



Office on Mental Health

Core Service Agency of Harford County, Inc.

Board of Directors Meeting

March 16, 2023

Minutes

Board Members Present

Christina Alton, Amy Snyder, Marcy Austin, Kevin Bianca, Jennilyn Landbeck, Tara Lathrop, Diane Shields, Heather Cantos (proxy for Councilman Jacob Bennett), Lynn Winkler (pending approval)

Board Members Absent/Excused

Heather Connellee, Jeffrey Burger, Naomi Fabricant, Jennifer Redding

Staff

Jessica Kraus, Jamie Miller, Leah Keenan

Guest

Dan Harrington, Olena Bilonog (from Grandizio, Wilkins, Little, & Matthews, LLP)

I. Call to Order/Introductions

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

II. Review/Acceptance of January 12, 2023 Board Minutes

Board Members reviewed the January 12, 2023 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 asked all Board members to start the meeting off with introductions and to share what they look forward to as spring approaches. Members took turns sharing their interests, such as gardening, golf, and running. Some members shared they have vacations planned and family coming to visit over spring break. While some individuals state their mood improves in the spring, Christina reminded folks that research shows suicide data spikes in the spring, and you should be mindful to notice people around you. Make a difference by motivating and checking in with others who may be struggling. Spring is a time to go above and beyond to be kind, friendly and generous.

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

Jess introduced Dan and Olena from Grandizio, Wilkins, Little & Matthews, LLP. Dan presented the independent audit report they conducted to Board members. The report showed there were no significant findings in the financial statements or single audit report. Dan reviewed and explained the balance sheet, he made note of any increases or decreases in various categories and assets. There were no additional questions from Board members. Kevin made a motion to approve the audit report as written. Diane seconded the motion, and Board members were all in favor of approving the audit.

V. Deputy Director's Report

Jamie gave an update on the Your Mind Matters event being held on May 19th, which currently has 423 registered participants. The volunteer committee is currently working on breaking down shifts for each activity and creating a sign-up link. If any Board members are interested in

volunteering, please reach out to Jamie. The agency is currently looking to hire an SSI/SSDI Outreach, Access and Recovery (SOAR) Specialist to assist individuals in obtaining benefits when transitioning from state hospitals back to community living. Shawn, the Crisis Intervention Team (CIT) coordinator, has applied to do provide a Question, Persuade, and Refer (QPR) training at the annual international CIT conference this year in August. Jamie also announced she is waiting on Sheppard Pratt to update their budget in order to execute the contract for the Reducing Structural Deficits for Inpatient/Community Care: A State Psychiatric Hospital Discharge Initiative - Residential Rehabilitation Provider (RRP) Deployed Staff program.

VI. Executive Director's Report

FY 2024-FY 2026 Strategic Plan update

Jess disseminated the approval letter from Behavioral Health Administration (BHA), which highlighted changes and recommendations from the review committee. Jess has submitted the proposed changes and will provide Board members with a final copy of the strategic plan.

Mobile Crisis Team (MCT)/ Crisis Stabilization Draft Regulations

The proposed draft regulations for crisis services can be found at:

<https://www.harfordcountymd.gov/1339/Community-Relations#:~:text=To%20seek%20an%20answer%20to,%2C%20computer%2C%20or%20mobile%20device.> The timeline for crisis services to become reimbursable is currently slated for July 1st, 2023. However, there are a lot of pushbacks from providers in meeting this deadline. The OMH/CSA will need to become accredited and obtain appropriate behavioral health licensure to meet the proposed regulations. Shawnta is prepping and preparing the program for a successful transition. The Local Behavioral Health Authorities are working on submitting a unified response regarding the proposed regulations.

Crisis Hotline Funding

Jess is in the process of securing funding for Harford County's crisis hotline (1-800-NEXT-STEP). Currently, it is being funded by the Health Department through the State Opioid Response (SOR) grant and Harford County's Department of Community Services. The Department of Community Services awards this funding to Upper Chesapeake which then funnels the funding to the OMH/CSA. Because of the change in County administration, it is unclear if the crisis funding will continue. Jess stated she spoke with the County and was told the hotline funding was recommended in the upcoming budget. However, the budget still needed to be approved by the County Executive and County Council. Jess was told to expect a response by May 2023. Jess also inquired about having the crisis hotline funding come directly to OMH/CSA rather than Upper Chesapeake due to funding delays, as well as historical knowledge of the funding. It was recommended the budget be approved before this process begins. Jess indicated she would need to have an offline conversation with Jen about this, should the budget with crisis hotline funding be approved. Due to the change of County administration and the uncertainty of crisis hotline funding, Jess requested supplemental funding from the Behavioral Health Administration.

VII. Finance Report

FY 2023 YTD Budget Update

Jess 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.

FY 2024 Budget Amendment Request

Jess announced after further review of FY 2024 budget there are enough funds to increase the approved (in January) COLA from 2% to 4% for this upcoming fiscal year. Jess asked if any members were opposed to this change. No members responded opposed, and there was an all-in favor response for the change.

FY 2023 Budget Modification Discussion

Jess stated every year the agency budgets for medical benefits for all employees. This year it is projected this line item will be underspent due to employees not electing the agency's medical benefits. There was discussion around how to spend the unused funds. Since all Board members

were not present, it was agreed, Jess would send a follow up email with all the details so each Board member could voice their opinions.

VIII. Upcoming Events & Announcements

Mental Health and Addictions Advisory Council- March 28th

Your Mind Matters: A Family Wellness Night- May 19th

IX. Adjournment

The Board of Directors meeting adjourned at approximately 5:24PM. The next Board Meeting is scheduled for May 18th @ 4:30PM and will be held in person.