

**EXECUTIVE COMMITTEE MEETING
SHARWELL BUILDING
NOVEMBER 17, 2021**

ATTENDANCE:

Commissioner Richard Mirabito - President; Commissioner Jeffrey Snyder – Vice President; Commissioner Scott Metzger – Treasurer; and Commissioner Tony Mussare were in attendance.

Staff: Keith Wagner – Executive Director/MH-ID Administrator; Matt Salvatori - CYS Administrator; Jon Tallman – HR Director; Jacque Miller – HealthChoices Director; Cathy Bennett – Administrative Assistant; Charles Greevy III. and Jon DeWald - Joinder Solicitors.

Guests: Shea Madden – West Branch Drug and Alcohol Commission; Leslee Rundio, Aimee Tsikitas, and Laura Gardner - Community Services Group; and Pat Crossley – Williamsport Sun Gazette.

CALL TO ORDER:

The meeting was Called To Order at 9:05 a.m. by Commissioner Mirabito, Joinder Board President. Zoom/call in was available for today’s meeting and all guests were in attendance via this option.

It was noted that a meeting of the Joinder Board’s Lycoming Children and Youth Services Standing Committee was not scheduled for this month at 8:30 a.m. as there were no pressing agenda items that needed to be addressed.

Coffee and donuts were provided for this meeting and a receipt was submitted to the fiscal department.

MINUTES OF PREVIOUS MEETING:

Commissioner Snyder Moved and Commissioner Metzger Seconded a Motion to:

“Approve the minutes from the October 20, 2021 Joinder Board meeting as presented by staff.”

The Motion passed unanimously.

BUDGET STATUS REPORTS:

FY 2021-2022 Mental Health (MH), Intellectual Disability (ID), and Early Intervention (EI) Budgets - Mr. Wagner noted that this month’s report covers 25% of the fiscal year and reflects current budget numbers as the budgets for FY 21-22 were approved by the Board at last month’s meeting. He noted that we now receive funding from the State at the end of the quarter, rather than the beginning, and this results in it appearing that we are overbudget in some areas. Once claims are submitted and funding is received, the budgets will level out. He noted that so far this year 20 staff have resigned or retired from the Joinder and we currently have at least 4 positions posted to be filled. The Commissioners from both Counties noted that there has also been more turnover in their staff positions, in particular, an extremely high turnover at the Clinton County prison.

HealthChoices: Calendar Year 2021 – Mr. Wagner noted that the budget report for **HealthChoices** through September reflects 75% of the year as this program operates on a calendar year. He added that revenue is running at 78% with claims around 73%.

CONTRACTS AND AGREEMENTS:

Joinder: Administrative Amendment Agreement

Mr. Wagner presented Amendment #2 to the HealthChoices Behavioral Health Agreement between the Department of Human Services (DHS) and the Joinder Board to be effective 1/1/22. He noted that the Joinder has a signed Agreement with DHS for the period 1/1/21 to 12/31/25 to manage the behavioral health services for Lycoming and Clinton Counties and this Amendment reflects some language and content changes to that document. He added that the Amendment document had been reviewed by our HealthChoices solicitor, Lawrence Tabas, and that his summary document which recommends this Amendment be approved had been previously emailed to the Commissioners for their review. Commissioner Metzger Moved and Commissioner Snyder Seconded a Motion to:

“Approve Amendment #2 to the HealthChoices Behavioral Health Agreement between the Department of Human Services and the Lycoming-Clinton Joinder Board to be effective January 1, 2022.”

The Motion passed unanimously.

Mental Health Services: FY 21-22 Renewal Agreements

Mr. Wagner presented six (6) renewal Agreements for mental health services. He noted that the renewal Agreement with Community Services Group (CSG) for Residential Services reflected a decrease of \$260,000 due to the closing of a group home and the Agreement for EPC/Boarding Home Residential Services reflected an increase of \$129,000 to address needed increases for staff salaries for individuals working in these group homes. He added that the Agreements with CSG for the Clubhouse and for Community Employment/Employment Related Services had previously been combined for a total of \$70,100 and this year had been broken out into separate Agreements in the amounts of \$65,000 and \$5,100. Commissioner Mussare Moved and Commissioner Snyder Seconded a Motion to:

*“Approve the following renewal Purchase of Service Agreements with the **Lycoming-Clinton Mental Health/Intellectual Disability Program** for mental health services for the period 7/1/21 to 6/30/22:*

- ***Clinton County Community Connections for Haven Social Rehabilitation Services in the amount of \$97,620;***
- ***Community Services Group for Residential Services in the amount of \$1,496,066;***
- ***Community Services Group for EPC/Boarding Home Residential Services in the amount of \$359,594.10;***

- **Community Services Group for Psychiatric Rehabilitation Services (Clubhouse) and Social Rehabilitation Services in the amount of \$65,000**
- **Community Services Group for Community Employment and Employment Related Services in the amount of \$5,100;**
- **Community Services Group for outpatient mental health services in the amount of \$20,000.”**

The Motion passed unanimously.

