

CARBON-MONROE-PIKE MH & DS

JOINDER BOARD MINUTES - APRIL 30, 2018 MEETING

A meeting of the Carbon-Monroe-Pike Mental Health and Developmental Services Joinder Board was convened by Commissioner Steven Guccini, President, on this date at 9:40 a.m. in the MH/DS Administrative Conference Room at 724 Phillips Street, Suite 202, Stroudsburg, Pennsylvania and via conference call.

Present were Commissioner Steven Guccini, President; Commissioner Wayne Nothstein, Vice President; Commissioner John Christy, Financial Officer; Commissioners Tom Gerhard, William O'Gurek, John Moyer, Charles Garris, Matthew Osterberg, and Richard Caridi; Attorney Gerard Geiger; Tina Clymer, Administrator; Kathleen Peterson, Fiscal Officer; Jeff Hartzell, HealthChoices Administrator; and Mary Fisher O'Brien, Secretary.

OFFICIAL ACTION OF THE CARBON-MONROE-PIKE MH & DS JOINDER BOARD

MINUTES. Motion by Commissioner Garris and seconded by Commissioner Caridi to accept the minutes of the February 26, 2018 meeting. Commissioners Christy and Osterberg abstained. Motion passed.

Motion by Commissioner Nothstein and seconded by Commissioner Moyer to accept the minutes of the March 5, 2018 meeting. Commissioners O'Gurek and Caridi abstained. Motion passed.

Financial Report for MH, DS, and EI. Motion by Commissioner Caridi, seconded by Commissioner Osterberg, and carried unanimously to approve the unaudited financial statements as of March 31, 2018.

Financial Report for HealthChoices. Motion by Commissioner Gerhard, seconded by Commissioner Christy, and carried unanimously to approve the unaudited financial statement as of March 31, 2018.

Monroe County recently renegotiated checking account fees and moved them to ESSA. The commissioners recommended Ms. Peterson contact Theresa Johnson, the Monroe County Treasurer, for further information. Ms. Peterson will also use this information for comparing bank institutions regarding the Line of Credit account. As with past practices, Ms. Peterson will reach out to banking institutions in the three counties.

Independent Audit Report. Motion by Commissioner Osterberg, seconded by Commissioner Christy, and carried unanimously to approve the June 30, 2017 independent audit report for MH, DS, and EI.

HEALTHCHOICES

General Update. Mr. Hartzell reported that CMP HealthChoices received their rate offer from the Department of Human Services at the end of March. The actuarial and fiscal staff reviewed it and accepted the rate. The new office suite is completed; move-in is expected around the beginning of June after the furniture arrives. The reinvestment plan for Flexible Housing Funds has been approved by the state.

OLD BUSINESS

Administrator's Report. Ms. Clymer reported that the grant application for expanding forensic services was approved. There is no anticipated cost to the counties. The first union negotiation meeting is scheduled for May16.

Motion by Commissioner Osterberg, seconded by Commissioner Caridi, and carried unanimously to accept the Administrator's Report.

Vehicle Disposition. Motion by Commissioner Garris, seconded by Commissioner Osterberg, and carried unanimously to allow Enterprise Fleet Management to sell the Saturn Outlook that is in need of a new transmission at auction.

Carbon MH/DS Community Residential Rehabilitation (CRR). The last resident in the house is expected to move to a new home today. Ms. Clymer will reach out to her list of agencies who might be interested in the residence. Attorney Geiger will confirm accepting a bid if it does not equal, or exceed, the appraisal cost. If it can go out to bid a second time and again not receive the appraisal cost, can it then be disposed of by any means?

Motion by Commissioner Nothstein, seconded by Commissioner O'Gurek, and carried unanimously to acquire an appraisal on the property.

NEW BUSINESS

Approval of FY 2017-18 Contracts and Addenda for MH, DS, and EI. Motion by Commissioner Christy, seconded by Commissioner Moyer, and carried unanimously to approve the FY 2017-18 contracts and addenda for MH, DS and EI listed on Attachment 1.

Approval of Reinvestment Contract for HealthChoices. Motion by Commissioner Christy, seconded by Commissioner Nothstein, and carried unanimously to approve the reinvestment contract for HealthChoices listed on Attachment 2.

Ratification of Personnel Actions. Motion by Commissioner Caridi, seconded by Commissioner Nothstein, and carried unanimously to ratify the personnel actions listed on Attachment 3.

Ratification of MH, DS, EI Paid Bills. Motion by Commissioner Osterberg, seconded by Commissioner Christy, and carried unanimously to ratify payment of bills from February 28, 2018 to April 18, 2018, (Check Nos. 70329 to 70707) amounting to \$2,753,775.46.

