The McDonnell Center CBCF
Facility Governing Board Meeting Minutes
October 18th, 2024● 9:30 am
3540 Croton Ave.
Cleveland, OH 44115

Present FGB Members: Al Sanchez (Chair), Vincent Holland, Greg Popovich, Myriam Miranda (Vice Chair), Jeff Shivley, Brandy Carney, Colleen Brown, and Stephania Pryor

Present Oriana House: Mike Randle, Executive V.P. of Operations | Carl Ebner, V.P of Finance, CFO (via Zoom) | Pamela Cardinal, Program Manager | Jeff Brooks, Incoming Program Manager | Savannah Vitt, Intern (recorder)

Judicial Advisory Board: Judge John Russo

Welcome and Approval of Meeting Minutes:

Vincent Holland motioned to approve the July 12th, 2024 meeting minutes. Jeff Shivley seconded. All were in favor, motion passed unanimously.

Comments from the Courts:

Greg Popovich stated that because Tammy Sherman was unable to attend, he would present comments on her behalf. He raised the subject of the increased number of AWOLs, and asked how we might address that issue. Mike explained that clients primarily go AWOL from the hospital, and that DRC had proposed that we hire a private security company to be responsible for the transportation of the client. Mike expanded upon that statement, explaining that he is currently in contact with Silverback, a security company. Pamela discussed how staff have been referring to the nurse practitioner prior to sending clients out, which has helped to deter some of the clients from going AWOL. Greg stated that the county experiences the same issues, and the county has proposed utilizing GPS bracelets as a method of deterrence. He explained that the bracelet can be cut off if medically necessary, and the bracelet being cut off can also work to inform the facility of when a client is going AWOL. Jeff proposed that ankle shackles be utilized, but Myriam reminded him that we must respect the client's autonomy and dignity, as well as the safety of those involved, although a private security company might use handcuffs when transporting a client. Greg explained that there are concerns, especially in the case of offenders with domestic violence charges, and proposed that prosecutors perhaps file escape charges against clients who abscond. Mike and Pamela voiced having no objections to the idea, both stating that it could serve as a deterrent. Jeff asked if this is outlined in the instructions during sentencing, to which Stephania responded that yes, it is outlined during sentencing and is defined within the revised code. She added that there is also an escape policy in the CBCF rules. Greg discussed a prominent concern of the probation department, which is that there is a significant delay in when clients are able to start Thinking For A Change (TFAC). Mike answered that this issue has been remedied, as Pamela arranged for caseworkers to facilitate TFAC to eliminate the waitlist. Greg questioned the impact of the changes to community access policy, to which Pamela explained that there are more AWOLs and more client complaints regarding medical concerns. She added that medical faced a sharp increase in the number of clients being seen, and that medical often faces backlash from the clients if they are not allowed to go out of the facility to address a medical concern. Pamela explained that since we have

decreased the amount of community access for clients, we have increased the amount of programming we offer to keep clients busy during the day. Stephania questioned if clients get to have input regarding the type of programming. Pamela clarified that for the most part new programming is added when facilitators reach out about teaching new classes, although clients can compile a proposal for a new type of programming and present it at the monthly resident meeting. Mike added that for following meetings, he will ensure information regarding the programming will be provided to board members. Stephania voiced her approval of that idea, and Greg stated that if the court can offer any assistance in the matter, to let him know.

FGB Vice Chair Elections:

Mike Randle discussed how we currently have an unexpired term for vice chair, which expires in January. We will hold an election in January for the vice chair, but until then we will elect a vice chair to serve until January. Myriam was the only nominee. Mike asked that someone make a motion so that Al can appoint Myriam. Jeff Shively made a motion to elect Myriam for the vice chair seat for the unexpired term, and Brandy Carney seconded. The motion was unanimously approved. Mike asked that staff complete the nomination form for January, and a vote will be held during the January meeting. Currently Myriam is the only nominee, but Judge John Russo asked that the board consider bringing in new members to serve on the FGB board. He proposed that the board consider Vincent voiced agreement with the idea, stating he feels out of touch, adding that a emeritus or advisory board member could be beneficial. Myriam voiced that the board has struggled with finding new members. She clarified that the bylaws stipulate that participants are either county or court appointments, we cannot elect members outside of that. Judge Russo asked that we still put out a notice and see who might be interested. Judge Russo also commented on the fact he could not find limits on the amount of time board members can serve, stating that having limits on terms could be beneficial. Brandy agreed, adding that there are a number of nominations coming up this year, and that adding a member who's from the county jail could be beneficial. Myriam stated that it's something to consider, and the bylaws or appointments, Mike commented that a number of board members have expired terms or terms that are about to expire. Jeff pointed out that Tammy Sherman and Louis Vazquez's terms are about to expire, and Al's term is expired. Al questioned where that leaves him, considering that his term expired a year ago. Jeff responded that the bylaws state that Al will remain the chair of the board until a new person takes on the role. Greg highlighted that we have appointed 4 new members just in the last year. Judge Russo asked that word be put out to judges, sheriffs, etc., asking them to take on a role. Brandy replied that she has looked into it, and is in the process of collecting names for the beginning of next year. Al commented that he would sit as chair until he is replaced. Brandy proposed that the conversation be postposed to a later date, so that she could further discuss the matter with Al outside of the meeting.

