



## Office on Mental Health

Core Service Agency of Harford County, Inc.

### Board of Directors Meeting January 20, 2022 Minutes

\*Due to the COVID 19 pandemic, the January 20, 2022, Board of Directors meeting was conducted virtually using Zoom\*

#### **Board Members Present**

Jennilyn Landbeck, Kevin Bianca, Christina Alton, Marcy Austin, Jeff Burger, Heather Connellee, Aurora Kahoe (Proxy for Councilman Chad Shrodes), Amy Snyder, Jennifer Redding, Steve Richards, Diane Shields, Tara Lathrop

#### **Board Members Absent/Excused**

Christina Alton

#### **Staff**

Jessica Kraus, Leah Keenan, Jamie Miller, Stacy Seymore

#### **Guest Speakers-**

Dan Harrington, Olena Bilonog, & Frances MacEwan from Grandizio, Wilkins, Little & Matthews, LLP

#### **I. Call to Order/Introductions**

Meeting was called to order by Board President Jennilyn Landbeck @ 4:30PM. Jennilyn began the meeting by introducing herself and welcoming Board Members and guest speakers. She asked members to introduce themselves and take turns sharing their entertainment recommendations. Majority of members recommended a current TV series or movie. Some members still have small children and animals that require all their free time! Steve noted he is currently watching the National Football League's playoffs each week. Jennilyn thanked everyone for participating in her activity.

#### **II. Review/Acceptance of November 18, 2021, Board Minutes**

Board Members reviewed the November 18, 2021, minutes. Kevin Bianca made a motion to approve the minutes as written. Jeffrey Burger second the motion and Board members approved the minutes. The vote was unanimous.

#### **III. President's Report**

Jennilyn discussed how beneficial it is to normalize the need for therapy. She emphasized how everyone should encourage people seek help and change how we talk about mental health. It is so important to be mindful about choosing language and to be accepting of individuals who are in need of assistance.

**IV. Independent Auditors' Report**  
**(Dan Harrington, Olena Bilonog, & Frances MacEwan from Grandizio, Wilkins, Little & Matthews, LLP)**

Dan introduced himself and his team to board members and announced no significant issues or unusual activity were found. He highlighted their company is very experienced conducting these types of audits and has worked with OMH/CSA for several years. Frances presented the FY 21 financial statements and single audit reports. She also reiterated there were no major concerns or outstanding items. She asked if she could answer any questions for board members, there were no follow up questions. Jess stated it was a pleasure working with their team and thanked them for all their hard work.

The presenters signed off and the board took a vote to approve the draft so it could be finalized. Jeffrey Burger made a motion to approve the FY 21 financial statements and single audit drafts as presented. Diane Shields second the motion. The vote was unanimous.

**V. Maryland Employment Network & Benefits Counseling Network**  
**(Stacy Seymore, Director Statewide Employment Network)**

Stacy introduced herself and shared a power point presentation on Maryland's Employment Network (MD-EN) and Maryland's Benefits Counseling Network (MD-BCN). MD-EN is a statewide administrative and traditional employment network, approved by the Social Security Administration and created under the Behavioral Health Administration, to support employment efforts for providers and individuals served in the Public Behavioral Health System. The mission is to reduce barriers which impede employment and assist Marylanders with disabilities to reach their full potential. Their goal is to reduce stigma and increase independence and self-sufficiency by providing high quality employment and benefits counseling services. MD-EN and MD-BCN provide trainings and technical assistance to providers, Local Behavioral Health Authorities, Behavioral Health Administration, and other Maryland Department of Health agencies. The program has case managers assigned to five state hospitals to help eliminate barriers to discharges. Stacy ended her presentation with some highlights and happenings so far this year. She disseminated her contact information and website address to board members, which list trainings that are available to the public.

**VI. Executive Director's Report**  
Due to time constraints of the meeting, Jess disseminated her updates via email with the following information.

**Annual Plan (Budget Review/Volunteers Needed)**

We plan to present our FY 2023 annual plan goals at the next Board meeting, March 17<sup>th</sup>. Additionally, we will be present our proposed FY 2023 administrative budget. Both of these items will require Board approval before submission to the Behavioral Health Administration (BHA). In preparation of this, we need to convene a Budget Review Committee to meet with Leah and myself prior to the meeting. Leah and I will utilize this time to present a draft FY 2023 budget to the committee to ask questions, address concerns, and to offer feedback. We need

at least two Board members to volunteer to participate on this committee. The commitment should be no more than 60 minutes of your time, and the meeting would be held virtually. Please send me an email if you would like to volunteer.

### **Permanent Supportive Housing (PSH) update/Housing Coordinator**

At an earlier Board meeting, I mentioned our agency took on new programs to support the state hospital discharge initiative. One of these programs, PSH, will assess and assist individuals living in general level Residential Rehabilitation Programs (RRP) to step down into a less restrictive PSH settings. This program serves all of Maryland. We asked BHA if we could utilize grant funds to hire a Housing Coordinator dedicated to this program, and they agreed. I am excited to share we hired Laura Bullock to fulfill this role. Laura started with us on Monday, January 10<sup>th</sup>, and she is off to a great start!

### **Harford Crisis Response Director**

I wanted to let the Board know our Crisis Response Director, Sarah Quinn, has tendered her resignation. Sarah's last day will be Thursday, January 27<sup>th</sup>. Sarah has accomplished so much in the last 18 months. As a new program for the agency to operate, Sarah was able to build Harford Crisis Response into what it is today. Harford Crisis Response has grown in size, programs, and community presence (while in a pandemic). Sarah will be missed! We are actively working to fill this role and will have an update at the March board meeting.

### **Urgent Care Peer Expansion Grant**

The Behavioral Health Administration awarded our agency funding in response to a proposal submitted for urgent care peer expansion. Funding begins this fiscal year and is renewable every year thru June 2025 pending performance measures are met and funding is renewed at the federal level.

## **VII. Finance Report**

Leah disseminated the FY 2022 budget year-to-date (YTD) expenditures and projections to Board Members. There were no follow up questions from board members.

## **VIII. Upcoming Events & Announcements**

The Mental Health Addictions Advisory Council meeting will be held on January 25<sup>th</sup>.

## **IX. Adjournment**

The Board of Directors meeting adjourned at approximately 5:29PM. The next Board Meeting is scheduled for March 17<sup>th</sup> @ 4:30PM.