

# HOWARD COUNTY MENTAL HEALTH AUTHORITY

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## Board Meeting Minutes September 2, 2014

**BOARD MEMBERS PRESENT:** Blackwell, Brown, Fillmore, Hamilton, Hull, Liggett-Creel, Liu, Mouratidis, Paez, Rodgers-Bonaccorsy, Seybolt, Wasser and Wells.

**BOARD MEMBERS ABSENT:** Geddes, Howard, Schmidt, Schulmeyer.

**STAFF MEMBERS PRESENT:** Choo Quan, Schaffer

1. **GUESTS PRESENT:** Debbie Meyer: NAMI, Stephen Foster: OOOHC, Omar Aziz

The meeting started at 5:32 p.m.

2. **MOTION:** An amendment to the Agenda was made to add an Action Item to the Executive Committee: Vote on Executive Committee Member Change and to the Board Development Committee: Approval of Foster Appointment. A motion was made to approve the September 2, 2014 agenda as amended. The motion was seconded and unanimously approved.

3. **MOTION:** A motion was made to approve the Board meeting minutes for August 5, 2014. The motion was seconded and unanimously approved.

4. **ATTENDANCE REVIEW:**

The following Board members were excused from the September 2, 2014 Board meeting: Geddes, Howard, and Schulmeyer. A motion was made to approve the absent Board members. The motion was seconded and unanimously approved.

5. **Executive Director's Report:**

*50+ Expo:*

HCMHA will staff two tables at this event on Friday, October 17, 2014. One is in the Health area where Marsha, our psychogeriatric coordinator will do depression screenings. The second table will be in the area for county agencies where we will provide general information. We need assistance with staffing both tables and would welcome any board members who would like to volunteer. Liu agreed to provide language translation services for the depression screening. Board members were asked to contact Wells or Schaffer to volunteer.

*Crisis Beds:*

The licensing request for Residential Crisis Services (RCS) has been sent to the Office of Health Care Quality (OHCQ) and we do not anticipate any problems. HCMHA is still working with the Horizon Foundation to obtain grant funds to cover the non-MA population.

***ED Follow-Up Program:***

A draft of the consent form and MOU has been developed with Grassroots and an initial meeting is scheduled with HCGH on 9/8/14.

***Behavioral Health:***

- 1. County Task Force

A proposed roster of members has been developed and plans are to schedule an initial meeting in September/October.

- 2. Value Options (VO) the current Administrative Services Organization (ASO) for the public mental health system has been selected as the vendor for the Behavioral Health ASO. This matter will go before the state Board of Public Works on 9/3/14.

***Data Consultant:***

HCMHA has contracted with a data consultant who will assist with analyzing data for the FY16 Mental Health Plan as well as assist with tracking outcomes for the two new services (crisis beds and ED Follow-Up Program.)

**6. Financial Director’s Report:**

<b>Expenses through 7/31/14</b>	<b>Expenditure</b>	<b>Comments</b>
Admin Budget	\$25,251	
State General Funds	\$208,277	
Federal Block Grants	\$69,996	
Other Grants	\$62,954	
County Grants	\$123,750	MCT
Systems of Care	\$14,037	
Fee for Service	\$16,731,648	FY 14
	\$108,669	1 <sup>st</sup> quarter FY15

**7. Standing Committees Reports:**

- a. **Executive Committee Meeting**

***Candidate for Board Membership:***

The Board discussed a recent applicant for one of our open positions. The individual is an employee at Perkins Hospital, which is a state psychiatric hospital. The group agreed that unfortunately there is a conflict of interest because the individual works for a state provider with which the HCMHA has ongoing interactions. This is similar to a situation occurring a few months ago with an applicant working for Springfield Hospital. The group therefore determined that the individual is not eligible for Board membership.

***Executive Committee Membership:***

David Wasser has determined that he must resign his At Large position from the Executive Committee for personal reasons. He will be able to continue to serve on the Board and perform as the chair of the Board Development committee. The committee will work to identify an interested Board member to serve on Exec in his position. Ideally we will be able to hold an election for this position at September's meeting.

***A motion was made to elect Maria Mouratidis as the At Large member of the Executive Committee. The motion was seconded and unanimously approved.***

**b. Health Care Policy & Planning Committee**

There was no meeting this month.

**c. Budget Committee Meeting**

**1. *Review Administration Expenses for July 2014:***

Expenditures were reviewed and were within budget.

**2. *Reviewed Y-T-D admin expenditures:***

Expenditures were reviewed and were within budget.

**3. *Reviewed Y-T-D expenditures for State and Federal grants:***

Expenditures were reviewed and were within budget.

**4. *Reviewed bank reconciliations:***

Liggett-Creel reviewed and signed bank reconciliations.

**5. *Other Issues:***

The Budget Committee decided to include the health care bill on the financial report every quarter whether or not the bill has been received and/or paid.

It was also discussed and agreed that at the January Board meeting, i.e. the six month mark of the fiscal year, the actuals and projections will be reviewed to forecast the end of FY15 finances.

**d. Board Development Committee**

The BDC interviewed and approved a candidate for a Consumer position. ***A motion was made to accept Stephen Foster as a Board applicant. The motion was seconded and unanimously approved.*** Foster will be a replacement for Howard but is welcome to join the Board prior to January when Howard's term expires.

**Comments from the Board:**

There will be a meeting of the Compensation Committee immediately following the Board meeting.

8: Board adjourned at 6:04 p.m. Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: \_\_\_\_\_  
Signature Date