

**CARBON-MONROE-PIKE MH & DS****JOINDER BOARD MINUTES - JUNE 22, 2020 MEETING**

A meeting of the Carbon-Monroe-Pike Mental Health and Developmental Services Joinder Board was convened by Commissioner John Christy, Vice President, on this date at 9:34 a.m. via virtual meeting (GoToMeeting).

Present were Commissioner John Christy, Vice President; Commissioner Matthew Osterberg, Financial Officer; 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 Wayne Nothstein.

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

**MINUTES.** Motion by Commissioner Osterberg, seconded by Commissioner Moyer, and carried unanimously to accept the minutes of the April 27, 2020 meeting.

**Financial Report for MH, DS, and EI.** Motion by Commissioner Ahner, seconded by Commissioner Lukasevich, and carried unanimously to approve the unaudited financial statements as of April 30, 2020.

**Financial Report for HealthChoices.** Motion by Commissioner Lukasevich, seconded by Commissioner Laverdure, and carried unanimously to approve the unaudited financial statement as of April 30, 2020.

**18-Month 2019-20 Rebudget for HealthChoices.** Ms. Peterson reported that there are two new characteristics with this rebudget. The operating year was extended six months to align with the PA Department of Human Services' change from fiscal year to calendar year in 2020. Rates increased \$4.61 per member per month through December 31, 2020.

Commissioner Christy requested that Ms. Peterson show the financial reports on-screen during virtual meetings.

Motion by Commissioner Ahner, seconded by Commissioner Moyer, and carried unanimously to approve the 18-month rebudget for HealthChoices.

**FY 2019-20 Budget Status for MH, DS, and EI.** Ms. Peterson reported an update that there is an outstanding rebudget request of \$87,000 to the Office of Child Development and Early Learning, and may be followed by a second request. Once final budget numbers are available, the FY 2019-20 operating budget will be presented for approval.

**FY 2020-21 Operating Budget for MH, DS, and EI.** The FY 2020-21 state budget has only been approved for five months. Therefore, Ms. Peterson presented two operating budget options, a five-month budget and a 12-month budget, for the Joinder Board to consider and approve.

Motion by Commissioner Osterberg, seconded by Commissioner Guccini, and carried unanimously to approve the 12-month operating budget for FY 2020-21.

**Independent Audit Report.** Motion by Commissioner Guccini, seconded by Commissioner Ahner, and carried unanimously to approve the June 30, 2019 independent audit report for MH, DS, and EI.

**ESSA \$500K Line of Credit Maturity Date.** C-M-P MH/DS has had an existing \$500,000 line of credit with ESSA with a maturity date of March 22, 2021 that has never been used. When HealthChoices established a line of credit last month with ESSA, the bank adjusted the maturity date of MH/DS' line of credit to August 22, 2021, the same maturity date as HealthChoices' line of credit.

Motion by Commissioner Osterberg, seconded by Commissioner Laverdure, and carried unanimously to approve the extension of the maturity date for MH/DS' line of credit to August 22, 2021.

## **HEALTHCHOICES**

**General Update.** Mr. Hartzell reported that HealthChoices continues to ensure that the provider network is capable and able to meet the members' needs throughout the pandemic. The weekly call with providers continues where they review concerns, needs, and planning the return to their offices. The Department of Human Services (DHS) has instructed HealthChoices to continue Alternative Payment Arrangements (APA) for all providers through September 30, 2020. Cash flow through June will remain problematic with the catch-up payments expected to begin in July. Since Medical Assistance is the payment of last resort, the reconciliation process and guidelines are being worked out with providers; ensuring the providers have enough funding, including reimbursement through the CARES Act funds; and that payroll is being reviewed and that their workforce did not suffer during the pandemic. Telehealth is permitted to continue to until the end of July. DHS surveyed the managed care organizations to gain the members' perspective on the use of telemedicine. No-show rates during the use of telehealth has been very low.

Mr. Hartzell has begun working on the Performance Evaluation Process (PEP). This year will focus on the consumer satisfaction teams. This is an independent team that discusses member experiences throughout the year with regard to their behavioral health services.

We are in the third year of value-based purchasing arrangements. There are unique challenges this year due to the pandemic. Staff is doing a good job trying to collaborate with DHS. By March 2021, the state has included a new section that adds social determinates of health. This may put a burden on the grassroots, community-based organizations (CBOs) who may not have electronic capability to collect and process the required data.

The membership has remained flat during the pandemic. The state placed moratoriums on removing people from Medical Assistance during the crisis and extended the timeframe until the end of July. The anticipation is that there will be a drop-off (40,000+) during the annual renewal period for medical since people could not reach the County Assistance Office to renew. There is hope that the members have enough notice and time to renew their eligibility. Over time, it is anticipated that the membership will increase since people have lost their jobs and will be unable to return to work.

Capitation payments for April, May and June are to be received by the end of July. Bank accounts will be replenished in the order they were depleted, with the line of credit being the priority.

**ESSA Line of Credit Update.** Ms. Peterson reported that June 16, 2020 was the first draw on the Line of Credit for \$3,554,000. The next bridge payment from the PA Department of Human Services is expected on June 29, 2020 of \$1,000,000, leaving \$1,345,000 available on the \$6,000,000 line of credit. Ms. Peterson anticipates that if the bridge payments to the providers continues in similar amounts, it will be necessary to request an increase on the line of credit to \$10,000,000. Unplanned Alternative Payment Arrangements (APA) of \$6,000,000 over the last two months is driving the cash flow and is complicated by the two-month delay of capitation revenue.

