

**The McDonnell Center CBCF**  
**Facility Governing Board Meeting Minutes**  
**October 20, 2023● 9:30 am**  
**3540 Croton Ave.**  
**Cleveland, OH 44115**

**Present FGB Members:** Al Sanchez (Chair), Vincent Holland, Scott Osiecki, Greg Popovich, Myriam Miranda, Charles See (via Zoom)

**Present Oriana House:** Molly Gauntner, V.P. Correctional Programs – Cuyahoga | Mike Randle, Executive V.P. of Operations | Carl Ebner, V.P of Finance, CFO (via Zoom) Monique Davis, Admin. Support Asst. (recorder)

**Guest:** Tammy Sherman | Chief Probation Officer

**JAB Members via Zoom:** Judge John Russo, Maureen Clancy, Joan Synenberg

I. **Welcome and Approval of Meeting Minutes**

Al Sanchez motioned to approve the July 14, 2023 meeting minutes, seconded by Scott Osiecki. All were in favor, motion passed unanimously.

II. **Comments from the Courts**

Myriam Miranda requested a moment of silence for the passing of Judge Michael Russo, Al asked all in presence and on zoom to bow for a moment of silence.

**Expedited Placement Entry:** Greg reviewed the new Journal Entry and process for expedited placement in the CBC. This process was initiated by Judge Michael Shaughnessy.

**Suburban Misdemeanor Contract:** Greg Popovich updated the group on the status of the Suburban Misdemeanor Contract. Greg mentioned that is temporarily on hold pending the outcome of the November judicial elections.

**Court-funded Psychiatric Services:** Molly Gauntner thanked the Court for their support of this service and reviewed the court Outcome Date reports provided by Dr. David Lopez and Psychiatry Network attached in packet for both the Cuyahoga placements both at the McDonnell Center and Cliff Skeen CBCF's. Molly stated that one the Court's priorities is to keep mental health defendants in the community and offer quality, supportive resources. Molly also suggested that Dr. Lopez join us at a future FGB meeting to provide an overview of services and how the program is helping support client success. Al approved Molly to reach out to Dr. Lopez to schedule. Greg added that State does not fund these services and the Court provides the funding so clients can stay on their prescribed medication and not to be put on the generic substitutes when the client enters the facility. The McDonnell Center CBCF is the only or one of the few that offers this level of resources for Mental Illness.

**Probation Department Updates:** The Board welcomed Tammy Sherman the new Chief Probation Officer, Tammy confirmed the return of Probation Officers back to the CBCF facility beginning of this month. There will be two different P.O's each day for four days a week. Tammy also reviewed the Presentence Investigation (PSI) Report and Violation Hearing expedited eligibility process that involves Officers stamping PSI's and Status Reports as eligible for CBCF placement. Tammy has asked Supervisors to keep track of number of status reports and PSI's with those recommendations is their efforts to increase the numbers. Tammy reviewed the Probation Training that were conducted by the McDonnell Center in June and July. She indicated that it was appreciated by the Officers as it gave them insight on the facility and services. Molly gave thanks to Tammy for agreeing to bring the probation officers back to the facility and discussed the positive impact and messaging. Molly suggested there be routine quarterly probation training and Tammy agreed as there is always turnover in the Probation Department.

### **III. Committee Report**

Myriam reviewed the purpose of the Bylaw and Ad Hoc Committee formation and its effort to bring the Board back into compliance with regard to vacancies, terms and officers positions. The terms and appointments of the Judicial Advisory Board were also reviewed. In total there will be eight appointments from Court and four appointments for County. Myriam explained that by law all new Board members are to participate in the orientation and yearly trainings. Myriam highlighted some of the changes including changing the meetings from monthly to quarterly and reiterating that by statute, one of the quarterly meetings must be a joint meeting with the JAB. All members were in favor of having the January meeting be a joint meeting of the FGB and JAB at the Justice Center at a time that is convenient for the JAB. The court and the JAB will work on getting the reappointments completed. Additionally, we will need a FGB member to volunteer as Vice-Chair.

