

CARBON-MONROE-PIKE MH & DS**JOINDER BOARD MINUTES - FEBRUARY 24, 2020 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 9:30 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; John Christy, Vice President; Commissioners Rocky Ahner, Chris Lukasevich, Sharon Laverdure, John Moyer, 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. Absent was Commissioner Matthew Osterberg, Financial Officer.

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

MINUTES. Motion by Commissioner Guccini, seconded by Commissioner Schmalzle, and carried unanimously to accept the minutes of the December 9, 2019 meeting.

Financial Report for MH, DS, and EI. Motion by Commissioner Laverdure, seconded by Commissioner Christy, and carried unanimously to approve the unaudited financial statements as of January 31, 2020.

Financial Report for HealthChoices. Motion by Commissioner Christy, seconded by Commissioner Laverdure, and carried unanimously to approve the unaudited financial statement as of January 31, 2020.

FY 2018-19 Annual Income and Expenditure Report. Ms. Peterson reviewed the annual income and expenditure report. As requested, the report will be emailed to the board members following the meeting.

Motion by Commissioner Schmalzle, seconded by Commissioner Laverdure, and carried unanimously to approve the FY 2018-19 annual income and expenditure report with supplemental schedules for MH, DS, and EI.

Bank Signature Cards. Ms. Fisher O'Brien will be acquiring signatures from the new commissioners for the banking disclosure statements, signature cards, and customer client form as required by ESSA. New cards must be signed when there is a new commissioner and when the officers change each year.

In addition, CMP MH/DS serves as a provider through Medical Assistance and must recredential every five years to be a provider of service. The President, Vice President, Financial Officer, and Administrator's social security number, date of birth, and address will be used to complete the

provider enrollment recertification application. Ms. Fisher O'Brien will distribute and collect the completed documentation.

HEALTHCHOICES

General Update. Mr. Hartzell reported that FY 2019-20 is another tight year financially with medical loss anticipated again. Rate negotiations with the state will begin soon for determining the rates for July 1 through December 31, 2020. Mr. Hartzell hopes that the documented heavy use of inpatient psychiatric services and Drug and Alcohol residential treatment will help increase rates.

Stand-alone psychiatric facilities with more than 15 beds that are not housed in a medical hospital are referred to by the federal government as Institutes for Mental Disease. Recently they have come under scrutiny because the federal government has informed all states that they will not pay for individuals who have a stay in one of these facilities for greater than 15 days in a month. If they cross over that 15th day and longer, federal funds will be withdrawn, including for any other behavioral health services, that were given to that individual during the course of the entire month. When the federal funds are withdrawn, the state becomes responsible for paying 100 percent of that individual's medical services. The state can apply for a waiver from the federal government, which happened for Residential Drug and Alcohol Treatment Facilities when they were previously part of this initiative. Reports showing monthly utilization of these Institutes for Mental Disease are provided to the Commonwealth. Fortunately, the federal portion being lost is no greater than \$25,000, so CMP is not as affected as other parts of the state.

HealthChoices is transitioning from Wrap Around Services/Behavioral Health Rehabilitative Services (BHRS) to Intensive Behavioral Health Services (IBHS). These services are for children from birth through age 21. Examples of these services are TSS, Mobile Therapy, and Behavioral Specialist. Providers are moving quickly to get their service descriptions approved by the state. Claims will be paid through the end of this fiscal year. However, as of January 1, 2021, no BHRS claims will be paid. This initiative is expected to increase access to care, but there is a limited number of employees in this line of work. Providers struggle with getting the staff they need to meet the needs of the community, but we do not see any significant problems. The largest challenge will be for the level of care called Community Residential Rehabilitation (CRR) Host Home, a therapeutic model similar to foster care, which has always been paid for as a BHRS exception. Meetings with the Commonwealth are ongoing to work through these challenges.

CMP's Clinical Director, Zaadya Martinez, has returned from maternity leave. She is currently working 20 hours per week, anticipated to return to full time at the end of March.

Previously several providers responded to the Request for Information for Outpatient Mental Health. The IU20 has been working with the Pocono Mountain Area School District providing school-based outpatient. However, the school district has requested to slow the process. The other provider who is doing the outpatient clinic is struggling with finding a location. If this provider cannot find a location, Diversified Treatment Alternatives, who was the second choice, will be contacted.

During last year's program evaluation, the state requested the corrective action of addressing conflict of interest more directly. Attorney Tabas assisted in the development of the Conflict of

Interest policy and affidavit. Therefore, anyone who helps make decisions for, or contracts with, CMP HealthChoices is required to sign the Conflict of Interest form. Ms. Fisher O'Brien will distribute and collect the signed forms from the board members.

ESSA Line of Credit. As a follow up from the discussion at the December Joinder Board Meeting, Ms. Peterson met with East Stroudsburg Savings Association (ESSA) in January to establish a Line of Credit to fund the three-month capitation delay for April, May, and June 2020. ESSA provided a term letter, which Attorney Geiger reviewed and approved.

