

**MEDINA COUNTY DRUG ABUSE COMMISSION (MCDAC) MEETING
MONDAY, JUNE 6, 2005**

Roll Call

Chair Will Koran called the meeting to order at 6:00 p.m.

Present: Jeff Vogel (Townships' Representative), Kent Patterson (Police Chiefs' Representative), James Bigam (Commissioners' Representative), William Koran (School Districts' Representative), Laura Dean (Medina Representative), Susan Likovich (Commissioners' Representative), Wally Schaedel (Medina Alternate Representative), Michael Maracz (Commissioners' Alternate Representative), Cliff Nowak (Brunswick Alternate Representative), Jack Higgins (School Districts' Alternate Representative), and Antony Kibogo (Commissioners' Alternate Representative).

Absent: Joe Destro (Brunswick Representative), Ralph Copley (Wadsworth Representative), Ronald Likley (Wadsworth Alternate Representative), Tom Acklin (Police Chiefs' Alternate Representative), Michael Jervis (Villages' Representative), and Joe Lewandowski (Townships' Alternate Representative).

Also present: Karl Cetina - MCDAC Executive Director

Review & Approval of Minutes – May 16th

The May 16, 2005 minutes were emailed out in advance. *James Bigam made a motion to approve the minutes and Cliff Novak seconded the motion. There was no discussion. All voted AYE and the minutes were approved as presented.* Susan Likovich arrived at this time.

Old Business - none

New Business

- **Budget Revision Requests:
Sheriff's Department**

Karl Cetina discussed the budget revision request from the Medina County Sheriff's Office D.A.R.E./School Resource Officers to transfer \$3,250 from salaries into materials to buy supplies for their D.A.R.E. Program. *Cliff Novak made a motion to approve the budget revision and James Bigam seconded the motion. There was no discussion. All voted AYE; motion carried.*

Catholic Charities

Karl reminded the group that Sandra McCallister from Catholic Charities came to the April MCDAC meeting and gave a report about their first-year program, Families in Recovery. He explained that their budget revision request for \$900 from purchased service is because they have not utilized the childcare vouchers as expected, however, staff time has been greater than anticipated, which increased salaries.

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Will said the requested reallocation of MCDAC funds based on expenditures is an addition of \$623 to salaries and \$427 into benefits; \$900 from purchased services, \$50 from office supplies, and \$100 from materials. *Kent Patterson made a motion to approve the reallocation of funds and Anthony Kibogo seconded the motion. There was no discussion. All voted AYE and the motion carried.*

The group watched a video called "Choices We Make" that was done at the Share Cluster breakfast.

Executive Director's Report

Karl Cetina, MCDAC Executive Director, said there were several requests for copies of the Share Cluster video/DVD, and he told them MCDAC would pay for copies for the organizations and schools. He would put a sticker on each one saying it is compliments of MCDAC. He has money available in the supply account. *James Bigam made a motion and Kent Patterson seconded to have Karl make the tapes, label them, and make them available to Share Cluster for distribution. There was no discussion. All voted AYE and the motion passed.*

• **MCDAC Allocations FY 05-06**

Karl passed out the final tallies of the FY 05-06 allocations for review. He said the grants were unanimously approved by Commissioners resolution 05-490 on May 23, 2005. He brought up for discussion the utilization of the additional available dollars in the amount of \$40,656. He recommended the conservative fiscal approach that the Board rolls over the money until next year. He spoke to Commissioner Hambley about it this morning, and he concurred. Reasoning was that the Board did a good job of distributing the funds appropriately to all the different grantees, but they were uncertain about how to best utilize the balance. He is Chairman of the Family First Council this year, and he learned on his recent trip to Columbus that the county is getting a PFS grant from the Department of Youth Services next year for \$75,000 to look at service gaps in the county for at-risk children for needs assessment. The following year there will be \$100,000 to implement some programs. If they carry over the money until next year the needs will be pinned down plus the uncertainty of the levy is an issue.

Jim Bigam asked if there would still be dollars available in October or November if they needed them, and Will Koran said there are MCDAC dollars sitting in the bank.

Anthony Kibogo asked historically what the carryover balance has been, and Karl said about \$500,000. It is there in case the levy doesn't pass, and it is available to carry MCDAC for six months to fund projects.

