

HOWARD COUNTY MENTAL HEALTH AUTHORITY

8930 Stanford Boulevard
Columbia, MD 21045

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

Board Meeting Minutes August 2, 2016

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

BOARD MEMBERS ABSENT: Aziz, Schulmeyer

STAFF MEMBERS PRESENT: Choo Quan, Schaffer

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

The meeting started at 5:59 p.m.

2. **MOTION:** The agenda for August 2, 2016 was amended to include an Action Item under Budget Committee to approve Acting Capacity Pay. A motion was made to approve the agenda as amended. The motion was seconded and unanimously approved.

3. **MOTION:** A motion was made to approve the Board meeting minutes for June 7, 2016. The motion was seconded and unanimously approved.

4. **ATTENDANCE REVIEW:**

The following Board members were excused from the August 2, 2016 Board meeting: Aziz and Schulmeyer. A motion was made to approve the absent Board members. The motion was seconded and unanimously approved.

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

Executive Director Flexible Fund:

A total of \$4078.74 was received in ticket sales and donations. \$2147.48 will be allocated to the Executive Director Flexible Fund.

Directory:

The new feature that makes the directory searchable by mobile devices went live in the last week of June. HCMHA has contracted with VMT, who developed this new feature, to provide 80 hours of technical assistance in FY17 to make any needed changes once it is in use.

Behavioral Health Integration:

A letter was sent to Dr. Rossman on 7/11/16 stating that HCMHA would like to resume the meetings of this workgroup. The Executive Committee has decided to delay restarting the local Behavioral Health workgroup until a new Executive Director has been hired.

Ellicott City Floods:

HCMHA has been contacted by both county and state officials regarding the crisis. The Mobile Crisis Team has been on call. A Disaster Operations Center has been set up and is being staffed by county agencies, including HCMHA. The Mental Health Disaster Team will be on stand-by to give mental health support when residents and business owners are allowed back in to their properties.

6. Financial Director's Report:

Expenses through 05/31/16	Expenditure	Comments
Admin Budget	\$356,693	
State General Funds	\$1,679,580	
Federal Block Grants	\$790,632	
Other Grants	\$1,442,036	
County Grants	\$420,000	MCT
	\$40,560	HCPD
	\$67,000	ED Follow Up
	\$60,000	OOOHC
	\$20,000	LAA
Horizon/Crisis Beds	\$85,805	
Fee for Service	\$19,274,638	FY 15
	\$21,287,370	4th quarter FY16

7. Standing Committee Reports

a. Executive Committee:

Executive Director Flexible Fund:

A total of \$4078.74 was received in ticket sales and donations. \$2147.48 will be allocated to the Executive Director Flexible Fund.

Behavioral Health Integration:

A letter was sent to Dr. Rossman on 7/11/16 stating that HCMHA would like to resume the meetings of this workgroup. After discussion, it was decided to delay restarting the local Behavioral Health workgroup until a new Executive Director has been hired.

Foreign Born Coordinator Position:

After discussion, it was decided to postpone moving the entire salary for this position to Admin Budget until the committee has more information on the FY17 budget.

Executive Session:

Staff was excused and the Executive Committee discussed the Executive Director search and Acting Capacity Pay. At the Board meeting, Monahan updated the Board on the search for the Executive Director. There was concern that the members of the search committee were not the same when the first round of interviews was conducted. It was agreed that resumes would be sent to the additional members of the original search committee for review. There was discussion about the potential candidates presenting to the community stakeholders and it was decided that the process should be consistent with the first round of the search and presentations will take place at the next Board meeting.

b. Health Care Policy and Planning:

There was no meeting in July.

c. Budget:

1. Review Administration Expenses for May 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:

A few grants were over budget but we will move funds from other grants to cover the over budgeted grants.

4. Reviewed bank reconciliations:

Bank reconciliations were reviewed and signed by Seybolt.

5. DHMH Sub-Vendor Audit:

The Audit Report Draft has been received which states that HCMHA owes \$395,000. HCMHA disagrees with the findings and will work on DHMH 440s to correct the findings.

d. Board Development

A motion was made to approve Kathryn Newman to fill the vacant Consumer position. The motion was seconded and unanimously approved.

Comments from the Board:

Hull distributed the “What Helps What Harms” final report for those interested.

Rodgers-Bonaccorsy distributed a flyer about International Overdose Awareness Day to be held on August 31st.

8: Board adjourned at 6:55 p.m. and entered into Executive Session to approve the Action Item: Acting Capacity Pay.

Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date