

# HOWARD COUNTY MENTAL HEALTH AUTHORITY

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## Board Meeting Minutes November 4, 2014

**BOARD MEMBERS PRESENT:** Aziz, Blackwell, Brown, Hamilton (by phone), Howard, Hull, Liggett-Creel, Liu, Mouratidis, Paez (by phone), Schmidt, Schulmeyer, Seybolt, Wasser and Wells.

**BOARD MEMBERS ABSENT:** Geddes, Rodgers-Bonaccorsy

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

**1. GUESTS PRESENT:** Debbie Meyer: NAMI

The meeting started at 5:39 p.m.

**2. MOTION:** A motion was made to approve the November 4, 2014 agenda. The motion was seconded and unanimously approved.

**3. MOTION:** A motion was made to approve the Board meeting minutes for October 7, 2014. The motion was seconded and unanimously approved.

**4. ATTENDANCE REVIEW:**

The following Board members were excused from the November 4, 2014 Board meeting: Geddes, Rodgers-Bonaccorsy. A motion was made to approve the absent Board members. The motion was seconded and unanimously approved.

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

***Behavioral Health Integration:***

Effective 10/24/14, the CSAs, together with local Health Departments and Local Addiction Authorities (LAA) have a meeting every other Friday with the state MA and Value Options regarding the new Behavioral Health Administrative Services Organization (ASO) implementation that is scheduled for 1/1/15. There is little that will change for the Public Mental Health System that has been operating under an ASO managed care system since FY98. However, for the addictions community it is a major shift from primarily a grant-funded system to a fee-for-service (ffs) managed care system.

***Network of Care:***

Please be aware of our NOC website that provides information about services but other features as well. You can research a topic through the "library" tabs or set up a Personal Health Record to track information about when you have certain tests (i.e. mammogram, colonoscopy, etc.) as well as what meds were prescribed to whom. In FY13, our Howard County NOC site had 168,191 hits and in FY14 it had 159,730 hits. A hit means someone came onto the site and moved around on

it. You can access our NOC site via [howard.md.networkofcare.org](http://howard.md.networkofcare.org) or get to it through the national site by clicking on Maryland, then Howard County. Maryland was the first state to develop a Veteran's NOC and data shows the veteran's site had 7,432 hits in FY13 and 8,191 hits in FY14.

***Behavioral Health Task Force:***

The initial meeting of the Behavioral Health Task Force was held on 10/8/14. Monthly meetings are scheduled through March 2015. Anne Towne, the former director of the Association of Community Services (ACS) here in Howard County has been hired as the consultant/facilitator for the BHTF. Plans are to develop sub-committees at the next meeting scheduled for 11/17/14. The Criminal Justice Partnership Committee will be asked to address criminal justice issues, rather than form a whole new sub-committee within the BHTF.

***Updates on New Projects:***

***MCT:***

Grassroots will be implementing the second day-time team (11 a.m. to 7 p.m. Monday through Friday) out of the Glenwood Community Center police sub-station in the hopes of addressing the response time in the northern part of the county.

***Crisis Beds:***

WayStation is awaiting their license from the state and continues to hire new staff for this program. A meeting is scheduled with the Horizon Foundation on 11/12/14 to discuss HCMHA's grant request for funds to cover the non-Medicaid individuals. Prospective start date is 12/1/14.

***ED Follow-up Program:***

HCMHA has followed up with HCGH about the MOU for this program, which was given to hospital staff several months ago. A recent email was sent to HCGH's President and others involved requesting an update or to schedule a meeting to discuss how best to move this project forward.

***Healthy Transitions Grant:***

HCMHA will be one of two jurisdictions where the new federal SAMHSA grant for transition-age youth will be implemented based on the TIP model. HCMHA will be responsible for hiring the state project director and administrative support staff as well as the QA co-evaluator for the state. In addition, HCMHA will contract with our current TAY Provider, Humanim, to manage this project locally. Our existing TAY grant (\$60,000) will be folded into this new grant. HCMHA will request that funds be used for a part-time position titled "Family Support Partner" and will develop a local Advisory Committee for this grant. The official start date for this grant is 12/1/14.

**6. Financial Director's Report:**

<b>Expenses through 9/30/14</b>	<b>Expenditure</b>	<b>Comments</b>
Admin Budget	\$75,601	
State General Funds	\$565,919	
Federal Block Grants	\$143,572	
Other Grants	\$191,270	
County Grants	\$123,750	MCT
Systems of Care	\$13,444	
Fee for Service	\$17,033,459	FY 14
	\$2,678,745	1 <sup>st</sup> quarter FY15

**7. Standing Committees Reports:**

**a. Executive Committee Meeting**

***Behavioral Health Integration:***

Wells updated committee on implementation at the state level.

