

HOWARD COUNTY MENTAL HEALTH AUTHORITY

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Board Meeting Minutes April 4, 2017

BOARD MEMBERS PRESENT: Aziz (by phone), Brown, Demidenko, Goodwin, Filipczak, Hull, Liggett-Creel, Liu, Monahan, Morey, Mouratidis, Paez, Rodgers-Bonaccorsy (by phone), and Seybolt.

BOARD MEMBERS ABSENT: Foster, Schulmeyer, Schmidt, Spainbey, and Wasser.

STAFF MEMBERS PRESENT: Schaffer

1. GUESTS PRESENT: None

The meeting started at 6:03 p.m.

2. MOTION: A motion was made to approve the April 4, 2017 agenda. The motion was seconded and unanimously approved.

3. MOTION: A motion was made to approve the Board meeting minutes for March 7, 2017. The motion was seconded and unanimously approved.

4. ATTENDANCE REVIEW:

The following Board members were excused from the April 4, 2017 Board meeting: Foster, Schmidt, Schulmeyer, and Wasser. A motion was made to approve the attendance list. The motion was seconded and unanimously approved.

5. Financial Director's Report:

Expenses through 2/28/17	Expenditure	Comments
Admin Budget	\$223,746	
State General Funds	\$1,081,061	
Federal Block Grants	\$388,198	
Other Grants	\$1,053,513	
County Grants	\$310,227	MCT
	\$5,134	HCPD
	\$47,917	ED Follow Up
	\$30,000	OOOHC
	\$0	LAA
Horizon/Crisis Beds	\$150,000	
Private Insurance Consultant	\$13,750	
Fee for Service	\$23,353,663	FY 16
	\$14,736,424	3rd quarter FY17

6. Standing Committee Reports

a. Executive Committee:

Legislative Services Recommended Actions:

Committee discussed Legislative Services Recommended Actions on Behavioral Health Integration. BHA has to submit a report on the status of integration in November 2017.

Board Retreat:

A Board Retreat was discussed for a Saturday in May or June (Chris will send a Doodle Poll out on this matter). Hiring a facilitator and discussing Board Development issues such as Committee Structure and Member Participation was suggested as the topic,

Secondary Employment:

The secondary employment matter discussion was finalized.

b. Health Care Policy and Planning:

Strategic Planning Meeting:

Madeline reviewed the Power Point and Data Dashboard with the Committee and the plan for the Strategic Planning Meeting was outlined. At the next full Board meeting, Madeline will present the outcome of the Needs Assessment and review the Data Dashboard. The Strategic Plan for FY 18-22 will then be discussed with the Board voting on Priority Result Areas and completing a planning chart for each prioritized result.

c. Budget:

1. *Review Administration Expenses for February 2017:*

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. FY17 Unspent Funds – Approximately \$30,000:

Plan to discuss how administrative fee income dollars will be spent prior to end of fiscal year was requested after Full Board Meeting discussion in early March. Paez shared Donna’s recommendations. Rachel was tasked with writing up a plan to spend the fee income prior to the end of the fiscal year.

During the Board meeting, it was decided that Morey will send out a more detailed explanation of how unspent funds could be used. Comments and questions will then be reviewed before discussion at the next Executive Committee meeting.

7. Executive Director’s Report:

The Needs Assessment results were reviewed and discussed in detail. Strategic Planning Activities included:

- Reviewed Results Based Accountability (RBA) Framework as Model for Strategic Plan
- Reviewed Needs Assessment Report
- Identified System Strengths and Gaps
- Discussed Continuum of Care/and System of Care
- Voted on Top Three to Five Needs
- Discussed Health Policy and Planning Subcommittee Developing Results, Indicators and Strategies for Identified Top Three to Five Needs

Top Three System of Care Needs Selected:

- Create Improved Continuum of Care/System of Care for better coordination between MH, SA, Somatic Care/Primary Care, etc.
- Increased Affordable and Accessible BH Providers that take insurance and offer convenient hours and locations (especially Psychiatrists)
- Improved Public Awareness/Outreach/Education on BH Services

Comments from the Board:

None

8: Board adjourned at 7:59 p.m.

Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date