

**EXECUTIVE COMMITTEE MEETING
SHARWELL BUILDING – 1:00 P.M.
JUNE 15, 2022**

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; Kathy Lynn – County ID Director; Jacque Miller – HealthChoices Director; Vanessa Shellman – HealthChoices Clinical Manager; Emma Thompson – Joinder Compliance Officer; Cathy Bennett – Administrative Assistant; Jon DeWald and Charles Greevy, III. - Joinder Solicitors.

Guests: Pat Crossley – Williamsport Sun Gazette.

CALL TO ORDER

A meeting of the Executive Committee of the Lycoming-Clinton Joinder Board was Called To Order at 1:00 p.m. by Commissioner Mirabito, Joinder Board President. He noted that Commissioner Snyder would not be able to attend the entire meeting as he had to leave shortly to attend another meeting. He suggested that we move the Administrative Entity Overview presentation to the end of the agenda so that the items requiring action could be completed prior to his departure.

MINUTES OF PREVIOUS MEETING

Commissioner Snyder Moved and Commissioner Metzger Seconded a Motion to:

“Approve the minutes from the May 18, 2022 Executive Committee meeting as presented by staff.”

The Motion passed unanimously.

BUDGET UPDATES

Mr. Wagner noted that since allocation letters for FY 2022-2023 have not yet been received from the State, he was asking the Board for their approval to send notification letters to applicable providers that the Joinder would continue funding services at last year’s rate until final allocations were received and new contracts could be put into place. He added that we have sent this letter to providers in past years. Commissioner Mussare Moved and Commissioner Snyder Seconded a Motion to:

“Notify mental health, intellectual disability and early intervention service providers that the Lycoming-Clinton MH/ID Program would continue funding their programs/services at the FY 2021-2022 level until FY 2022-2023 allocations are received from the State and new contracts are developed.”

The Motion passed unanimously.

CONTRACTS AND AGREEMENTS

Joinder: Sublease Agreement

As the Board is aware, Mr. Wagner noted that the Joinder is in the process of contracting with the Center For Community Resources (CCR) to provide 24/7 mental health crisis services for Lycoming and Clinton Counties. We currently have a Sublease Agreement in place with them for the rental of office space at our Lock Haven Satellite Office to provide services for the Clinton County area. Due to ongoing issues for CCR in securing a site in the Williamsport area, arrangements were made to rent them space in the Sharwell II section of the Sharwell Building as it is imperative that we get these services up and running as soon as possible. We have provided them with a letter indicating they will not need to begin providing rent payments for Lock Haven Satellite or the Sharwell Building until they actually begin providing services. He added that we needed to get these Sublease Agreements in place so that they could begin their physical set up of these locations (office set up, phone system installation, etc.). Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

“Approve the Sublease Agreement between the Lycoming-Clinton Joinder Board and the Center For Community Resources, Inc. for the rental of office space (waiting room, 5 offices, and restroom area) in the Sharwell Building (Sharwell II – first floor) in the amount of \$3,000 per month (income) for the period 7/1/22 to 6/30/23.”

The Motion passed unanimously.

HUMAN SERVICES ADVISORY BOARD (HSAB) APPOINTMENT

Mr. Salvatori noted that Tony Cooper and Jonah Milliken submitted applications through Lycoming County’s website expressing interest in becoming members of the HSAB. He added that Mr. Cooper is a disabled veteran with over 20 years of service to the Navy and has expressed an interest in being a voice for others with challenges in the mental health spectrum. Mr. Milliken is currently the Director of Bayada Pediatrics and has an extensive background in human services. We feel both individuals will be a great asset to the HSAB. Commissioner Snyder Moved and Commissioner Mussare Seconded a Motion to:

“The following individuals be appointed to the Human Services Advisory Board with terms ending 6/30/25:

- *Tony Cooper (Mental Health Sub-Committee)*
- *Jonah Milliken (Intellectual Disability Sub-Committee).”*

The Motion passed unanimously. Mr. Wagner added that there are currently only two vacancies remaining on the HSAB, both for the Children and Youth Services Sub-Committee.

HUMAN SERVICES ADVISORY BOARD (HSAB) REAPPOINTMENTS

Mr. Wagner noted that five members of the Human Services Advisory Board have terms expiring 6/30/22 and all have agreed to be reappointed for an additional three year term if approved by the Executive Committee. Commissioner Metzger Moved and Commissioner Mussare Seconded a Motion to:

“Reappoint the following individuals to the Lycoming-Clinton Joinder’s Human Services