JAB Board Members Judge Clancy, Judge Synenberg and Judge J. Russo gave comments on their excitement to begin referring more clients to CBCF instead of jail able to refer more clients to CBCF instead of jail sentencing and also how the Judges are playing the roles of cheerleaders for the program. The Judges also expressed how they would like to be more engaged with the program as well, Judge Russo would like to have more contact with probation officers. Judge Clancy mentioned her desire to start a mentoring program. Judge Synenberg stated that having a judges meeting would be a good idea for all of the colleagues to get together and have a discussion.

### **Sex Offender Eligibility Criteria Ad Hoc Committee**

Greg stated that both City and County Councils were supportive of the Committee's recommendation regarding the change in sex offender eligibility to include misdemeanor and low level felony sex offenses. Tier three sex offenders and any child sex offenders will still be excluded; other cases will be reviewed on a case by case basis. A motion to approve the eligibility change was made by Myriam Miranda; Al Sanchez seconded the motion and all were in favor. The motion passed unanimously. Molly and the Court will continue the discussion regarding the sex offender programming. Greg raised a possible issue regarding Judges not always being clear on general eligibility. Molly mentioned that the majority of situations where individuals are found ineligible has to do with medical needs that exceed the capability of the program. It was suggested that Oriana House Admission staff attend a future FGB meeting to provide additional information for judges.

### **Operator's Report**

Al suggested that with the change in the Bylaws that there be a robust orientation process for members. Molly confirmed that she's currently working with Darren Toms from the Court on its development. All members reviewed the Ethics Training and signed the acknowledgement document. Molly asked Charles to provide feedback on the City and Council facility tour that occurred in September. Charles indicated that overall it was a great visit. Charles complimented the staff of the McDonnell Center indicating that the visitors were very impressed. Molly discussed how Council was interested in developing a continuum of care for Cuyahoga County. Molly advised that Councilman Pat Kelly was interested in a tour and learning more about CBCF and is scheduled to come to the facility on October 24<sup>th</sup>. Vince Holland responded that Molly can contact City Hall about having their research staff assist with various projects recommended by Council. Molly reviewed the CBCF grant and the funding for 169 beds and the financial incentive for maintaining 90% or 152 bed occupancy. Molly discussed the conversation she had with state about sustaining the facility at 90% court referrals and the option of not accepting APA violators. Molly feels that there will be challenges but it's worth prioritizing. Mike Randle advised that funding can be reduced as well for continually having low census. Their plan is to reward those facilities with high populations. The Board recommended convening an Ad Hoc Committee to look at ideas for increased and sustained utilization.

**Quarterly Financial Report:** Carl Ebner reviewed the quarterly financial report. He mentioned that the projected numbers in the beginning were the same as the numbers at the close out end of the year and that nothing was owed back. Al Sanchez made a motion to accept the quarterly financial report for July, August and September; Vincent Holland seconded the Motion: all were in favor and the motion passed unanimously.

**Procedure Manual Updates:** There were no significant changes to the procedure manual.

**CBCF Fiscal & Personnel Policies:** Molly reviewed the updated fiscal and personnel policy changes, noting that there were no substantive changes made.

**Occupancy Report, Dashboard Report and Notable Contraband Finding/ Drug Deterrence:** Board reviewed the reports for July, August and September. Molly reviewed the various drug deterrence efforts the program routinely does including K-9 drug dog searches, pat downs, body scanners and property searches. Mike Randle discussed the ODRC Vulnerability Assessment that was conducted in September. He mentioned that they made several facility recommendations but were over impressed with the facility's integrity. Mike will be discussing funding the recommended upgrades with ODRC.

#### **IV. Meeting Adjourned at 11:00 am**

Next Meeting  
Tentative [January 23, 2024](#) Joint JAB & FGB  
[12:00 PM – 2:00 PM](#) JAB May meet before 12 Noon Meeting