Ratification of HealthChoices Paid Bills. Motion by Commissioner Guccini, seconded by Commissioner Moyer, and carried unanimously to ratify payment of bills from February 28, 2018 to April 18, 2018, (Check Nos. 71936 to 71953.) and Electronic Fund Transfers amounting to \$10,125,012.18.

Ratification of Payroll. Motion by Commissioner Garris, seconded by Commissioner Caridi, and carried unanimously to ratify payroll checks from February 23, 2018 to April 20, 2018, amounting to \$913,174.29.

Approval of Provider Agreement for Participation in Pennsylvania's Consolidated, Person/Family Directed Support, and Community Living Waivers between the Office of Developmental Programs (ODP) and CMP MH/DS. Motion by Commissioner Christy, seconded by Commissioner Nothstein, and carried unanimously to approve the agreement for participation in PA's Consolidated, Person/Family Directed Support, and Community Living Waivers between ODP and CMP MH/DS.

County Human Service Plan. Ms. Clymer reported that the Public Hearing to announce and receive public feedback for the FY 2018-19 Human Service Plan is scheduled for May 17, 2018 at 10:00 a.m. at 732 Phillips Street, Stroudsburg, PA. This public hearing is for Carbon and Monroe Counties; Pike County schedules their own public hearing because they submit their plan separately.

Advisory Board Members. Ms. Clymer reported that Lynn Hauth has just resigned from the Advisory Board. Since Julia Carter also resigned recently, this leaves two vacancies for Monroe County members. The commissioners were asked for recommendations. Ms. Clymer suggested Patty Fretz, former Administrator for Monroe County Area Agency on Aging, Fred Beltz, former Deputy DS Administrator at CMP MH/DS, and Norma Swint, former employee at CMP MH/DS as candidates. Commissioner Christy will give Ms. Clymer the name of a parent he knows who has a child with Downs Syndrome. He also suggested Vicki Cobb who is with the Foster Care system. It was also suggested that Ms. Clymer have a direct discussion with the Monroe Commissioners to determine the appointments.

Mental Health Awareness Walk. Ms. Clymer announced that the MH Walk will take place on May 18, 2018, beginning at 10:00 am at New Hope Recovery House on the corner of 8th and Main Streets in Stroudsburg, PA. Currently, Stroudsburg Mayor Tarah Probst, PA Representative Maureen Madden, and PA Senator Mario Scavello are scheduled to speak. Commissioner Moyer will also speak before the kick-off.

Executive Session. Motion by Commissioner Osterberg, seconded by Commissioner Moyer, and carried unanimously to enter into executive session at 10:35 a.m.

Motion by Commissioner Moyer, seconded by Commissioner Caridi, and carried unanimously to return to regular session at 11:12 a.m.

Motion by Commissioner Gerhard, seconded by Commissioner Christy, and carried unanimously to table the executive session discussion until Attorney Geiger has obtained Attorney Heimback's response/recommendation. Attorney Geiger will forward the response to the Joinder Board members electronically. Motion will be revisited at the recessed date.

Other. The Joinder Board Meeting on June 25, 2018 will be held in the Commissioner's Room at 506 Broad Street, Milford, PA.

Recess. Motion by Commissioner Osterberg, seconded by Commissioner Garris, and carried unanimously to recess the meeting at 11:21 a.m. and reconvene at 12:00 p.m. on May 16, 2018 via conference call and at 724 Phillips Street, Stroudsburg, PA.

Reconvene of April 30, 2018 Meeting.

The April 30, 2018 Joinder Board Meeting was reconvened by Commissioner Wayne Nothstein, Vice President, on May 16, 2018 at 12:00 p.m. in the MH/DS Administrative Conference Room at 724 Phillips Street, Suite 202, Stroudsburg, Pennsylvania and via conference call.

Present were Commissioner Wayne Nothstein, Vice President; Commissioner John Christy, Financial Officer; Commissioners Tom Gerhard, John Moyer, Matthew Osterberg, and Richard Caridi; Attorney Gerard Geiger; Tina Clymer, Administrator; Kathleen Peterson, Fiscal Officer; and Mary Fisher O'Brien, Secretary. Absent were Commissioner Charles Garris, William O'Gurek, and Steven Guccini.

Executive Session. Motion by Commissioner Osterberg, seconded by Commissioner Moyer, and carried unanimously to enter into executive session at 12:01 p.m.

Motion by Commissioner Gerhard, seconded by Commissioner Osterberg, and carried unanimously to return to regular session at 12:02 p.m.

Motion by Commissioner Osterberg, seconded by Commissioner Gerhard, and carried unanimously to distribute funds to employees via voluntary sick time buyback as proposed by Ms. Clymer.

Adjournment. Motion by Commissioner Christy, seconded by Commissioner Moyer, and carried unanimously to adjourn the meeting at 12:07 p.m.

Respectfully submitted,



Tina L. Clymer, MS, LPC
Administrator