

HOWARD COUNTY MENTAL HEALTH AUTHORITY

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Board Meeting Minutes June 6, 2017

BOARD MEMBERS PRESENT: Brown, Filipczak, Foster, Goodwin, Hull, Liggett-Creel, Liu, Monahan, Morey, Mouratidis, Paez, Rodgers-Bonaccorsy, Schmidt, Schulmeyer and Seybolt.

BOARD MEMBERS ABSENT: Aziz, Demidenko, Spainbey, and Wasser.

STAFF MEMBERS PRESENT: Choo Quan, Schaffer

1. **GUESTS PRESENT:** None

The meeting started at 6:10 p.m.

2. **MOTION:** A motion was made to approve the June 6, 2017 agenda. The motion was seconded and unanimously approved.

3. **MOTION:** A motion was made to approve the Board meeting minutes for May 2, 2017. The motion was seconded and unanimously approved.

4. **ATTENDANCE REVIEW:**

The following Board members were excused from the June 2, 2017 Board meeting: Aziz, Demidenko, and Wasser. A motion was made to approve the attendance list. The motion was seconded and unanimously approved.

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

Needs Assessment and Strategic Plan for FY 18-22:

FY 17 Needs Assessment and FY18-22 Strategic Plan were submitted to the Behavioral Health Administration (BHA) on May 11, 2017 and to the County Executive and County Council on May 15, 2017.

Private Insurance Project Update:

Dr. Mowatt, Ms. Shereen Cabrera-Bentley of the LAA have completed interviews and research component of plan. Ms. Morey, Dr. Mowatt, and Ms. Cabrera-Bentley are completing the analysis of all information collected. All three will be meeting on June 14th to review the rough draft of the Final Private Insurance Report. The Final Draft will be completed by June 30th and then shared with the HCMHA Board of Directors.

HCMHA New Positions:

HCMHA has hired Ms. Sabrina Harris as our new Psychogeriatric Coordinator to replace Marsha Ansel who is retiring in June 2017. Ms. Morey conducted interviews on May 30th and June 1st in partnership with BHA to hire two Brain Injury Waiver Case Managers who will start on or about the first week of July. Two Regional Older Adult PASSR Positions interviews (for Central and Southern MD) were conducted on June 6th in partnership with the Prince George’s County Core Service Agency.

BHA also called at the end of May to let HCMHA know that they have hired Natalie Solomon as the new Director of Young Adult Services as a consequence BHA wants to meet with HCMHA to ask that we hire the new Healthy Transitions Coordinator.

C& A Case Management RFP Release

The C & A Case Management RFP closed on May 15th. Ms. Morey and Ms. Kenyatta Cully of HCMHA in partnership with BHA staff reviewed the four submitted proposals. The Center for Children was the winning Proposal. They had the best program quality proposed and were the only bidder recommended by two other Core Service Agencies.

6. Financial Director’s Report

Expenses through 4/30/17	Expenditure	Comments
Admin Budget	\$323,969	
State General Funds	\$1,184,033	
Federal Block Grants	\$583,457	
Other Grants	\$1,398,164	
County Grants	\$310,227	MCT
	\$14,530	HCPD
	\$59,583	ED Follow Up
	\$48,665	OOOHC
	\$4,536	LAA
Horizon/Crisis Beds	\$150,000	
Private Insurance Consultant	\$16,045	
Fee for Service	\$23,652,572	FY 16
	\$18,471,843	3rd quarter FY17

Morey reported that after the budget work session a fiscal analysis of the FY18-22 Strategic Plan was requested.

7. Standing Committee Reports

a. Executive Committee:

Integration Workgroup:

Integration Workgroup was discussed. Madeline shared a timeline of different information that she had received from various parties since the last Integration Workgroup ending with Carl DeLorenzo sharing that he had a conversation with Dr, Bazron and she said she wanted only one pay source. Therefore, he stated that he was making an Executive Decision to throw out “Option 4” which

was the cooperative model with both CSA and LAA continuing in partnership. Executive Committee decided not to object to Option 4 being discarded as Option 3 was still on the table which included the Quasi-Governmental component remaining intact.

Paez gave an update on the final meeting of the Behavioral Health Integration Committee. A lengthy discussion followed and many issues of concern were raised.

Telework Request:

A written telework request was discussed. The HCMHA policy was discussed again with the caveat that a future change may be considered related to outside employees and would require the joint approval of the BHA and HCMHA Supervisors.

b. Budget:

1. *Review Administration Expenses for April 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. *FY18 Budget Work Session:*

Madeline discussed the FY 18 Budget Work Session in front of the County Council and that it had gone well. Madeline then received a follow up request from Gregory Bruno from the County Budget Office to submit a fiscal analysis of the HCMHA FY18-22 Strategic Plan.

6. *HCF&L:*

Due to the increased number of grants that HCMHA manages, the annual audit will cost \$12,000, an increase of \$3,000. The Budget Committee approved this increase.

c. Health Care Policy and Planning:

Social Media/Outreach Consultant was discussed. A suggestion was made to advertise at the Community College.

Madeline reported that the FY 17 Needs Assessment and FY18-22 Strategic Plan were submitted to the Behavioral Health Administration (BHA) on May 11, 2017 and to the County Executive and County Council on May 15, 2017.

d. Board Development:

Ballots for the FY18 Executive Committee were distributed to voting members. Filipczak announced that the FY18 Executive Committee will be:

- President: Ralph Paez
- Vice President: Jack Monahan
- Secretary: Tom Schmidt
- Treasurer: Stephen Liggett-Creel
- At Large: Diana Seybolt

Comments from the Board:

Foster reiterated concerns regarding integration and the impact it will have on consumers.

Hull shared information on community events and trainings that she and HCMHA staff have been involved in.

8: Board adjourned at 7:28 p.m.

Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date