There was a short discussion about the importance of standing united as a Board. They are all Board members and they took that oath. Each one represents their own venue, but once it's a Board decision they need to be united and "on the same page". That is what has helped them along the way and to get better at what they are doing now. The MCDAC By-laws state that the

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Chair and Executive Director speak on the issues. If a grantee is not happy with what they are awarded, their option is to accept the award or not. There is no coming back and approaching the Board for additional money. All agreed that this is the proper protocol.

Grantee Award Letters

Karl said he sent out letters and spoke to Alternative Paths and Youth for Youth (that did not get funded) and invited them to discuss the Executive Summaries and gave them some feedback. Some grantees sent letters of appreciation for their grant awards. He showed the Board a sample of the document he sends to the grantees. He met with the Juvenile Drug Court and Spencer Police and went over the guidelines and expectations for the accountability aspect. He also spoke with Share Cluster and HANDS Foundation about realigning their budgets.

MCDAC Monies to Agencies & Schools

Karl reviewed a spreadsheet of all the allocations and it showed how the programs are certified on the state level. He explained that ODADAS stands for Ohio Department of Alcohol and Drug Addiction Services, which is the “brother” agency to the Ohio Department of Mental Health. Solutions Behavioral Health, a private and not-for-profit agency (new name for the grouping of ADDS and Northland Counseling) is certified in outpatient drug and alcohol treatment, prevention, and they recently received their ODMH certification. Alternative Paths, a private and not-for-profit agency, is certified in outpatient drug and alcohol treatment for a jail setting, prevention, and ODMH certified. Catholic Social Services is certified for outpatient drug and alcohol treatment through ODADAS and ODMH certified. Cornerstone Wellness is ODMH certified; HANDS and Oaks are 501(c)(3) not-for-profit agencies with no certification for mental health or drug and alcohol treatment. Alternative Paths, Catholic Charities, Cornerstone Wellness, and Solutions Behavioral Health are each partially funded by the ADAMH Board. Allocations show that Drug Task Force is the largest recipient of grant dollars and, although not directly, ADDS actually is the second largest recipient of grant dollars because of all the purchased services from grantee agencies. Under Independent contractor prevention workers in schools, it shows what the schools pay as an hourly or salary rate for substance abuse professionals (SAP). The Board of Education (BOE) dollar match shows true dollars, in-kind dollars, and the formulas vary from each school district.

- **MCDAC CY 2005 Budget**

Karl stated the County Commissioners approved the calendar year budget for 2005 in March. There was a short discussion on future budget needs. Jeff Vogel commented on the low overhead. He questioned office equipment needs, and Karl said he would need a new computer by the end of the year. Cliff Nowak asked if he required a support staff like past directors had. Karl said he could use clerical help with accounting that is very time consuming at certain times, such as quarterly grant payments. He occasionally uses the services of the Commissioners’ secretary in the Administration Building. Jim Bigam said he should start documenting the time needed so they can justify hiring a part-time person.

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Will said if the MCDAC office was moved to the Professional Building where he is located on West Washington Street, he has a pool of secretaries Karl could use. The Medina County Schools' Educational Services Center could bill the MCDAC Commission on an hourly basis. The Medina City Board of Education will be vacating this county building at the end of the month so there will be a lot of space available.

Karl said there has been discussion about the Human Services Building space issues. With ADDS and Northland Counseling coming together under Solutions Behavioral Health, they will be needing more space. He said Chris Jakab, Finance Director, was planning to revisit this space issue after the start of the year anyway. The Board advised Karl to investigate his options.

TUPCF Tobacco Update

Karl stated that he and John Waddell are waiting to hear about their next year's implementation dollars. They met with the liaison last week and he was happy with Medina County's program. The money, \$205,000, is secure for next year. They may get another extension beyond that for six months and/or another five years. This is dependent upon funds not get diverted to fill other gaps in the state budget so the foundation is trying to safeguard those monies.

Karl said they have two requests for proposals (RFP's) out for Medina and Brunswick to look into the possibility of a clean indoor air ordinance and what that would mean for the cities. It would be \$2 per capita so for the City of Brunswick that would be \$66,000. He plans to approach the Health Department to see if they are willing to pursue it for the City of Medina. It gets people talking about the possibility even if they do not pursue it at this time.

Summer Adjournment

Will Koran said MCDAC would not meet again until September 12, 2005 if the Board agrees. *James R. Bigam made a motion to recess for the two summer months and meet again on September 12th. Jeff Vogel seconded the motion. There was no discussion. All voted AYE and the motion carried.*

Commission Members – Go Around

Adjournment

The meeting adjourned at 7:20 p.m.

Respectfully submitted,
Pam Vereb, Secretary