Intellectual Disability Services: FY 21-22 Renewal Agreements

Mr. Wagner presented eleven (11) renewal Agreements for intellectual disability services. He noted that some of Agreements for this year reflect a decrease or increase based on the actual amount of funding that was used by the provider this past fiscal year. The Joinder’s contract provides base funding for services for eligible individuals who do not have Waiver or other insurance coverage. Commissioner Snyder Moved and Commissioner Metzger Seconded a Motion to:

*“Approve the following renewal Purchase of Service Agreements with the **Lycoming-Clinton Mental Health/Intellectual Disability Program** for intellectual disability services for the period 7/1/21 to 6/30/22:*

- **ADF Inc., d/b/a Interim HealthCare for Companion; In-Home Community supports; LPN and Respite Services in the amount of \$25,000;**
- **Bayada Home Health Care, Inc. for Respite Services for consumers living at home in the amount of \$22,254.90;**
- **Clinton County Community Connections for Community Habilitation and Transportation Services in the amount of \$18,298.80;**
- **Community Services Group for Home and Community Habilitation and Companion Services in the amount of \$6,723;**
- **Hope Enterprises, Inc. for Home and Community Habilitation; Supported Employment; Transitional Work Services; Companion Services; Transportation Services in the amount of \$41,818.96;**
- **Living Unlimited, Inc. for Supported Employment Services in the amount of \$11,076;**
- **Michelle K. Long for the provision of Hearing ASL Interpreter Services in the amount of \$4,000;**

- *J. T. Mummert Consulting for Behavioral Support and Communication Specialist Services in the amount of \$5,000;*
- *Pediatric Services of America, d/b/a Aveanna Healthcare for Home and Community Habilitation and Companion Services in the amount of \$23,838.88;*
- *Heather Schmerman for the provision of Certified Deaf Interpreter Services in the amount of \$4,000;*
- *United Cerebral Palsy of Central PA, d/b/a UCP Central PA for In Home Community Supports; Companion Services; Family Aide; Monthly Admin. Fee Per Client in the amount of \$84,593.60.”*

The Motion passed unanimously.

Early Intervention Services: FY 21-22 Renewal Agreements

Mr. Wagner presented six (6) renewal Agreements with early intervention service providers for renewal. He noted that early intervention services are provided to eligible children birth to 3 years old and consist of services such as special instruction, hearing services, and speech therapy. He noted that three of these Agreements were renewed at the same amount as last year and three reflected an increase based on last year’s usage. Commissioner Snyder Moved and Commissioner Metzger Seconded a Motion to:

“Approve the following renewal Purchase of Service Agreements with the Lycoming-Clinton MH/ID Program for early intervention services for the period 7/1/21 to 6/30/22:

- *Rebecca Baumunk for Special Instruction Services in the amount of \$25,000;*
- *Patricia Carroll for Special Instruction (Home/Community) in the amount of \$27,000;*
- *Michele Jackson for Speech Therapy Services in the amount of 7,000;*
- *Just Words Therapy I for Special Instruction (Home/Community) in the amount of \$50,000;*
- *Marilyn O’Neill for Hearing Services in the amount of \$7,200;*
- *Play and Learn Speech, LLC for Speech Therapy Services in the amount of \$24,300.”*

The Motion passed unanimously.

REVISIONS TO JOINDER’S PERSONNEL POLICIES – SECTION 11.1 – HOLIDAYS:

Mr. Wagner noted that following last month’s meeting, a discussion had occurred in Executive Session pertaining to the consideration of adding three (3) additional holidays for Joinder employees.

At that time, there was a consensus among the group to add Veterans Day and Martin Luther King Day, with a variety of holidays being discussed as the third option. Mr. Wagner added that he felt it was important that we recognize and acknowledge the population we serve in making our decision. Following a brief discussion, it was agreed that the third holiday should be Christmas Eve. Commissioner Snyder Moved and Commissioner Metzger Seconded a Motion that:

“Effective January 1, 2022, Section 11.1 – Holidays of the Joinder’s Personnel Policies will be revised to include three additional holidays: Martin Luther King Day; Veteran’s Day, and Christmas Eve.”

The Motion passed unanimously.

OTHER BUSINESS/NEXT MEETING:

Mr. Salvatori noted that we are moving along in the RFP process to lease the former Shelter facility as a residential treatment facility for youth and that Ken George had been out to look at the facility. He asked if the Commissioners could provide him with a recommended lease amount for this facility and they indicated they would provide him with this information.

It was suggested that consideration be given to inviting staff from Clinton County Children and Youth to attend the CYS Standing Committee meeting as a way of sharing information and exchanging ideas.

Commissioner Mirabito asked if there was any further business from anyone in attendance. With none noted, he noted that an Executive Session would be held following the conclusion of this meeting and that no further action would be taken following this discussion.

It was noted that the next meeting of the Lycoming-Clinton Joinder Board is scheduled to be held on Wednesday, December 15, 2021 at 1:00 p.m. in the lower level meeting room of the Sharwell Building. A meeting of the Lycoming Children and Youth Standing Committee has also been scheduled to begin just prior to this meeting at 12:30 p.m. Zoom conferencing or call in will continue to be offered for attendance of these meetings.

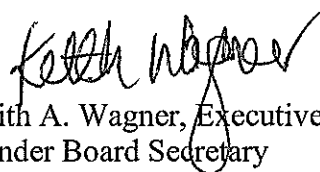
MEETING ADJOURNED:

With nothing further presented, the meeting was adjourned at 9:40 a.m.

EXECUTIVE SESSION:

An Executive Session was held following the conclusion of the Executive Committee meeting to discuss a variety of personnel and other matters.

Respectfully Submitted,



Keith A. Wagner, Executive Director
Joinder Board Secretary