Fiscal Report:

Carl Ebner reviewed the expense variant report for the month of September. He informed members of the board that we are currently in the 5th quarter, and we should approximately be 52% of the way through the budget. Carl informed the board that we are currently over budget, which is likely resultant of Ohio Department of Rehabilitation and Corrections (ODRC) funding cuts. He informed the board that the areas where we have exceeded the budget are salary and benefits. Carl clarified that we are mainly over budget on benefits due to health insurance costs. Brandy questioned how many staff members are salary, to which Mike responded that

approximately 46 staff members are. Mike added that since our numbers have been relatively stable, staying at or above the 80% occupancy rate, we will likely see increased funding from the Department of Rehabilitation and Corrections (DRC). Al asked if staff had any questions, to which none were posed. Brandy motioned to accept the Quarterly Financial Report. The motion was seconded by Vincent. All were in favor, the motion passed unanimously.

Ethics Training:
Pamela requested that members of the board all review the Annual Ohio Ethics Training and then sign the form to certify that they have reviewed the material. She asked that board members turn the form in following adjournment of the meeting.

CBCF Procedure Manual Review
There have been no significant manual revisions for the board to review.

Fiscal and Personnel Policy Changes:
Mike Randle presented the changes to fiscal and personnel policy, stating that the revisions were resultant of changes in job responsibilities or the addition of new job roles. Brandy questioned a highlighted revision, which stated "An employee who is not working should not be in any housing or client area of any facility without the express permission of their supervisor". Mike explained that there were issues with staff coming into the facility on their off days. Myriam made a motion to pass the fiscal and personnel changes. Stephania seconded. All were in favor, the motion passed unanimously.

Program Changes:
Mike gave Pamela the floor, asking that she inform the board of her departure. Pamela informed the board that 10/18/2024 would be her last board meeting as well as her last day with the agency. She introduced her replacement, Jeff Brooks, who will start as the new program manager at the McDonnell Center on 11/4/2024. Jeff currently serves as a program administrator for another Oriana House Facility.

Commissary Update:
Pamela Cardinal discussed the implementation of a new commissary that will begin on November 20th. Prior to the new commissary program starting, clients will be permitted to receive 2 clothing drop offs during their placement as well as periodic hygiene items. Once the new commissary program starts, clients will not be permitted hygiene drop offs.

Occupancy Report, Judicial Referrals, Dashboard Report, Drug Deterrence Report and Notable Contraband:
Pamela reviewed the occupancy report, noting that the population data shows a significant increase. She presented the population data, court referrals, the difference in the number of county clients vs APA clients, as well as the court referrals from January 2024 to September 2024. Jeff voiced his concerns regarding the number of judicial referrals each month, stating that the numbers are reminiscent of the referral numbers when the facility's population was significantly lower. Brandy added that this issue could impact state funding. Mike stated he would reach out to admissions staff to get more clarification on the subject. Pamela moved on to discussing the July dashboard, highlighting the fact the facility only had one AWOL during that

month. For the month of August, she discussed how we had 5 AWOL clients and 1 client who escaped. She noted that for the month of September there was a substantial increase in the number of AWOL clients, with the total being 14. Brandy asked for clarification on what is considered a "termination", to which Pamela replied that it is clients who were removed due to program violations. Pamela expanded on the subject, explaining that clients who are terminated often go before their judge and are re-referred to the CBCF. Often when they are re-referred, their placement is categorized as a judicial sanction as opposed to a community control sentence. For the clients who are re-referred, their placement will be tracked. Stephania questioned the number of residential supervisor (RS) staff openings, to which Pamela replied that generally it is hard to attain RS staff, especially for 2nd shift. Jeff questioned if RS staff working second shift are given premium pay, to which Mike replied no. Pamela voiced that a premium salary for 2nd shift could be a good idea. She informed the board that RS staff have had an increase in pay, with the pay being $16.20 per hour for staff without a degree and $17.20 for staff with a degree. Pamela added that RS staff can work to increase their pay by completing tiers. Mike built upon this, stating that the salary Oriana House pays is actually high for the field, and the agency pays those who reside in Cuyahoga County a higher rate. Pamela then moved to highlight the drug deterrence report, discussing the number of K9 searches, alcohol tests and urine drug screens (UDS). Jeff asked Pamela to further explain the positive UDSs. Pamela explained that for the clients who tested positive, they tested positive for suboxone, marijuana, fentanyl and cocaine. Often clients will pretend to have let the suboxone strip fully dissolve only to remove it from their mouth and later sell it to others. One client tested positive for cocaine, despite not having community access. Jeff questioned how a client might attain cocaine, to which Pamela responded that while staff make efforts to ensure contraband does not find its way into the facility, clients can sometimes get contraband into the facility following community access or a trip to the hospital. Mike explained that it's almost impossible to prevent contraband from entering the facility, and it is a commonality among correctional settings. Mike asked Pamela how many times the K9 comes to the facility per month, to which Pamela responded that on average the drug detection K9, which is trained on K2 and marijuana, comes to the facility 8 times each month, in random intervals. Just yesterday the K9 came to the facility and confirmed that 2 pieces of confiscated paper were K2. Mike proposed that the next meeting, which is expected to take place in January, be a joint meeting between the JAB and the FGB. He also proposed that the JAB could be a place where new additions might be added.

Meeting adjourned.
Next meeting to be determined.