

HOWARD COUNTY MENTAL HEALTH AUTHORITY

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Board Meeting Minutes December 5, 2017

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

BOARD MEMBERS ABSENT: Aziz, Foster, Goodwin, Hull, Spainbey

STAFF MEMBERS PRESENT: Choo Quan, Schaffer

1. GUESTS PRESENT: Debbie Meyer (NAMI-HC), James LeMon (HCPSS)

The meeting started at 5:59 p.m.

2. MOTION: The December 5, 2017 was amended to include an Action Item under Budget Committee: Approve FY17 Audit. A motion was made to approve the agenda as approved. The motion was seconded and unanimously approved.

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

4. ATTENDANCE REVIEW:

The following Board members were excused from the December 5, 2017 Board meeting: Foster, Goodwin and Hull. A motion was made to approve the attendance list. The motion was seconded and unanimously approved.

5. Executive Director's Report:

HCMHA's staff met with Roe and Antigone on November 29, 2017. Each staff gave an overview of the grant she manages. This meeting was arranged so that Roe and Antigone could have a better understanding of what each staff does and what the grant covers.

Our staff met with Shelley, HD Human Resources on November 15th, 2017. The staff were able to learn more about the benefits of a state merit employee and the upcoming interview process.

6. Financial Director's Report:

| Expenses through 9/30/17 | Expenditure | Comments |
|--|--------------------|--------------------------------------|
| Admin Budget | \$98,085 | |
| State General Funds | \$540,467 | |
| Federal Block Grants | \$228,312 | |
| Other Grants | \$525,164 | |
| County Grants | \$210,000 | MCT |
| | \$6,935 | HCPD |
| | \$35,000 | ED Follow Up |
| | \$30,000 | OOOHC |
| Private Insurance Consultant | \$12,256 | 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 |

7. Standing Committee Reports:

a. Executive Committee:

A Behavioral Health Integration Meeting was held on December 5th, 2017. It was agreed that the Homeless ID Grant will not be carried forward in the integration process. The following composition of the new Behavioral Health Board was agreed upon:

- 6 Family Members, 3 representing mental health, 3 representing SUD
- 6 Consumers, 3 members representing mental health, 3 representing SUD
- 2 Professional/Provider/Advocacy, 1 representing mental health and 1 representing SUD

Ex Officio: HCPSS, DSS, DCRS-Aging, HCPD, Judge, States Attorney, Corrections, Public Defender.

Board composition currently has 24 members, half are Family/Consumer and the other half is fulfilling the 50% goal. There was a discussion regarding voting privileges of Ex. Officio Board members. Office of Law/Constituent Services expressed it is a policy question not a legal one. Some categories will be invited but not included as Ex. Officio.

After consulting the County's legal department, the committee decided that the providers on the Board will be allowed to vote. However, if there is a potential conflict of interest, the provider will recuse and excuse themselves.

Filipczak shared the Mission Statement of the future Board. Liu raised concerns regarding the Professional/Provider/Advocacy positions. This concern will be brought up at the next transitional meeting on January 10th, 2018.

b. Budget:

1. Review of HCMHA's Audit

Josh Zimmerman reviewed the draft audit. There were no necessary changes.

Liggett-Creel reviewed the audit with the Board. The summary of results stated there are no necessary changes needed, no material weakness within the organization and no incidents of non-compliance.

2. Review Administration Expenses for October 2017:

Expenditures were reviewed and were within budget.

3. Reviewed Y-T-D admin expenditures:

Expenditures were reviewed and were within budget.

4. Reviewed Y-T-D expenditures for County and State and Federal grants:

Expenditures were reviewed and were within budget.

5. Reviewed Bank Reconciliations:

Bank reconciliations were reviewed and signed by Seybolt

c. Health Care Policy and Planning:

There was no meeting in November/December.

d. Board Development:

Nothing to report.

8: Comments from the Board:

Nothing to report.

9: Board adjourned at 6:45 p.m.

Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date