

**CARBON-MONROE-PIKE MH & DS**

**JOINDER BOARD MINUTES - AUGUST 27, 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 9:34 a.m. in the Commissioners' Room at 2 Hazard Square, Jim Thorpe, PA.

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 Ronald Schmalzle; 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 Nothstein, seconded by Commissioner Gerhard, to accept the minutes of the June 25, 2018 meeting. Commissioner Christy abstained. Motion passed.

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

**Financial Report for HealthChoices**. Motion by Commissioner Moyer, seconded by Commissioner Nothstein, and carried unanimously to approve the unaudited financial statement as of July 31, 2018.

**Financial Institutions' Responses to RFP**. Seven institutions responded to the RFP for banking services. ESSA and Wayne Bank were the two institutions offering the best services and security. Wayne Bank does not offer a fraudulent check module, which was discussed with Wayne Bank as a prerequisite to our banking needs. Having been a victim of a fraudulent check attempt seven years ago, PNC's Positive Pay program protected those funds. ESSA does offer a fraudulent check module.

Motion by Commissioner Garris, seconded by Commissioner Nothstein, to move bank accounts from PNC to ESSA. Commissioner Christy abstained. Motion passed.

HealthChoices has \$1,000,000 of fluid monies from excess capitation funds currently held at Landmark Community Bank. Although PLGIT does not have Act 72 compliance, they have collateralization. Commissioners requested Ms. Peterson research the best advantage for the reserve surplus funds that are currently with Landmark Community Bank. Ms. Peterson is only comfortable with considering PLGIT for these funds. Commissioner Garris recommended considering PLGIT Prime which provides a seven day yield with a high interest rate. Ms. Peterson will begin first with moving accounts from PNC to ESSA. This will not affect PLGIT or Landmark Community Bank.

Commissioners requested that once Ms. Peterson has researched PLGIT regarding the security of funds and their various eligible accounts, that she email them with the collateralization information, the yield, and her account recommendation. The commissioners can discuss and approve via email, if before the next meeting.

**PNC Line of Credit.** Due to approval of removing funds from PNC, a letter will be sent to PNC formally requesting that the \$500,000 line of credit not be renewed, effective 10/23/2018. ESSA provided terms for the same line of credit which Ms. Peterson will secure once accounts are established.

Motion by Commissioner O’Gurek, seconded by Commissioner Christy, and carried unanimously to notify PNC to not renew the line of credit.

Motion by Commissioner Osterberg, seconded by Commissioner Christy, and carried unanimously to establish the same line of credit with ESSA.

**Banking Signature Cards.** Motion by Commissioner Nothstein, seconded by Commissioner Moyer, and carried unanimously to remove Commissioner Caridi from the PNC signature card, and add Commissioner Schmalzle.

## **HEALTHCHOICES**

**General Update.** Mr. Hartzell reported on a Quarterly Monitoring Team Meeting that was held with the state last week. Dawn Hamme, fiscal representative from DHS, was on the call to keep her informed of some of the issues she should watch for as rates are being developed for the coming year. Currently the trend in utilization is up as well as revenue from the capitation. The Norristown restructure and HealthChoices funds will pay for the majority of the locked facility to be created (a Residential Treatment Facility for Adults or RTFA).

Attorney Tabas, Solicitor, is working on a restated amendment with Community Care summarizing the main contract, in addition to some minor changes from DHS over the last six to eight months. This amendment is anticipated to be available for the October meeting.

The HealthChoices Clinical Coordinator position has been filled by Zaadya Martinez who will start in September. This position is expected to improve the quality of services that consumers receive. In addition, a new grievance procedure is rolling out September 1st. DHS, through their agreement with CMS, changed the process for when someone is denied a service. There are rights that members have in HealthChoices. In the past, it was a two-tier process and members could go to an external hearing at any point. The new process will involve only one level of the grievance hearing to be attended by the county, CCBH representatives, and a family member before they can go to the Fair Hearing step. There is a potential for more Fair Hearings with the new process. Trainings on the new process are being completed.

