priorities for service (e.g. ORC changes, Recovery Oriented System of Care model, etc.)

**Draft FY 2017 – FY 2018 Purchasing Work Plan for  
Treatment, Support and Prevention Services  
Page Three**

**FY 2017 – FY 2018 PURCHASING PLAN**

**Key Dates and Work Products**

December 22, 2015 – Staff Meeting

- Preliminary Discussion regarding FY 2017 – FY 2018 Purchasing Plan
- Review Guiding Documents

January 26, 2016 Programs & Services Committee Meeting

- Present FY 2017 – FY 2018 Purchasing Plan Timeline & Draft Application

February 2, 2016 Planning & Finance Committee Meeting

- Review FY 2017 – FY 2018 Purchasing Plan Timeline & Draft Application
- Consider 120-Day Notice requirements (if any)

February 8 – 19, 2016 - Staff

- Preliminary Outcome Review, including 1<sup>st</sup> Half spending

February 16, 2016 Board Meeting

- Stakeholder Forum at McMaster Center
- Approve FY 2017 – FY 2018 Purchasing Plan Timeline
- Approve 120-Day Notices

February 17, 2016 – Staff

- Mail instructions to agencies to submit applications for FY 2017 – FY 2018 funding; include project narrative, budget narrative, (UCR, 052), request for specific funding amounts, changes to programming, outcomes, etc. Agency return requested by March 11, 2016.

February 23, 2016 Programs & Services Committee Meeting

March 1, 2016 Planning & Finance Committee Meeting

March 11, 2016 – Providers

- Submit applications for FY 2017 – FY 2018 funding

March 14 – 18, 2016 – Staff

- Program Staff: Review Outcomes for half-year report
- Finance Staff: Review First Half Spending
- Finance Staff: Request Budget Revisions for any changes made to allocations

March 15, 2016 Board Meeting

**Draft FY 2017 – FY 2018 Purchasing Work Plan for  
Treatment, Support and Prevention Services  
Page Four**

March 29, 2016 Programs & Services Committee Meeting

- Review current program/services summaries – description of each program
- Review Outcomes Report for 1<sup>st</sup> Half FY 2016 – people served, 1<sup>st</sup> half spending, progress on outcomes
- Review Stakeholder input

April 5, 2016 Planning & Finance Committee Meeting

- Review Outcomes Report for 1<sup>st</sup> Half FY 2016
- Review provider agreement format and propose changes

April 19, 2016 Board Meeting

April 26, 2016 Programs & Services Committee Meeting

- Consider and recommend FY 2017 – FY 2018 programs and services

May 3, 2016 Planning & Finance Committee Meeting

- Review FY 2017 – FY 2018 funding recommendations for existing programs and services
- Review Provider Agreement format and consider changes

May 10, 2016 Governance Committee Meeting

- Begin FY 2017 Board Administrative Budget discussion

May 17, 2016 Board Meeting

- Approve FY 2017 – FY 2018 funding recommendations for proposed programs and services

May 31, 2016 Programs & Services Committee Meeting

June 7, 2016 Planning & Finance Committee Meeting

- Present FY 2017 Board Administrative Budget
- Review FY 2017 – FY 2018 Provider Agreement for form

June 14, 2016 Board Meeting

- Approve FY 2017 Board Administrative Budget
- Approve FY 2017 – FY 2018 Provider Agreement

Date Revised 1/22/16

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**PROGRAMS & SERVICES COMMITTEE MEETING**  
**January 26, 2016**

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**Application Letter**

**DRAFT**

February 17, 2016

Ms. /Mr. (name), (title)  
Agency  
Street address  
Toledo, OH 436??

Dear Ms./Mr. (name):

As the FY 2017 funding cycle approaches, the Mental Health and Recovery Services Board of Lucas County plans to emphasize continuity in the base investments that were made in FY 2016. We will focus heavily on those programs that are demonstrating positive outcomes. With the experience that we now have with the impact of Medicaid expansion, the Board anticipates “right sizing” POS allocations. This year in addition to a column depicting your agency’s current allocations, a column for proposed allocations is being added. If MHR SB proposes to change an allocation it will be noted here. (The budget anticipates a 2% increase for grant funded programs if justified by spending and outcomes). If you wish to propose either an increase or a decrease in any project’s funding, you may reflect it in that manner in your response. Increases must be justified either by improved outcomes or increased numbers of people served.

