

CARBON-MONROE-PIKE MH & DS**JOINDER BOARD MINUTES - DECEMBER 9, 2019 MEETING**

A meeting of the Carbon-Monroe-Pike Mental Health and Developmental Services Joinder Board was convened by Commissioner Wayne Nothstein, President, on this date at 9:37 a.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, President; Commissioner John Christy, Vice President; Commissioner Matthew Osterberg, Financial Officer; Commissioners Tom Gerhard, William O’Gurek, John Moyer, Charles Garris, Ronald Schmalzle and Steven Guccini; Attorney Gerard Geiger; Tina Clymer, Administrator; Kathleen Peterson, Fiscal Officer; Jeff Hartzell, HealthChoices’ Administrator; and Mary Fisher O’Brien, Secretary. Visitor: Commissioner-Elect Sharon Laverdure.

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

MINUTES. Motion by Commissioner Moyer and seconded by Commissioner Gerhard to accept the minutes of the October 28, 2019 meeting. Commissioner Christy abstained. Motion passed.

Financial Report for MH, DS, and EI. Motion by Commissioner Garris, seconded by Commissioner O’Gurek, and carried unanimously to approve the unaudited financial statements as of October 31, 2019.

Financial Report for HealthChoices. Motion by Commissioner O’Gurek, seconded by Commissioner Moyer, and carried unanimously to approve the unaudited financial statement as of October 31, 2019.

FY 2018-19 Rebudget for MH, DS, and EI. Motion by Commissioner Garris, seconded by Commissioner Christy, and carried unanimously to approve the FY 2018-19 rebudget for MH, DS, and EI.

HEALTHCHOICES

General Update. The change from fiscal year to calendar year is moving along. Rate setting process is in motion. Decision to be announced this week regarding the Outpatient Mental Health Request for Information that was sent in conjunction with Community Care to replace the clinic in Tobyhanna to provide support and services for the area. Five responses were received. Plans are to select one provider for the clinic and a second provider for a school-based clinic for the Pocono Mountain School District. In addition, there are plans to work with another group to create a different private option where the provider would not have to become a licensed clinic. All selected candidates are expected to sustain their business long term.

On January 1, 2020, the state is changing Wrap Around Services BHRS to Intensive Behavioral Health Services (IBHS). Providers have a year to convert their services to the new format. There are some regulation changes such as better supervision. Rate changes have not yet been made. One of our providers, Behavioral Health Associates in Carbon County, has announced that they are not pursuing the new license. None of their consumers need these services and are being transitioned to outpatient services.

At last week's state conference, the state highlighted CMP HealthChoices' successful iPad reinvestment plan with Resources for Human Development (RHD) and the State Police. Carbon County police departments have embraced it more than others. Communications with St. Luke's are to involve their emergency room and crisis services when they build their new facility. CMP Drug and Alcohol is also looking to use the same iPads.

FY 2018-19 HealthChoices Audit. Motion by Commissioner Christy, seconded by Commissioner Garris, and carried unanimously to approve the FY 2018-19 HealthChoices audit.

Increase to HealthChoices Risk and Contingency. Currently there is \$3.2M in risk and contingency; monies that have accumulated over the years exclusively from HealthChoices. To help fund the capitation payment delay that will occur every year (April, May, June) starting in 2020, an increase to risk and contingency for a total of \$4,688,413 was requested. These funds are from prior year's uncommitted excess earnings. The maximum threshold that the state allows is the equivalent of 45 days of prior year medical spend (\$6.4M for CMP).

Because the Risk and Contingency fund will not cover the full capitation delay, Ms. Peterson and Mr. Hartzell will be meeting with East Stroudsburg Savings Association to explore lines of credit for HealthChoices. CMP plans to manage the line of credit internally, rather than Community Care.

Motion by Commissioner Christy, seconded by Commissioner Moyer, and carried unanimously to approve the increase of \$1,471,713 to the Risk and Contingency Fund.

FYE 2020, 2021, and 2022 Contract for HealthChoices Auditing Services. Due to the state's change from fiscal year to calendar year starting 1/1/2020, the auditors have adjusted their contract accordingly by adding two additional quarters. Their engagement now ends 12/31/2020, 12/13/2021, and 12/31/2022. Their additional fees are \$12,500. In year one, they have requested an 18-month engagement for \$58,500, and will honor the 12-month rate of \$46,000 that the board previously approved.

Motion by Commissioner Moyer, seconded by Commissioner Christy, and carried unanimously to retain The Binkley Kanavy Group, CPA, for the 18-month engagement ending 12/31/2020 for the HealthChoices auditing services.

Conflict of Interest Policy. Attorney Tabas assisted in developing the Conflict of Interest Form that the Department of Human Services required for HealthChoices.

Motion by Commissioner Christy, seconded by Commissioner Garris, and carried unanimously to approve the conflict of interest policy.

Amendment #15 to Agreement between the Joinder Board and Department of Human Services (DHS). This amendment will complete the change from fiscal year to calendar year. Once the amendment is finalized by the state and received, a special Joinder Board Meeting may be scheduled to approve, sign and return the agreement in a timely manner.

OLD BUSINESS

Administrator's Report. Department of Human Services approved the FY 2019-20 County Human Service Plan. SwiftMD continues to be a good telemedicine service that staff uses; Ms. Clymer reviewed usage statistics. ACLU forensic funding that was delayed since May was received. With the funds, the staff expansion positions are moving forward; the Warm Line may be reinstated; and the two Drop-in Centers may be restored.

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

Eastside Residence. This Community Residential Rehabilitation in Leighton was closed. Resources for Human Development (RHD) is considering using the residence as a central location for their Crisis and Targeted Case Management mobile staff. A Memorandum of Understanding (MOU) for the fiscal year will be developed. CMP MH/DS owns the property and will be responsible for maintaining the physical structure. RHD will be responsible for the utilities.

NEW BUSINESS

Ratification of Personnel Actions. Motion by Commissioner Christy, seconded by Commissioner Schmalzle, and carried unanimously to ratify the personnel actions listed on Attachment 1.

Ratification of MH, DS, EI Paid Bills. Motion by Commissioner Osterberg, seconded by Commissioner Christy, and carried unanimously to ratify payment of bills from October 31, 2019 to November 20, 2019, (Check Nos. 74633 to 74814) amounting to \$1,898,991.76.

Ratification of HealthChoices Paid Bills. Motion by Commissioner Garris, seconded by Commissioner Christy, and carried unanimously to ratify payment of bills from October 31, 2019 to November 20, 2019, (Check Nos. 81053 to 81057.) and Electronic Fund Transfers amounting to \$8,164,174.25.

Ratification of Payroll. Motion by Commissioner Moyer, seconded by Commissioner Christy, and carried unanimously to ratify payroll checks from November 1, 2019 to November 29, 2019, amounting to \$631,973.90.

MH/DS County Meetings with Commissioners. Dates for 2020 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 Christy, seconded by Commissioner Garris, and carried unanimously to carryover the same officers into 2020: Commissioner Nothstein, President; Commissioner Christy, Vice President; and Commissioner Osterberg, Financial Officer.

Meeting Dates for 2020. Motion by Commissioner Christy, seconded by Commissioner Osterberg, and carried unanimously to accept the proposed 2020 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 Osterberg, seconded by Commissioner Christy, and carried unanimously to enter into executive session at 10:40 a.m.

Motion by Commissioner Moyer, seconded by Commissioner Christy, and carried unanimously to return to regular session at 11:08 a.m.

Adjournment. Motion by Commissioner Christy, seconded by Commissioner Moyer, and carried unanimously to adjourn the meeting at 11:09 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'T. Clymer', written in black ink.

Tina L. Clymer, MS, LPC
Administrator