## **OLD BUSINESS**

**Administrator’s Report.** Ms. Clymer discussed with the commissioners the proposal from DHS that competency hearings should be completed by a psychiatrist or psychologist in the community. This

is in response to the lawsuit and the necessity to have competency hearings completed in a timely manner. More details on this proposal is expected in the near future.

The County Assessor's office has the residence in Lansford valued at \$89,000; the Appraiser's value is \$100,000; and the real estate agent's top listing price is \$70,000. The real estate agent is willing to list the house at \$93,750. According to County Code, property cannot be sold for less than fair market value unless sold to a government entity, school district, library, nonprofit, etc. Commissioners requested checking the house regularly to maintain it, and contracting with the real estate agent for three months while pursuing a nonprofit or other such agency to purchase it.

Motion by Commissioner Nothstein, seconded by Commissioner Osterberg, and carried unanimously to contract for three months with the real estate agency at \$93,750.

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

### **NEW BUSINESS**

**Approval of FY 2017-18 Addenda.** Motion by Commissioner O'Gurek, seconded by Commissioner Nothstein, and carried unanimously to approve the FY 2017-18 addenda for MH, DS and EI listed on Attachment 1.

**Approval of FY 2018-19 Addendum.** Motion by Commissioner Nothstein, seconded by Commissioner Gerhard, and carried unanimously to approve the FY 2018-19 addendum for MH, DS and EI listed on Attachment 2.

**Approval to Rescind Reinvestment Addendum.** Motion by Commissioner O'Gurek, seconded by Commissioner Christy, and carried unanimously to rescind the reinvestment addendum from the June 25, 2018 meeting for HealthChoices listed on Attachment 3.

**Approval of Reinvestment Addendum.** Motion by Commissioner O'Gurek, seconded by Commissioner Gerhard, and carried unanimously to approve the reinvestment addendum for HealthChoices listed on Attachment 4.

**Ratification of Personnel Actions.** Motion by Commissioner Moyer, seconded by Commissioner Nothstein, and carried unanimously to ratify the personnel actions listed on Attachment 5.

**Ratification of MH, DS, EI Paid Bills.** Motion by Commissioner Osterberg, seconded by Commissioner O'Gurek, and carried unanimously to ratify payment of bills from June 20, 2018 to August 15, 2018, (Check Nos. 71032 to 71478) amounting to \$1,997,173.35.

**Ratification of HealthChoices Paid Bills.** Motion by Commissioner O'Gurek, seconded by Commissioner Gerhard, and carried unanimously to ratify payment of bills from June 15, 2018 to August 15, 2018, (Check Nos. 71971 to 71990.) and Electronic Fund Transfers amounting to \$10,218,095.70.

**Ratification of Payroll.** Motion by Commissioner Moyer, seconded by Commissioner Christy, and carried unanimously to ratify payroll checks from June 29, 2018 to August 10, 2018, amounting to \$898,407.99.

**Poverty Simulations.** The County Human Service Planning Team has scheduled a Poverty Simulation in each county for the commissioners, other elected officials, staff from human service agencies, and additional community members will be invited to attend. Location suggestions: Monroe – NCC, Library, Carbon – Lehighton Recreation Center; and Pike – Training Center in Blooming Grove.

**Executive Session.** Motion by Commissioner Osterberg, seconded by Commissioner Schmalzle, and carried unanimously to enter into executive session at 11:09 a.m.

Motion by Commissioner Christy, seconded by Commissioner Osterberg, and carried unanimously to return to regular session at 11:41 a.m.

**Ratification of Bargaining Unit Contract.** Motion by Commissioner Gerhard, seconded by Commissioner Christy, and carried unanimously to ratify the bargaining unit contract for the period September 1, 2018 through August 31, 2021.

**Management and Supervisory Staff Benefits.** Motion by Commissioner Nothstein, seconded by Commissioner Christy, and carried unanimously that the benefits package for management and supervisory staff should parallel that of the bargaining unit members.

**Adjournment.** Motion by Commissioner Osterberg, seconded by Commissioner Nothstein, and carried unanimously to adjourn the meeting at 11:43 a.m.

Respectfully submitted,



Tina L. Clymer, MS, LPC  
Administrator