

**YORK/ADAMS MH-IDD
JOINT BOARD OF COUNTY COMMISSIONERS
JOINDER GOVERNING BOARD MEETING**

THURSDAY, AUGUST 13, 2020

MEETING MINUTES

The Joint Board of County Commissioners met via conference call on Thursday, August 13, 2020. The meeting was called to order at 10:22 a.m.

ADAMS COUNTY COMMISSIONER(S) ATTENDING:

Commissioner Randy Phiel
Commissioner James Martin

ADAMS COUNTY COMMISSIONER(S) ABSENT

Commissioner Marty Karsteter Qually

YORK COUNTY COMMISSIONER(S) ATTENDING:

Commissioner Doug Hoke
Commissioner Ron Smith

YORK COUNTY COMMISSIONER(S) ABSENT:

Commissioner Julie Weaver
(Proxy vote was given in writing to Commissioner Hoke)

COUNTY STAFF ATTENDING:

Ms. Sharon L. Harlacher, MH-IDD Administrator
Ms. Susan Noya, Chief Fiscal Officer
Ms. Gillian P. Foster, Administrative Assistant

Ms. Miche'lle Pokrifka, York County Solicitor
Mr. Steve Nevada, County Manager, Adams County
Mr. Sean A. Mott, Esquire, Adams Co. Assistant Solicitor

The Meeting was chaired by Commissioner Hoke

UPDATES:

Program Updates – Ms. Sharon Harlacher

- **Current Status of Case Management**

- Furloughs**

- At the beginning of COVID-19, twenty-six (26) employees were furloughed across the board for MH/ID/EI/Fiscal, Clerical and MIS. Of those twenty-six, six were brought back with one scheduled to return at the end of the month. We are being very methodical in bringing people back based on the work we have available as well as the budget. Three (3) of these employees retired.

- Elimination of Positions**

- We are looking to eliminate one position, of which, approval was already granted by the York County Human Resources Department. This is an EI case management supervisor position. The primary function was to attend the integrated practiced team meeting in York County thru CYF. It will be eliminated as during this time of COVID-19, case management staff have been utilized to fulfill those duties.

- Positions on Hold**

- There are currently twenty-seven (27) vacancies of which ten (10) are on hold with no funding attached and will not be filled this fiscal year. The other seventeen (17) will be filled somewhere in the future, hopefully in January. The budget will continue to be analyzed weekly to determine what makes sense and whether or not we can fill them.

- PRN's**

- We have had two (2) part-time positions in the early intervention system that worked out really well and allowed the Program to just have individuals dedicated to EI on an as needed basis. We are looking to expand this into the mental health system. We currently have one staff person that has resigned to return to school but is available to do part time work. We will be looking at positions that could be part time/PRN positions, as needed, which will save the County money on benefits. Moving forward, all staff are evaluating their personal needs based on whether or not schools will open up and whether or not they will be able to work based on having children in their homes.

Commissioner Hoke questioned whether or not there is regular communication with the individuals furloughed. In response, Ms. Harlacher stated that they are notified that there is no anticipated return date. Their lives are in limbo but we do not have the work available that would give them the means. In addition, we are concerned with bringing people back with COVID-19 numbers rising and not knowing how our budget will look for the next seven (7) months. We need to sustain ourselves and not lay off positions.

UPDATES: Continued

- **Budget**
-Update on Early Intervention Concerns for FY19/20
 This will be addressed by Ms. Noya in her fiscal report.

- **DCORT (Disaster, Crisis, Outreach & Referral Team)**
 DCORT has existed for many years under the MH-IDD Program. Its purpose is to offer support and trauma counseling to help guide individuals to get referrals to the different levels of services available within our community. This Program is volunteers responding to crises that happens in the community and outreach with either the Red Cross or the local FEMA and Crisis Intervention. This team has been called out on numerous occasions over the last couple weeks. DCORT is required within the counties wherever there is an issue. Copies of the brochure were shared.

- **MH/ID/EI Service Contract Amendments and Agreements – Commissioners Signature Page**
 The memo dated August 6, 2020, outlining the forty-one (41) 2018-2019/2019-2020/2020-2021 contract agreements and amendments were submitted for prior review.

FISCAL UPDATES – Ms. Susan Noya

- **Fiscal Report – