

HOWARD COUNTY MENTAL HEALTH AUTHORITY

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Board Meeting Minutes April 5, 2016

BOARD MEMBERS PRESENT: Aziz, Blackwell, Brown, Filipczak, Foster, Goodwin, Hull, Liggett-Creel, Liu, Monahan, Mouratidis, Rodgers-Bonaccorsy, Schmidt, Schulmeyer, Seybolt, Spainbey (by phone), Wasser (by phone) and Wells.

BOARD MEMBERS ABSENT: Paez

STAFF MEMBERS PRESENT: Choo Quan, Schaffer

1. GUESTS PRESENT: Debbie Meyer; NAMI

The meeting started at 6:03 p.m.

2. MOTION: A motion was made to approve the agenda for April 5, 2016. The motion was seconded and unanimously approved.

3. MOTION: A motion was made to approve the Board meeting minutes for March 1, 2016, 2016. The motion was seconded and unanimously approved.

4. ATTENDANCE REVIEW:

The following Board member was excused from the April 5, 2016 Board meeting: Paez. A motion was made to approve the absent Board member. The motion was seconded and unanimously approved.

5. Executive Director's Report:

May Events:

1. We will be hosting a breakfast meeting the first Monday in May, 5/2, to kick off "Children's Mental Health Awareness Week" and a start to a month long series of events. I have invited the County Executive in the hopes he can attend and will do some sort of Press Release for us, but am still waiting to hear. Once a flyer is completed it will be forwarded in the hopes that some Board members can attend. Audience will be other child serving agencies, NAMI members, and Health Department staff.

2. Our conference scheduled for 5/16 has already closed out with 100 registrants. HCMHA is charging for the first time.

3. We have contracted with a PR consultant with the \$2,800 in Rollover funds to design artwork for "table tents" that will be on the tables at the food court at the Mall in May. The HD/LHIC, NAMI and Grassroots are our partners in this and LHIC funds will be used to do the printing. We are hoping to run an ad each week in the HoCo Times listing various events and also get an article in the paper.

4. NAMI is sponsoring an “Anti-Stigma” campaign in May and asking individuals to take an “Anti-Stigma” Pledge. We hope we can get the County Executive to do that at the 5/2 breakfast. HCMHA has agreed to use Education and Training Grant funds to cover some of the handouts for this event.

5. Mental Health First Aid training will be held on May 7th and 14th.

FY17 Budget:

HCMHA put in a Supplemental Budget request to the county for \$75,000 to fund a full-time position to work within the court systems. This was one of the recommendations from the Behavioral Health Task Force report and has been a priority for the members of the Criminal Justice Partnership Committee.

Legislative Session:

HB 682/SB551: Legislative session ends on 4/11 and to date we know the crisis bill has been passed by both the Senate and the House. This would require the development of a strategic plan to ensure Clinical Crisis Walk-in services and mobile crisis teams are available 24/7 throughout the state.

HB 595/SB497: The Senate has passed the “Keep the Door Open” Bill and we are still awaiting a vote in the House. This is an important piece of legislations that will have a significant impact on both mental health and substance abuse providers by tying the rates to an existing economic indicator.

Case Management RFP:

The proposals are due tomorrow and we have received one proposal already. I would like to ask the Board to allow the HCP&P Committee to review and approve the Proposal Review Committee’s recommendation at their next meeting on 4/19/16 in advance of official Board approval on 5/3/16. The Board agreed to the request.

Logo:

Wells passed around a sample of a proposed new logo for HCMHA. The Board agreed to change the logo.

6. Financial Director’s Report:

Expenses through 02/29/16	Expenditure	Comments
Admin Budget	\$250,275	
State General Funds	\$1,105,830	
Federal Block Grants	\$347,268	
Other Grants	\$1,059,431	
County Grants	\$263,750	MCT
	\$17,019	HCPD
	\$37,500	ED Follow Up
	\$32,000	OOHC
	\$13,806	LAA

Horizon/Crisis Beds	\$48,228	
Fee for Service	\$19,274,638	FY 15
	\$11,622,275	3rd quarter FY16

7. Standing Committee Reports

a. Executive Committee

Presentation from Carl Delorenzo, Director of Public Policy, County Executive’s Office

- County Executive’s vision for HCMHA moving forward
- Incorporate private insured population into its goals/mission
- HCMHA’s current mission statement is:

The mission of the Howard County Mental Health Authority is to insure the availability of quality mental health services and provide leadership in the county on mental health issues through education, prevention, community and interagency partnerships to better serve the broader community.

2. County’s support/investment in the search and selection process

- Ensure that the evaluation of potential candidates (i.e. questions used in the search process) are aligned with the county’s vision.
- Compensation package is adequate to ensure a selection of qualified candidates. However, Wells stated that HCMHA’s Administrative budget is determined by the state and the county has never provided funding to support administrative staffing.

3. Executive Director’s Search:

- Copy of Job Announcement
- Evaluation Criteria for ED selection
- Timeline for selecting potential replacement
- Candidate should understand and support integration process currently underway in the public behavioral health system.

A second meeting was held with the Search Committee and key stakeholders to include to Grassroots, HCGH, Horizon Foundation, Department of Corrections, and HCPD to share their vision for the Mental Health Authority. The focus of the meeting was to continue the collaboration and support that has been provided and make sure it continues moving forward with the new leadership.

Search committee has selected four candidates for interview. Once the interviews have been completed the final candidates will be invited to present to the Board and stakeholders on a topic determined by the Search committee. A special meeting will be arranged for the presentations, preferably before the May Board meeting.

At the presentation of March’s Executive Committee minutes to the Board, Goodwin expressed concerns that the new Executive Director be aware of the issue of assuring that insured consumers within the county with mental health issues have access to treatment, which was one of the recommendations of the Behavioral Health Task Force report.

b. Health Care Policy and Planning

PR Campaign for May:

Proposal from Helicopter Marketing, the firm that did our PR campaign in 2006, to focus on events in May.

One event could be the “Children’s Mental Health Matters” Campaign the first week in May as HCMHA will sign on as a sponsor. Possibly host a breakfast meeting for child serving agency partners such as DSS, DJS, and other members of the Local Children’s Board (LCB).

HCMHA would like to use social media in a new way to push out information. The HCPD twitter account was able to push out a message on their twitter account, after consulting with HCMHA and Grassroots, after two recent suicides.

Supplemental Budget Request to County:

In keeping with the FY15 Behavioral Health Task Force report to the county, HCMHA will request \$75,000 in additional funding for a case management staff position within the courts to follow up on those individuals who come into contact with the criminal justice system. This position would be able to link individuals with behavioral health issues to community resources, follow-up on post court appearance and report back to the court. This was the priority of the Criminal Justice Committee of the Behavioral Health Task Force and would provide the missing piece between the Detention Center position, the HCPD position and the courts. This would be similar to the position used by a Mental Health Court, but we do not have enough volume to pursue a Mental Health Court in Howard County.

c. Budget

1. Review Administration Expenses for February 2016:

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.

5. Approval for Check #14400:

A check in the amount of \$1,167 was sent on 2/5/16 without the required second signature due to the urgency of the request to prevent an eviction. Committee reviewed and approved this check.

6. DHMH Audit FY08-14:

HCMHA submitted requested paperwork in July 2015 and recently heard from DHMH regarding this audit.

7. Revised FY17 Administrative Budget:

HCMHA revised the budget submitted in January 2016 per BHA's request. Former rent funds listed under "indirect" were moved to cover the increase in salaries and fringe.

d. Board Development

A resume has been received for the vacant consumer position. An interview will be arranged after the Executive Director search has been completed.

Comments from the Board:

A Save the Date has been sent out for the retirement party. The official invitation will be sent out next week.

8: Board adjourned at 6:47 p.m. Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date