

HOWARD COUNTY MENTAL HEALTH AUTHORITY

8930 Stanford Boulevard
Columbia, MD 21045

Phone: 410-313-7350
Fax: 410-313-7374

Board Meeting Minutes June 2, 2015

BOARD MEMBERS PRESENT: Aziz, Brown (by phone), Hamilton, Liggett-Creel, Liu, Mouratidis, Paez, Rodgers-Bonaccorsy, Schulmeyer, Seybolt, Wasser and Wells.

BOARD MEMBERS ABSENT: Blackwell, Geddes, Hull, Schmidt.

STAFF MEMBERS PRESENT: Choo Quan, Schaffer

1. GUESTS PRESENT: Jim Filipczak, Jack Monahan, Scepter Spainbey, Janet Edelman, Robert Goodwin.

The meeting started at 5:40 p.m.

2. MOTION: The agenda was amended to add an Executive Session meeting after the official adjournment of the meeting. A motion was made to approve the June 2, 2015 agenda as amended. The motion was seconded and unanimously approved.

3. MOTION: A motion was made to approve the Board meeting minutes for May 5, 2015. The motion was seconded and unanimously approved.

4. ATTENDANCE REVIEW:

The following Board members were excused from the June 2, 2015 Board meeting: Blackwell, Geddes, Hull, and Schmidt. A motion was made to approve the absent Board members. The motion was seconded and unanimously approved.

5. Executive Director's Report:

FY16 Budget:

Advocates have been successful in getting Governor Hogan to restore the 2% FY16 community mental health services rate cut that was scheduled to go into effect on 7/1/15. This was originally a 4% rate increase that was cut to 2% by Governor O'Malley prior to leaving office.

BHTF Follow-Up:

HCMHA is working with the county in FY16 to make the online mental health directory more user friendly by being able to search by keywords on mobile devices. HCMHA has unspent county funds that will be used for this purpose in FY16.

State Monitoring Visit:

HCMHA had its 4th quarter monitoring visit from the state Behavioral Health Administration (BHA) on 5/20/15. The written report on this site visit will be shared with the Board upon receipt.

Co-Location:

A meeting is scheduled for 6/1/15 with the county person who handles space and the Health Department leadership to finalize the details of the move to the Ascend One Building.

DHMH Audit:

HCMHA had to submit a lengthy list of requested financial items to the state audit division in advance of an audit that will cover FY08 through FY14. Since we were still awaiting FY14 budget reconciliations from DHMH, we brought this issue up at our state monitoring visit and it was suggested that we submit the required documentation through FY13 and then follow-up with FY14 upon receipt of the reconciliations.

Board Appointments:

Wells met with David Lee and Diane Wilson, County Executive’s Chief of Staff, regarding the outstanding Board re-appointments (4) and new requested appointments (4) on 5/6/15. On 5/18/15, Wells received notice that all requested appointments would be approved by the County Executive and referred to the County Council.

New Grant:

The Regional Partnership Planning Grant, which is looking at population health, is seeking a family member or consumer to participate on the operating committee. Spainbey volunteered and Edelman will announce to the NAMI Board.

6. Financial Director’s Report:

Expenses through 4/30/15	Expenditure	Comments
Admin Budget	\$290,241	
State General Funds	\$1,954,176	
Federal Block Grants	\$505,057	
Other Grants	\$452,889	
County Grants	\$318,750	MCT
	\$26,750	HCPD
	\$22,750	ED Follow Up
	\$1,563	MHFA
	\$25,236	BHTF
Horizon/Crisis Beds	\$11,350	
Fee for Service	\$17,116,548	FY 14
	\$1,021,787	4th quarter FY15

7. Standing Committee Reports

a. Executive Committee

Co-Location:

Wells gave an update regarding the move to Ascend One. At a meeting on 5/6 with the County Executive's Chief of Staff, Wells was informed that HCMHA would be provided space in Ascend One as an in-kind support to HCMHA's administrative budget. A meeting is scheduled for 6/1 to finalize details of the move.

OOOHC:

Wells updated committee about the issues at the Wellness and Recovery Center operated by OOOHC with funding from HCMHA and the Health Department. Wells raised her concerns regarding the absence of a Program Manager/Executive Director over recent months. Since the Health Department, unlike HCMHA, cannot use unspent funds across fiscal years (i.e. Rollover funds) it was agreed that OOOHC would amend the budgets for Health Department and HCMHA spend the Health Department funds first, therefore freeing up unspent HCMHA funds as "Rollover" in FY16.

Board Positions:

Wells informed committee that the County Executive has agreed to move the eight outstanding Board re-appointments (4) and new appointments (4) forward to the County Council.

Detention Center Grant:

Wells will meet with staff at the Detention Center on 5/22/15 to discuss moving the mental health position funded under the Maryland Community Criminal Justice Treatment Project (MCCJTP) to a county employee position. This was initiated by the HCDC Director in the hopes of providing longevity in this position.

b. Budget

1. Review Administration Expenses for April 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, State and Federal grants:

Expenditures were reviewed and were within budget

4. Reviewed bank reconciliations:

Bank reconciliations were reviewed and signed.

5. Review Budget Projections:

Committee reviewed the “Committed Funds” in the Admin Budget through the end of the fiscal year. Projected unused funds totals roughly \$31,000.

c. HCP&P

Case Management:

Wells informed committee that Alliance wants to terminate case management services in Howard County. Wells requested that Alliance consider continuing Care Coordination (i.e. Case Management) for Children and Adolescents (C&A) under the new 1915i regulations. Alliance would like to transition to a new provider by 7/1/15 but since HCMHA will need to put out an RFP to select a new vendor this is not possible. Wells requested that the transition occur by 9/1/15, which would give adequate time to select a new vendor. Alliance reluctantly agreed to this request but also agreed to continue to provide Care Coordination for C&A under the 1915i waiver.

Substance Abuse Providers:

HCMHA and Health Department Bureau of Behavioral Health co-hosted a meeting on 5/14/15 with the certified addiction providers in the county. Plans are to extend an invitation to incorporate this group into HCMHA’s quarterly provider Meetings.

BHTF/Directory:

Wells and Schaffer met with Chris Merdon, Director of the County’s IT department on 5/18/15 to discuss expanding the on-line directory so it would be more user friendly by being searchable from mobile devices. A follow-up meeting is scheduled to review the particular requirements and, hopefully, assign a project manager from county IT department to assist HCMHA with this project.

Healthy Transitions Grant:

HCMHA will be developing a local advisory committee for our 5 year grant. Plans are to develop this over the first quarter of FY16. Also, HCMHA will use grant funds to contract with a provider who is certified to do family Psychoeducation based on the Evidence Based Practice (EBP) model approved by the state.

d. Board Development Committee

Ballots for the FY16 Executive Committee were distributed to voting members.

Wasser announced that the FY16 Executive Committee will be:

- President – Stephen Liggett-Creel
- Vice President – Maria Mouratidis
- Treasurer – Ralph Paez
- Secretary – Helen Liu
- At-Large – Diana Seybolt

Wasser announced that the FY16 Board Development Committee will be David Wasser, Maria Mouratidis, Michele Brown. *A motion was made to approve the Board Development Committee. The motion was seconded and unanimously approved.*

Comments from the Board:

All future committee and Board meetings will be held at the new location at 8930 Stanford Boulevard.

Seybolt announced that all future committee and Board meetings will begin at 6:00 p.m.

8: Board adjourned at 7:00 p.m. Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date