Total Fiscal Year 2016 allocations for your agency’s current contracted programs and/or services are:

<u>Program</u>	<u>Current Allocation</u>	<u>Proposed Annual Allocation</u>
Outpatient MH Treatment	\$ x,xxx,xxx	\$ x,xxx,xxx
Inpatient Engagement Services	\$ xxx,xxx	\$ xxx,xxx
Alcohol/Other Drug Treatment	\$ xxx,xxx	\$ xxx,xxx
Prevention Programs	\$ xxx,xxx	\$ xxx,xxx
Grant Funded Programs	\$ xx,xxx	\$ xx,xxx
Pass Through Programs	\$ xxx,xxx	\$ xxx,xxx
Ambulatory Detox (e.g.)	\$ xxx,xxx	\$ xxx,xxx

With the information you provide in response, staff will develop FY 2017 – FY 2018 funding recommendations and contract language. So that staff can proceed within the time constraints, please submit the following **by March 11, 2016**:

- 1) Letter of Intent to provide any or all of the above program(s).
- 2) Completion of the MHR SB Funding Guidelines Workbook. With this letter you should receive a copy of the FY 2016 Attachment 3 for each program you provide. You will also

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## PROGRAMS & SERVICES COMMITTEE MEETING

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receive an Excel workbook that has “tabs” for each program. The Workbook will be used to capture updates that you may propose to an Attachment 3. They can include changes to program description, service model, target population, numbers of people served or outcomes. There will also be questions asked related to quality indicators or quality improvements that you have made or intend to make in each of the programs, as well as how you infuse cultural competency into the services you provide.

It is MHR SB’s expectation that you will review the FY 2016 Attachment 3 and populate the Workbook with changes where applicable. If there are none, you will be instructed to indicate that as well. If you propose a change that you consider material, please call Karen Olmhausen, and she will facilitate a meeting so that we can negotiate those changes together. **Be specific about the total number of youth and adults who will be served in FY 2017 and FY 2018.**

Please review the Outcome and Performance Measure sections for each program. MHR SB considers performance measures to be “outputs” that the program intends to achieve, e.g. numbers of services, people served, length of stay, etc. Outcomes are measurable changes in clients with respect to behavior, attitude, condition, knowledge, skills, or status. Your response to this request should propose changes to Attachment 3 for your program outcomes, how those changes contribute to the system goals, and how that contribution will be measured.

### 3) FY 2017 Budget Information:

- FY 2017 Budgeted Uniform Cost Report (UCR) – required of all agencies that deliver POS services. **This report will be the basis for POS rates (if applicable) and/or proposed changes in funding levels.**
- FY 2017 Budgeted Revenue by Program/Service Category (052 Report) –required by each agency to disclose all **agency revenue sources** and the programs to which they are allocated. [Total budgeted agency expenditures and the 052 totals should agree.]
- For each MHR SB grant funded program, submit an FY 2017 detailed line item Revenue and Expenditure Budget and budget narrative.
- No FY 2018 budget information is required to be submitted.

In order to make this process as expeditious and useful as possible, Board staff welcomes your questions and comments, and will facilitate face-to-face dialogue if necessary. Please submit responses to: Latisha Williams ([lwilliams@lcmhrsb.oh.gov](mailto:lwilliams@lcmhrsb.oh.gov)).

Sincerely,

Scott A. Sylak, Executive Director

### **Cognitive Enhancement Therapy (CET) Outcomes – FY 2015**

At the November 24, 2015 Programs & Services Committee meeting, staff presented a spreadsheet depicting the outcomes of the CET program in Lucas County for the first 48-week cycle. Staff reported that three of the domains that were reported were problematic, either because they reflected poor results, or because they were reported incorrectly. CET Cleveland acknowledged the problem and agreed to pursue it and report back to MHR SB. We further agreed with them to make this a project for quality improvement.

Attached is an updated spreadsheet showing dramatic improvement. Most importantly, CET Cleveland discovered that their data analyst had misunderstood whether an increase in certain measurements was an improvement or a regression (and vice versa). Once they corrected those interpretations, they re-submitted their report to us and the results painted a different picture. Further, they gave us consolidated results for Lucas County as a whole, not just the individual agencies, which they had not provided before. As the reader will observe, not only did a high percentage of participants improve in nearly all of the measured domains, but Lucas County exceeded the “national average” in all but two of the domains.

