



Office on Mental Health

Core Service Agency of Harford County, Inc.

Board of Directors Meeting January 12, 2023 Minutes

Board Members Present

Christina Alton, Heather Connellee, Kevin Bianca, Jeffrey Burger, Tara Lathrop, Jennifer Redding, Jacob D. Bennett, Diane Shields, Lynn Winkler (pending approval)

Board Members Absent/Excused

Amy Snyder, Marcy Austin, Naomi Fabricant, Jennilyn Landbeck

Staff

Jessica Kraus, Jamie Miller, Leah Keenan

I. Call to Order/Introductions

Meeting was called to order by Board President Christina Alton @ 4:31PM.

II. Review/Acceptance of November 17, 2022 Board Minutes

Board Members reviewed the November 17, 2022 minutes. Kevin made a motion to approve the minutes as written. Tara seconded the motion, and Board members approved the minutes. The vote was unanimous.

III. President's Report

Christina started the meeting with an activator activity. She asked all the Board members to introduce themselves and to share what their intentions were for the New Year. Members took turns sharing their personal and professional goals for the year. Christina then recited a quote by Jon Meacham, "American history is shaped when just enough of us do the right thing for long enough." She stated she shared this quote because it really relates to the work everyone is doing. She reminded everyone it is especially important to care enough to make change and do the right thing, especially for direct care workers. These choices can be lifelong, momentarily, or just long enough to make a positive impact on someone's life.

IV. Deputy Director's Report

Jamie announced there were no responses to the school based mental health Request for Proposals (RFP) that were posted to obtain a second provider in Harford County Public Schools. Angela and Christina are working on creative ways to secure additional providers to provide support for students. Jamie stated she is participating in a statewide meeting with the Behavioral Health Administration (BHA) and other Local Behavioral Health Authorities to develop standardized guidelines and follow up protocols for providers requiring Performance Improvement Plans (PIP), as a result from Administrative Services Organization (ASO) audits. The permanent supportive housing program has 24 participants enrolled, and 12 of those participants have secured independent housing. Shawn is preparing for the annual Crisis Intervention Team (CIT) training, which will be held the week of January 23rd and he already has 18 participants signed up to attend. There has been a lot of progress in prepping for the Ripken event this May. The location has been secured, kid activities have been booked, sponsorship materials have gone out, website page is being finalized, and planning committees have been meeting. Just a reminder if you would like to volunteer for the Ripken event, please let Jamie know and she will add you to her contact list.

V. Executive Director's Report

FY 2024-FY 2026 Strategic Plan

Jess distributed the FY 2024-FY 2026 strategic plan in Power Point format to Board members. Jess presented each slide and gave time for questions or concerns from any members. Kevin made a motion to approve the strategic plan as written. Heather seconded the motion, and Board members approved the FY 2024-FY 2026 strategic plan. The vote was unanimous. Jess announced BHA has scheduled to meet and review the plan on February 24, 2023.

FY 2024 Proposed Budget

Leah presented the proposed budget for FY 2024. She announced the OMH/CSA lost funding from Opioid Operational Command Center (OCCC) and received a reduction in federal funds to operate Ashley's Adolescent Clubhouse. She also announced there was a reduction to the rent line item in the budget because it is being split with the Harford Crisis Response program, since the youth team is now operating out of the Conowingo site. Kevin made a motion to approve proposed FY 2024 budget as written. Tara seconded the motion, and Board members approved the FY 2024 budget. The vote was unanimous.

Residential Rehabilitation Program (RRP) Provider Agency Deployed Staff

Jess announced the OMH/CSA put out a RFP for Reducing Structural Deficits for Inpatient/Community Care: A State Psychiatric Hospital Discharge Initiative Residential Rehabilitation Program (RRP) Deployed Staff. The deadline for submission is 1/13/23, and Jess will send out an email asking for volunteers to serve on the review committee.

Rollover Request

Jess reported she received confirmation the rollover request submitted has been approved. The OMH/CSA will utilize rollover funding for items such as the required cyber audit and security updates, Mental Health awareness campaign, legal services, upgrading equipment for OMH/CSA and Maryland Employment Network, professional development, marketing materials, and upgrading the hotline's cloud system.

VI. Finance Report

FY 2023 Budget YTD update

Leah disseminated the FY 2023 budget year-to-date (YTD) expenditures and reviewed projections to Board members. There were no questions from any board members on the line items presented.

VII. Upcoming Events & Announcements

Mental Health and Addictions Advisory Council- January 31st

VIII. Adjournment

The Board of Directors meeting adjourned at approximately 5:30PM. The next Board Meeting is scheduled for March 16th @ 4:30PM via ZOOM.