Motion by Commissioner Guccini, seconded by Commissioner Osterberg, and carried unanimously to increase the line of credit from \$6,000,000 to \$10,000,000.

**ESSA Counsel Fees.** In February, the board approved negotiating the closing fee for the line of credit with ESSA according to the terms letter, which stated \$375 for counsel fees plus a \$100 report fee. After almost a month that it took to close on the line of credit, an invoice was received for \$3,500 for bank counsel fees. Ms. Peterson has been contesting this fee since the end of May, which included asking to renegotiate down to 50%; asking to speak to the Regional President; and informing the Commercial Loan Manager that we would not agree to any payment until we had direction and approval from the Joinder Board. Mr. Hartzell reported that HealthChoices' Solicitor, Attorney Lawrence Tabas who was involved in the transaction, stated that, although it is customary for the lender (ESSA) to charge a portion of their legal fees to the borrower (CMP HealthChoices), this particular process was unnecessarily lengthy with erroneous documentation. Attorney Tabas was unaware that these fees would be the result, and ESSA never indicated that our fees would be anything other than what was stated on the term letter that was signed March 2, 2020: Bank Counsel Fee \$375 and Report Fee \$100. Attorney Geiger stated that ESSA should honor their commitment to us as per the term letter. Ms. Peterson reviewed the line items on the invoice.

Motion by Commissioner Osterberg, seconded by Commissioner Ahner, and carried unanimously to pay \$475 and include a copy of the term letter stating on the remittance that this is our payment in full.

**"Right of First Opportunity"**. Mr. Hartzell received the invitation letter from the Deputy Secretary of the Office of Mental Health and Substance Abuse Services (OMHSAS) to continue operating the HealthChoices program as we have the last 13 years. The invitation is to contract again with the state for another five years with an opportunity to extend an additional three years starting January 1, 2020. The contract will arrive later for approval and signatures.

Motion by Commissioner Ahner, seconded by Commissioner Laverdure, and carried unanimously to accept the "Right of First Opportunity" to manage the behavioral HealthChoices program as extended by OMHSAS.

**Contract with Community Care to Match Upcoming DHS Agreement.** In the first contract with Community Care, CMP HealthChoices went through a bidding process to acquire them as a partner. Over the thirteen years, they have proven to be a valuable partner who is easy to work with and very responsive to our requests and needs. Mr. Hartzell highly recommends we continue our contract with Community Care.

Motion by Commissioner Guccini, seconded by Commissioner Osterberg, and carried unanimously to proceed to contract with Community Care to match the time frames of the upcoming PA Department of Human Services agreement with the Joinder Board without procurement.

**Amendment 1 to Agreement between the Joinder Board and Community Care.** The Joinder Board previously approved Amendment #15 to the contract between the Joinder Board and the PA Department of Human Services effective January 1, 2020. Amendment 1 updates the contract with Community Care to reflect the same changes and requires Community Care to operate the same as HealthChoices.

Motion by Commissioner Laverdure, seconded by Commission Moyer, and carried unanimously to approve Amendment 1 to the second amended and restated agreement between the Joinder Board and Community Care.

### **OLD BUSINESS**

**Administrator's Report.** Ms. Clymer reported that the Early Invention budget deficit is less this year, possibly due to the pandemic. In addition, human services administrators from across the state are having discussions with the new administration at The Office of Child Development and Early Learning to emphasize the importance of Early Invention Services since it is an entitlement program. They are hoping these discussions will result in more advocacy to the Governor's Office to help improve the serious budget deficits that Early Invention experiences every year.

Commissioner Moyer reminded Ms. Clymer that there is possible funding available for unanticipated costs such as Personal Protective Equipment, technology needs for office staff to be able to work at home, etc. due to the pandemic.

Motion by Commissioner Osterberg, seconded by Commissioner Moyer, 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 Schmalzle, and carried unanimously to approve the FY 2019-20 contract and addenda for MH, DS, and EI listed on Attachment 1.

**Approval of FY 2020-21 Contracts.** Motion by Commissioner Laverdure, seconded by Commissioner Ahner, and carried unanimously to approve the 12-month contracts for FY 2020-21 for MH, DS, and EI listed on Attachment 2.

**Ratification of Personnel Actions.** Motion by Commissioner Laverdure, seconded by Commissioner Ahner, and carried unanimously to ratify the personnel actions listed on Attachment 3.

**Ratification of MH, DS, EI Paid Bills.** Motion by Commissioner Osterberg, seconded by Commissioner Schmalzle, and carried unanimously to ratify payment of bills from April 21, 2020 to June 3, 2020, (Check Nos. 075501 to 075550 and ACH Nos. E00043 to E00181) amounting to \$1,434,169.96.

**Ratification of HealthChoices Paid Bills.** Motion by Commissioner Moyer, seconded by Commissioner Osterberg, and carried unanimously to ratify payment of bills from April 17, 2020 to June 15, 2020, (ACH Nos. E00769-E00793) amounting to \$19,722,175.34.

**Ratification of Payroll.** Motion by Commissioner Ahner, seconded by Commissioner Lukasevich, and carried unanimously to ratify payroll checks from May 1, 2020 to June 12, 2020, amounting to \$871,327.21.

**County Human Service Plan.** Motion by Commissioner Laverdure, seconded by Commissioner Lukasevich, and carried unanimously to approve C-M-P MH/DS' FY 2020-21 County Human Service Plan.

**Adjournment.** Motion by Commissioner Osterberg, seconded by Commissioner Moyer, and carried unanimously to adjourn the meeting at 11:03 a.m.

Respectfully submitted,



Tina L. Clymer, MS, LPC  
Administrator