In an effort to make further quality improvements to the outcomes measurement and reporting process, CET coaches from A Renewed Mind, Harbor, Unison, and Zepf, as well as MHR SB staff, met with Sharon Shumaker and Kathy Regal of CET Cleveland on December 10, 2015. In addition to reviewing the revised reports, the group spent a considerable amount of time discussing ways that the process could be more efficient. It was noted that currently all pre-test and post-test surveys are hand entered with pencil and paper, mailed on hard copy, and entered into a computer program for subsequent analysis and reporting. CET Cleveland agreed that they would look into automating the process so that coaches could enter data digitally (e.g. in Survey Monkey) that could be transmitted electronically and analyzed without having to first compile by hand.

Although none of the outcomes had a “target” of which we were informed, the fact that a large number of people improved in several areas of their lives and abilities, coupled with the fact that Lucas county performed at or above the level of existing programs, and further substantiated by a significant amount of anecdotal reporting, it is fair to say that the CET program, for which MHR SB funded a significant amount of training, achieved favorable outcomes for FY 2014-15. In light of this new information, the comment that is made in the minutes of the November 24, 2015 Programs & Services Committee meeting singling out the CET Program for close monitoring no longer seems as important as it did then.

## Cognitive Enhancement Therapy FY 2015 Year End Outcomes

	Percent Improvement					
	All CET Programs	All Lucas County	A Renewed Mind	Harbor	Unison	Zepf
Reaction Time (Pre Test to Post Test)						
Constant Cue	78%	73%	n/a	75%	85%	64%
Variable Cue	75%	79%	n/a	75%	100%	71%
Quality of Life Enjoyment and Satisfaction (Participants)						
Physical Health	60%	68%	n/a	62%	78%	83%
Feelings	71%	81%	n/a	92%	56%	100%
Work-related	54%	67%	n/a	67%	n/a	n/a
Household Duties	62%	68%	n/a	50%	33%	100%
School-related	59%	100%	n/a	100%	100%	n/a
Liesure time activities	63%	71%	n/a	62%	67%	83%
Social relations	67%	77%	n/a	85%	67%	67%
Cognitive Style & Social Cognition (CET Coaches)						
Eligibility Criteria	89%	93%	n/a	100%	85%	100%
Unmotivated Style	84%	90%	n/a	92%	92%	93%
Disorganized cognitive style	80%	77%	n/a	92%	69%	79%
Inflexible cognitive style	78%	88%	n/a	100%	77%	93%
Social cognitive style	86%	88%	n/a	100%	85%	86%
Cognitive Rating Scale (Family Member)						
Cognitive rating scale	69%	71%	n/a	80%	40%	75%
Social Cognition Profile (MH Professional familiar w/client)						
Social Cognition Profile	88%	90%	n/a	100%	91%	83%

### Health Officer Credentialing

System Health Officer Candidates are reviewed and approved based on criteria established in Board Policy – Designation of Health Officers, in accordance with ORC 5122.01(J) to facilitate emergency hospitalization as described in ORC 5122.10. Designation as a health officer by MHRSB authorizes agency staff to take into custody persons who are thought to be mentally ill for the purpose of emergency examination in a hospital or community mental health agency.

The Health Officer Credentialing Committee reviewed applications for one (1) renewal candidate and three (3) new candidates. The Committee reviewed documentation to verify that the individuals being considered have the required licensure or certifications, experience in the field, and trainings as required by MHRSB policy. The individuals listed in the motion below have met the requirements for designation as a System Health Officer.

The following motion is recommended to the Board of Trustees:

*That the Mental Health & Recovery Services Board of Lucas County designates the following individuals listed as System Health Officers to serve a term not to exceed two years:*

***For New Designation:***

*Debra S. Lagger, LSW – Unison – not to exceed February 28, 2018*

*Laura P. McLaughlin, PhD, LPCC – Unison – not to exceed February 28, 2018*

*Dashia M. Stantz, MSW, LSW – Unison – not to exceed February 28, 2018*

***For Renewal Designation:***

*Rhonda S. Smatlak, PCC-S – Unison – not to exceed February 28, 2018*

### **Recovery Council Update**

The Recovery Council is in the process of planning its first forum for March 2016 in recognition of "National Problem Gambling Awareness Month." The forum will be held at Zepf Center and will help attendees recognize high risk behaviors and signs of potential gambling problems.

The newly created Public Relations Committee chaired by Jennifer Conley, a new member of the Council with extensive marketing/public relations experience, will meet next month to discuss ways to advertise the Recovery Council voicemail. The Recovery Council voicemail is for consumers to call confidentially with concerns and for the Recovery Council to discuss those concerns and bring them back to MHRSB.

The Recovery Council had a brief discussion on the newly funded Comprehensive Addictions and Psychiatric Urgent Care Center. The Council is interested in seeing a progress report after March 31, 2016.