

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

**JOINDER BOARD MINUTES - DECEMBER 10, 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 9:42 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 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, and carried unanimously to accept the minutes of the October 22, 2018 meeting. Commissioner Guccini abstained.

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

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

**FY 2017-18 HealthChoices Audit.** Motion by Commissioner Gerhard, seconded by Commissioner Christy, and carried unanimously to approve the FY 2017-18 HealthChoices audit.

**FY 2017-18 Annual Income and Expenditure Report.** Motion by Commissioner Nothstein, seconded by Commissioner Schmalzle, and carried unanimously to approve the FY 2017-18 annual income and expenditure report with supplemental schedules for MH, DS, and EI.

**Approval to Close Landmark Community Bank Accounts.** Motion by Commissioner Nothstein, seconded by Commissioner O’Gurek, and carried unanimously to close accounts at Landmark Community Bank and transfer funds to PLIGT.

**Review of Allocation Letters.** Motion by Commissioner Nothstein, seconded by Commissioner Osterberg, and carried unanimously to table this discussion to the February 25, 2019 meeting.

**HEALTHCHOICES**

**General Update.** Mr. Hartzell reported that HealthChoices is in the middle of the rate setting process with the state. CMP HealthChoices has submitted their first-level encounter data. Rates are expected to be finalized in March 2019 since this is a non-negotiating year. Preparations have begun for the

triennial review of the Program Evaluation Performance Summary (PEPS) to ensure the program is running according to program standards. This year's review is heavily focused on Community Care and new grievance process. Materials are being gathered to support the Carve Out since a State Representative is introducing legislation to merge physical health care and behavioral health care into one program. The legislation is reporting that this will save costs; however, HealthChoices has data to show that the program has saved costs over the years. HealthChoices was created to provide a safety net for our most vulnerable population, and has greatly expanded services and improved social determinates of health throughout the counties. Ms. Clymer and Mr. Hartzell discussed how services would be eliminated or significantly reduced if the Carve Out is eliminated. When available, materials and information will be provided to the commissioners to support the Carve Out. Mr. Hartzell reviewed membership numbers and funds for Carbon, Monroe, and Pike Counties that he had previously emailed to the commissioners.

## **OLD BUSINESS**

**Administrator's Report.** Commissioners discussed the development of pre-trial services and how it would serve their counties. As part of diversionary services, Stroud Area Regional Police will be piloting a program that will allow them quick access via iPad to a crisis worker who can work with a person in crisis immediately.

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

**Approval to Award Forensic Community Residential Rehabilitation (CRR) and Supported Independent Living (SIL) Grants.** Motion by Commissioner Osterberg, seconded by Commissioner Gerhard, and carried unanimously to award the CRR and SIL grants to Project Transition. Project Transition was chosen through a request for proposal process.

**Approval to Sell Lansford Property.** Sale of this property provides unrestricted funds for CMP MH/DS. The property has no change of use and; therefore, does not need to be rezoned. Attorneys will handle the sale since no contract was entered into with a realtor.

Motion by Commissioner Garris, seconded by Commissioner Gerhard, and carried unanimously to sell the property in Lansford to the provider for the appraisal value of \$93,750.

## **NEW BUSINESS**

**Approval of FY 2018-19 Contracts and Addenda for MH, DS, EI.** Motion by Commissioner Nothstein, seconded by Commissioner Moyer, and carried unanimously to approve the FY 2018-19 contracts and addenda for MH, DS and EI listed on Attachment 1.

**Approval of Reinvestment Addendum for HealthChoices.** Motion by Commissioner Christy, seconded by Commissioner Moyer, and carried unanimously to approve the reinvestment addendum for HealthChoices listed on Attachment 2.

**Ratification of Personnel Actions.** Motion by Commissioner O'Gurek, 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 Nothstein, seconded by Commissioner Gerhard, and carried unanimously to ratify payment of bills from October 17, 2018 to November 28, 2018, (Check Nos. 71787 to 72031) amounting to \$1,649,151.03.

**Ratification of HealthChoices Paid Bills.** Motion by Commissioner Moyer, seconded by Commissioner Schmalzle, and carried unanimously to ratify payment of bills from October 10, 2018 to November 28, 2018, (Check Nos. 71998 to 72005.) and Electronic Fund Transfers amounting to \$12,668,971.01.

**Ratification of Payroll.** Motion by Commissioner Christy, seconded by Commissioner Osterberg, and carried unanimously to ratify payroll checks from October 19, 2018 to November 30, 2018, amounting to \$799,886.20.

**Approval of Lease for 428 South 7<sup>th</sup> Street, Suite 2, Lehighton.** Motion by Commissioner Gerhard, seconded by Commissioner Christy, and carried unanimously to approve the lease for 428 South 7<sup>th</sup> Street, Suite 2, Lehighton, PA.

**Security Protocols for Building Evacuations.** Due to numerous emergency evacuations recently to the Monroe County offices, Ms. Clymer requested that better communication be established with our agency. Many times notification of evacuation was received randomly and by different people outside our agency. In addition, CMP MH/DS buildings were never searched before staff was informed they could return. Commissioner Christy reported that Monroe County is working on improving their methods of announcement and communication.

Children and Youth programs in Monroe and Pike Counties are expected to begin the Solo Protect program at the beginning of 2019.

**MH/DS County Meetings with Commissioners.** Dates for 2019 will be scheduled for C-M-P MH/DS to meet with the Commissioners in their respective counties (Carbon in March; Monroe in February; and Pike in April).

**Election of Officers.** Motion by Commissioner Moyer, seconded by Commissioner O’Gurek, and carried unanimously to appoint Commissioner Nothstein to the position of President.

Motion by Commissioner Garris, seconded by Commissioner Moyer, and carried unanimously to appoint Commissioner Christy to the position of Vice President.

Motion by Commissioner Guccini, seconded by Commissioner Moyer, and carried unanimously to appoint Commissioner Osterberg to the position of Financial Officer.

**Meeting Dates for 2019.** Motion by Commissioner Osterberg, seconded by Commissioner Christy, and carried unanimously to accept the proposed 2019 meeting dates.

**Administrator’s Performance Review.** As discussed at the October Joinder Board Meeting, the Commissioners will finalize Ms. Clymer’s performance review during Executive Session.

**Executive Session.** Motion by Commissioner Nothstein, seconded by Commissioner Osterberg, and carried unanimously to enter into executive session at 11:20 a.m.

Motion by Commissioner Osterberg, seconded by Commissioner O’Gurek, and carried unanimously to return to regular session at 11:25 a.m.

**Other.** Commissioners agreed to have the provider presentations continue prior to the meetings.

**Adjournment.** Motion by Commissioner Nothstein, seconded by Commissioner Christy, and carried unanimously to adjourn the meeting at 11:27 a.m.

Respectfully submitted,

Tina L. Clymer, MS, LPC  
Administrator