HCMHA is awaiting information from local Health Department about “co-locating”. Health Department is investigating their lease with the County for space at the Ascend One Building. It appears that HCMHA would be a sub-vendor on the Health Department lease, rather than have a direct lease with the County. Committee members would like to discuss terms of the lease with Health Department soon. Wells will follow-up with Health Department staff on this issue.

Wells also raised the issue of the County Code that established the Mental Health Authority and discussion centered around when this issue should be addressed with the County.

***401K Plan:***

Liggett-Creel informed committee he has been in touch with Compton Financial who manage the retirement plan about the change in language needed to make regular contributions to staff during the fiscal year. He requested that they send the new language to him for review.

***50+ Expo:***

Wells informed committee that two Board members volunteered on 10/17/14 to help staff two tables with HCMHA staff. Liu staffed the Health Room with Ansel doing depression screenings and Blackwell staffed the information table with the County agencies. HCMHA staff appreciate their assistance.

***Holiday Party:***

As in previous years, the Committee would like to do a dinner for Board members at the December meeting (12/2/14). Please plan to stay after the regular Board meeting in December to socialize with others. HCMHA will also invite former Board members to attend as well.

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

***Revised Rollover Request:***

\$19,148 of the total amount unspent from State General Funds (\$85,567) is from the Traumatic Brain Injury (TBI) grant. Stefani O’Dea of the state is requesting that these funds be used in FY15 to contract for a Brain Injury Trust Fund Consultation and it is very likely that BHA will approve this request. Therefore, HCMHA will need to revise its request submitted and approved by the Board on 10/7/14.

Wells suggested taking \$10,000 (Needs Assessment) and the difference (\$9,148) from moving expenses to cover this request. Committee agreed and will bring to Board meeting on 11/4/14 as an Action Item titled “Revised Rollover Request”.

***A motion was made to revise the Rollover request that was approved at the October 7, 2014 Board meeting. \$10,000 will be taken from the Needs Assessment and \$9,148 will be taken from moving expenses and moved to the TBI Trust Fund. The motion was seconded and unanimously approved.***

***Healthy Transitions Grant:***

HCMHA would manage grant for BHA for state and our local program. Two staff would be hired by HCMHA, the State Project Director and State Management Associate. HCMHA would then contract with Humanim to implement grant in Howard County to serve youth in addition to those in current TAY program (12). The current grant for “TAY Coordinator” (\$60,000) would be folded into new grant.

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

HCMHA is still awaiting word from HCGH regarding the draft MOU and consent form. HCGH was contacted on 10/20/14 requesting update.

***Residential Crisis Beds:***

HCMHA was contacted by staff at County Council last week regarding a new “group home” that they received a request about from a constituent. I spoke to Mary Kay Sigaty on 10/17/14, who is very supportive of this new service and she was not aware of any concerns. I offered to meet with County Council to discuss if needed.

***FY16 Behavioral Health Plan:***

Mission, Vision, Values from previous Mental Health Plan was distributed to committee to review. Wells will meet with Bonaccorsy to discuss and will review any similar document to see how to combine for plan under development for FY16.

**c. Budget Committee Meeting**

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

Expenditures were \$680 over budget due to unexpected payment of FY14 phone bill.

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

Expenditures were \$374 over budget.

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

Expenditures were reviewed and were within budget.

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

Seybolt reviewed and signed bank reconciliations.

Choo Quan will send out the draft FY14 audit and invite Mayer to the next Budget Committee meeting to discuss. The Budget and Health Care Policy Committee meetings will be reversed on November 18<sup>th</sup>, therefore Budget will be at 5:30.

**d. Board Development Committee**

*A motion was made to reappoint Aziz. The motion was seconded and unanimously approved.*

Su Fillmore has resigned from the Board. The BDC will be interviewing candidates in the near future.

**Comments from the Board:**

There was further discussion about the BHTF. The next meeting will be November 17<sup>th</sup> and details are posted on the HCMHA website.

The in-patient psych unit will relocate temporarily while renovations are in progress.

Sheppard Pratt will be building a hospital in Howard County.

8: Board adjourned at 6:35 p.m. Minutes prepared by: Chris Schaffer

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