Ms. Peterson explained that the plan to fund our capitation delay is by using the \$1,000,000 PLGIT account down to \$10,000; Risk and Contingency Funds, and the \$3,000,000-\$5,000,000 buffer in the HealthChoices bank account. That leaves unfunded medical claims of approximately \$4,835,000. ESSA will extend to the Joinder Board a \$6,000,000 Line of Credit. Ms. Peterson anticipates using the Line of Credit short-term, 60 or 90-days, and as the last account to be drawn from to minimize the interest payable. Currently the interest is 4.75 percent. Commissioner Christy suggested using the Line of Credit first and paying it back first for cleaner accounting purposes. Mr. Hartzell cautioned that, although the state has assured it will reimburse expenses incurred, they might not provide all funds to cover the full cost. The capitation delay is expected to be reimbursed to the counties with three payments during July 2020. If there is a budget impasse, the state is mandated through their agreement with the federal government to provide capitation payments.

Ms. Peterson reviewed ESSA's term sheet. The proposed interest payment on \$6,000,000 for 60 days is projected to be \$46,000.

Motion by Commissioner Christy, seconded by Commissioner Ahner, and carried unanimously to open the \$6,000,000 Line of Credit with ESSA and to permit Ms. Peterson to negotiate no origination fee or not greater than \$500; to negotiate reducing the interest rate if possible; and to contact other banking institutions if ESSA will not negotiate satisfactorily. The Bank Counsel and Search and Report fees were approved as proposed.

Ratification of Contract Amendment #15 to Agreement between the Joinder Board and Department of Human Services (DHS). This amendment extends the contract period to the end of the calendar year as well as updating the Program Standard and Requirements. Attorney Tabas has reviewed and approved the amendment.

Motion by Commissioner Guccini, seconded by Commissioner Schmalzle, and carried unanimously to approve amendment # 15 to the agreement between the Joinder Board and the Department of Human Services.

OLD BUSINESS

Administrator's Report. Ms. Clymer detailed her Administrator's Report. As a response, she reported that a Complex Case Subcommittee is being established to report to the state on the financial effects of the budget on community-based services, including the ability of getting children into and then out of residential treatment facilities.

The Green Light Campaign will run during the month of May. Communities will be asked to use green light bulbs to promote Mental Health Awareness. The commissioners will discuss and inform Ms. Clymer how this can be done in each of their respective counties. Lightbulbs may be purchased through the System of Care Grant.

CMP MH/DS was contacted by the Office of Mental Health and Substance Abuse Services (OMHSAS) to participate in a First Episode Psychosis program, an evidence-based practice where a team consisting of a case manager, vocational specialist, nurse, and doctor works with high-risk consumers. The theory is if services are put in place after a person's first psychotic episode, typically between their late teens through their early 20s, that there will be much less disruption later in their life. Ms. Clymer believes that the agency can meet the qualification of having 20 people in the program after the second year. The commissioners stated their support of participating in this program.

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

NEW BUSINESS

Approval of FY 2019-20 Contract and Addenda. Motion by Commissioner Moyer, seconded by Commissioner Guccini, and carried unanimously to approve the FY 2019-20 contract for MH, DS and EI listed on Attachment 1.

Ratification of Personnel Actions. Motion by Commissioner Guccini, seconded by Commissioner Schmalzle, and carried unanimously to ratify the personnel actions listed on Attachment 2.

Ratification of MH, DS, EI Paid Bills. Motion by Commissioner Moyer and seconded by Commissioner Guccini to ratify payment of bills from December 4, 2019 to February 6, 2020, (Check Nos. 74815 to 75209) amounting to \$2,649,119.96. Commissioner Nothstein abstained. Motion passed.

Ratification of HealthChoices Paid Bills. Motion by Commissioner Lukasevich, seconded by Commissioner Moyer, and carried unanimously to ratify payment of bills from December 12, 2019 to February 12, 2020, (Check Nos. 81058 to 81074) and Electronic Fund Transfers amounting to \$14,793,290.98.

Ratification of Payroll. Motion by Commissioner Guccini, seconded by Commissioner Laverdure, and carried unanimously to ratify payroll checks from December 13, 2019 to February 7, 2020, amounting to \$1,076,727.87.

Alternative Dispute Resolution Panel Membership. Ms. Clymer reminded the board that there is a vacancy on the panel for a Carbon County member, created when Terry Purcell's employment changed. Candidates are recommended to have a human resources background and cannot have any affiliation with CMP MH/DS. Meetings are quarterly and available via conference call. Ms. Clymer asked the commissioners to recommend a candidate.

Annual Newsletter. A copy of the annual newsletter was given to each commissioner.

Executive Session. Motion by Commissioner Laverdure, seconded by Commissioner Schmalzle, and carried unanimously to enter into executive session at 10:48 a.m.

Motion by Commissioner Moyer, seconded by Commissioner Christy, and carried unanimously to return to regular session at 10:57 a.m.

Adjournment. Motion by Commissioner Laverdure, seconded by Commissioner Ahner, and carried unanimously to adjourn the meeting at 11:15 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tina L. Clymer".

Tina L. Clymer, MS, LPC
Administrator

