

CARBON-MONROE-PIKE MH & DS**JOINDER BOARD MINUTES - OCTOBER 22, 2018 MEETING**

A meeting of the Carbon-Monroe-Pike Mental Health and Developmental Services Joinder Board was convened by Commissioner John Christy, Financial Officer, on this date at 9:37 a.m. in the MH/DS Administrative Conference Room at 724 Phillips Street, Stroudsburg, Pennsylvania and via conference call.

Present were 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. Absent was Commissioner Steven Guccini, President

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

MINUTES. Motion by Commissioner Osterberg, seconded by Commissioner Garris, and carried unanimously to accept the minutes of the August 27, 2018 meeting.

Financial Report for MH, DS, and EI. Motion by Commissioner Garris, seconded by Commissioner Osterberg, and carried unanimously to approve the unaudited financial statements as of September 30, 2018.

Financial Report for HealthChoices. Motion by Commissioner Nothstein, seconded by Commissioner Moyer, and carried unanimously to approve the unaudited financial statement as of September 30, 2018.

PLGIT Resolution. Motion by Commissioner Moyer, seconded by Commissioner Schmalzle, and carried unanimously to accept the resolution with Pennsylvania Local Government Investment Trust (PLGIT).

ESSA Signature Card and Line of Credit Documents. To establish the new bank accounts, two representatives from ESSA will be gathering required personal information from each of the commissioners in attendance after the Joinder Board Meeting. In addition, the board must approve a resolution to enter into the Line of Credit which Attorney Geiger has reviewed and accepted. The policy and procedure for the line of credit instructs that before a draw is taken, the Administrator will obtain authorization from the Chair of the Board, or two designees from each county, prior to exercising the use of the line of credit. Once authorization is given, the Chair of each County will then be notified that the line of credit will be exercised.

Motion by Commissioner Nothstein, seconded by Commissioner Osterberg, and carried unanimously to accept the ESSA signature card requirements and to ratify the resolution for the line of credit from ESSA for \$500,000 pending the terms permitting the calendar year to start when the drawdown begins.

HEALTHCHOICES

General Update. Mr. Hartzell reported that data is showing a trend in increased utilization of more expensive services, primarily inpatient psychiatric hospitalization and residential treatment for individuals with a substance use disorder (SUD). The FY 2018-19 budget is looking to be very tight due to this trend. Very little, if any, funds are expected to be left over for reinvesting after this fiscal year. There is a small amount of reinvestment funds left over from FY 2016-17. These funds will be combined with our anticipated (small) amount of reinvestment funds from FY 2017-2018 to renew the supported independent living program for an additional three years. This plan provides for rental assistance for the youth who live there.

For the board's approval, a new reinvestment plan using FY 2016-2017 funds is being submitted. Michael Usino from Resources for Human Development informed us about Virtual Mobile Crisis, a model from St. Louis, Missouri that provides iPads to police officers. This allows them to connect a person having a mental health crisis to a crisis employee via secure video that meets HIPAA regulations. In Missouri, it has reduced the amount of police officers' time and emergency department visits. This program will begin with two police departments (most likely with at least one in Monroe County). The Department of Human Services (DHS) was very interested in this reinvestment plan model and is asking to be kept informed on the outcomes, as they would like to see it expanded if successful. CMP HealthChoices Quality and Clinical staff will be working with RHD to insure that proper data is collected and reported to the DHS.

OLD BUSINESS

Administrator's Report. Ms. Clymer gave an update on the Systems of Care grant process. Project Transition was chosen, and additional funds were awarded by the state for more funds in line with expenses. Project Transition will be viewing the residence in Lansford to consider for the Community Residential Rehabilitation (CRR).

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

NEW BUSINESS

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

Approval of FY 2018-19 Contracts. Motion by Commissioner Osterberg, seconded by Commissioner Garris, and carried unanimously to approve the FY 2018-19 contracts for MH, DS and EI listed on Attachment 2.

Approval of Reinvestment Contract. Motion by Commissioner Gerhard, seconded by Commissioner Osterberg, and carried unanimously to approve the reinvestment contract for HealthChoices listed on Attachment 3.

Ratification of Personnel Actions. Motion by Commissioner O’Gurek, seconded by Commissioner Moyer, and carried unanimously to ratify the personnel actions listed on Attachment 4.

Ratification of MH, DS, EI Paid Bills. Motion by Commissioner Osterberg, seconded by Commissioner Nothstein, and carried unanimously to ratify payment of bills from August 22, 2018 to October 10, 2018, (Check Nos. 71479 to 71786) amounting to \$2,379,129.24.

Ratification of HealthChoices Paid Bills. Motion by Commissioner Gerhard, seconded by Commissioner O’Gurek, and carried unanimously to ratify payment of bills from August 1, 2018 to October 10, 2018, (Check Nos. 71991 to 71997. Reinvestment Check No. 2122.) and Electronic Fund Transfers amounting to \$11,932,543.31.

Ratification of Payroll. Motion by Commissioner Schmalzle, seconded by Commissioner Nothstein, and carried unanimously to ratify payroll checks from August 24, 2018 to October 5, 2018, amounting to \$774,646.02.

Approval of Alternative Dispute Resolution (ADR) Panel Membership. Motion by Commissioner Nothstein, seconded by Commissioner Gerhard, and carried unanimously to accept the Alternative Dispute Resolution Panel actions listed on Attachment 5.

Lease for Carbon County Office. The draft lease received from the new landlords needs the square footage corrected; the length of lease changed from ten years to five; the exit clause should allow us to buy out of the lease if the premises is no longer usable; and if the property is damaged or taken away by eminent domain, we should have the option to terminate the lease. Attorney Geiger will request corrections and changes. Commissioners recommended paying current rent; although, our regulations do not permit us to pay without a lease.

Motion by Commissioner Moyer, seconded by Commissioner Garris, and carried unanimously to table to approval of the Carbon Office lease pending corrections.

Administrator’s Performance Review. Ms. Clymer’s annual performance review will be conducted during Executive Session at the December 10, 2018, Joinder Board Meeting. Commissioners will receive the performance review documents in advance to discuss within their respective counties prior to the meeting.

Adjournment. Motion by Commissioner Christy, seconded by Commissioner Osterberg, and carried unanimously to adjourn the meeting at 11:12 a.m.

Respectfully submitted,


Tina L. Clymer, MS, LPC
Administrator

