

HOWARD COUNTY MENTAL HEALTH AUTHORITY

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Board Meeting Minutes November 7, 2017

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

BOARD MEMBERS ABSENT: Aziz, Demidenko, Goodwin, Monahan, Spainbey

STAFF MEMBERS PRESENT: Choo Quan, Schaffer

1. GUESTS PRESENT: Debbie Meyer (NAMI-HC), Carl DeLorenzo, Caitlyn Connors.

The meeting started at 6:05 p.m.

2. MOTION: The November 7, 2017 agenda was amended to move Caitlyn Connors to present immediately after the attendance review. A motion was made to approve the November 7, 2017 agenda as amended. The motion was seconded and unanimously approved.

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

4. ATTENDANCE REVIEW:

The following Board members were excused from the November 7, 2017 Board meeting: Demidenko and Goodwin. A motion was made to approve the attendance list. The motion was seconded and unanimously approved.

5. Carl De Lorenzo updated the Board on two recent developments regarding the transition:

- The Budget Director would like to meet with the Health Department and HCMHA to discuss transition of grants.
- The county is working with the office of Human Resources to implement staff salaries that will be supplemented by the county.

Caitlyn Connors, County Administration Internal Auditor, gave a brief overview of the financial aspects of closing a quasi-public agency. Caitlyn answered questions from the Board. Caitlyn will meet with Paez and other members of the Board as the process moves forward.

6. Executive Director's Report:

Brain Injury Case Manager:

Michael Wayne Stafford resigned from his position on 10/19/17. He will continue with the position as an independent consultant until BHA makes a decision on hiring for the position.

50+ Expo

Both HCMHA tables at the 50+ Expo were well attended, and Sabrina and volunteers did more than 60 screenings.

Coordination of Care:

After 9 months without children's care coordination/mental health case management, we now have the Center for Children providing care coordination services.

Community Mental Health Fair:

HCMHA staffed a resource table at the Mt. Hebron Community Mental Health Fair. This was well attended by the families of the Mt. Hebron community.

1st Quarter Monitoring Site Visit:

The monitoring call went well. The language on one of the COAs was slightly changed and the contract has been revised, signed and returned to BHA.

7. Financial Director's Report:

Expenses through 9/30/17	Expenditure	Comments
Admin Budget	\$80,894	
State General Funds	\$308,380	
Federal Block Grants	\$114,157	
Other Grants	\$347,069	
County Grants	\$75,000	MCT
	\$6,445	HCPD
	\$0	ED Follow Up
	\$9,333	OOHC
Private Insurance Consultant	\$1,881	Carry over from FY17
Access to Services for Cooccurring Physical Health	\$0	To Grassroots to update phone system
Fee for Service	\$24,157,859	FY 17
Fee for Service	3,051,830	1 st Quarter FY18

8. Standing Committee Reports:

a. Executive:

Transition Issues:

There was discussion around payments to Health Department employees when early stages of transition begins November 1, 2017. Rachel will check with BHA on contract issues.

Follow up to meeting: Pending County approval, the remaining funds in the Private Insurance Consultant grant will be used to pay Health Department employees conducting HCMHA work.

Sub-Committee of Transition Team:

The Subcommittee of the Transition Team (Jack, Jim, Di and Ralph) will have a planning meeting before the committee meeting with the ADAAB members and Health Department in order to clarify the tasks and decide what is necessary to fulfill the needs of the consumers in the new LBHA. A conference call will take place next Tuesday, Oct 31 at 10 am to begin this process.

Follow up to meeting: there was a lengthy discussion about the similarities and differences of both Boards, how the integrated Board will look, and future planning meetings.

Open Meetings Act:

A motion was made to appoint Jim Filipczak as the Open Meetings Act advisor for the HCMHA Board. The motion was seconded and unanimously approved.

Close-out of HCMHA:

Liggett-Creel volunteered to work with Caitlin Connors going forward.

b. Budget:

1. Review Administration Expenses for August 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.

c. Health Care Policy and Planning:

There was no meeting in October.

d. Board Development:

Nothing to report.

9: Comments from the Board:

HCMHA committee meetings for November and December will be combined and held on Monday, December 4th beginning at 6:00 p.m.

The transition team will be conducting 5 or 6 community forums to answer questions about the merging of the two agencies.

NAMI will be showing the film “Beyond Silence” at the Education Forum on November 14th.

10: Board adjourned at 8:05 p.m.

Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date