

HOWARD COUNTY MENTAL HEALTH AUTHORITY

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Board Meeting Minutes November 3, 2015

BOARD MEMBERS PRESENT: Aziz, Blackwell, Brown, Filipczak, Foster, Geddes, Goodwin, Hull, Liggett-Creel, Liu, Monahan, Mouratidis, Paez, Rodgers-Bonaccorsy, Schulmeyer, Seybolt, Wasser, and Wells.

BOARD MEMBERS ABSENT: Schmidt, Spainbey

STAFF MEMBERS PRESENT: Choo Quan, Schaffer

1. **GUESTS PRESENT:** Debbie Meyer, Janet Jones

The meeting started at 6:00 p.m.

2. **MOTION:** The agenda was amended to add an Action Item to Board Development Committee: Approve Vilus Appointment. A motion was made to approve the agenda for November 3, 2015 as amended. The motion was seconded and unanimously approved.

3. **MOTION:** A motion was made to approve the Board meeting minutes for October 6, 2015. The motion was seconded and unanimously approved.

4. **ATTENDANCE REVIEW:**

The following Board members were excused from the November 3, 2015 Board meeting: Schmidt, Spainbey. A motion was made to approve the absent Board members. The motion was seconded and unanimously approved.

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

FY17 Budget:

HCMHA received the FY17 Budget Allocation letter from the state, a copy of which can be found in your Board packet. There were no changes from the FY16 funding. This is the budget that HCMHA must follow when we submit the FY17 budget in January 2016. However, funding will not be finalized until after the General Assembly session ends in early April.

The county held a meeting to discuss the county budget process on 10/28/15. HCMHA may have to submit a 3% reduction based on the FY16 funding level. The county budget is due 1/8/16, a month earlier than in previous years.

Accreditation Process:

HCMHA and the Health Department's Bureau of Behavioral Health sponsored a workshop on 10/9/15 for mental health and substance abuse providers who will need national accreditation once the

new Behavioral Health regulations go into effect. Plans are to form a workgroup of interested providers to assist in identifying the process needed to prepare for national accreditation. As mentioned in previous meetings, there are concerns that both mental health and substance abuse providers will not be able to afford the cost of pursuing national accreditation and that access to treatment services locally and across the state will be impacted. Accreditation may also become an issue during the upcoming legislative session.

SAMHSA Grant:

HCMHA will take the lead in submitting a grant proposal to SAMHSA’s GAINS Center by 12/4/15 as part of our Criminal Justice Partnership Committee. If selected, Howard County would receive technical assistance in the form of a 1.5 day workshop to develop an integrated strategy to better identify and respond to individuals with mental health and substance abuse issues in the Criminal Justice System based on the Sequential Intercept Model (SIM) (see grant announcement).

Rapid Access Program (RAP):

A meeting is scheduled to extend this new urgent psychiatric treatment model to the community. Grassroots will be the single point of contact for community referrals. Since 9/1/15, this program has been operating with referrals from HCGH only.

Mental Health Directory:

This project continues to move forward. Plans are to have the new searchable feature available in November. HCMHA expects there to be some glitches and will trouble shoot them once it goes live.

5a. Staff Presentation:

Janet Jones, Adult Services Coordinator, gave a detailed overview of her job description and answered questions from the Board.

6. Financial Director’s Report:

Expenses through 9/30/15	Expenditure	Comments
Admin Budget	\$74,722	
State General Funds	\$450,497	
Federal Block Grants	\$228,312	
Other Grants	\$391,861	
County Grants	\$0	MCT
	\$475	HCPD
	\$0	ED Follow Up
	\$9,333	OOOHC
	\$1,600	LAA
Horizon/Crisis Beds	\$19,563	
Fee for Service	\$18,750,260	FY 15
	\$3,225,326	1st quarter FY16

7. Standing Committee Reports

a. Executive Committee

Board Appointments:

There was discussion about how board appointments are handled, that is is everyone interviewed who applies regardless of whether or not they fit into a category where there is an opening.

FY16 Budget:

After much discussion it was agreed that Wells and Choo Quan would present a revised budget for FY16 based on the increase in Executive Director's salary that was approved in Executive Session on 10/6/15 and the additional funds made available to the Executive Director for staff salaries in FY16.

Wells will follow up with BHA's financial staff to clarify that funds earned under allocated costs and attributed towards the "rent" line item can be moved in FY16 and future budgets to other line items in the Admin budget.

b. Budget

1. Review Administration Expenses for September 2015:

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 County and State and Federal grants:

Expenditures were reviewed and were within budget.

4. Reviewed bank reconciliations:

Bank reconciliations were reviewed and signed by Liggett-Creel.

5. FY15 Audit:

Choo Quan will contact auditor to attend November Budget Committee meeting to review draft of audit. Therefore, the Budget Committee will meet at 6:00 p.m. on November 19th

c. Health Care Policy and Planning Committee

HUD Grant:

The county has received word that the change to the Fair Market Rent (FMR) for Columbia, that would affect our HUD funded program, has been delayed for one year due to the advocacy on the part of many. The director of the local Housing Commission is working in partnership to have the FMR restored permanently.

Rollover Plan:

HCMHA has \$42,852 unspent in State general Funds in FY 15 that are available for rollover. HCMHA would like to request \$40,000 to cover the cost of dues for the LAAs to join the statewide association, which was brought to the committee and Board earlier and approved. The remaining funds, \$2,852, would be used to develop a PR campaign for Suicide Prevention. We will need an Action Item at the next Board meeting to officially approve HCMHA's Rollover Plan.

A motion was made to approve \$2,852 of unspent State General Funds to be used to develop a PR campaign for Suicide Prevention. The motion was seconded and unanimously approved.

Letter of support:

The statewide Behavioral Health Coalition is asking for support of a letter to the Governor's Office of Children regarding the termination of funding at the end of the fiscal year for the Care Management Entity (CME). While MACSA is a member of this coalition, I would like to sign on as HCMHA. This issue is especially relevant for Howard County as it allows wrap around services for those who are not eligible for the 1915i waiver or Targeted Case Management, which has more restrictive eligibility criteria.

Resource card for the HCPD:

Simone, our staff person at HCPD, has developed a pocket size resource card for the HCPD based on a similar one from another jurisdiction. We will use the CIT grant to cover the costs of printing this.

ED Follow-up program:

During the first quarter 21 individuals were referred and 19 agreed to the services once contacted by Grassroots staff.

Dr. Goodwin's Proposal:

Wells stated that she has not yet arranged a meeting to discuss this issue. Dr. Goodwin stated he has not heard back from Care First yet either.

IMD Waiver:

Mouratidis raised the issue of the cut to mental health services that is impacting Sheppard Pratt Hospital. Wells stated that effective 7/1/15 the state Behavioral Health Administration (BHA) has provided very limited funding in FY16 to replace the Medicaid funds that were covering placement in private in-patient facilities for those between the ages of 21-64. In FY15, over 3500 inpatient admissions were covered by state Medicaid dollars. This has impacted Sheppard Pratt's ability to maintain existing units and the expansion of a new facility here in Howard County.

d. Board Development Committee

The Board Development Committee interviewed two candidates for the Consumer position and would like to nominate Darren Vilus for the vacant position. ***A unanimous vote was taken to approve Darren Vilus for appointment to the Board.***

Comments from the Board:

There will be a holiday party at the January 5, 2016 Board meeting. The food will be served before the Board meeting at 5:30 p.m.

Blackwell thanked Wells for participating in the Family Transitions Conference.

8: Board adjourned at 7:30 p.m. Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date

Amended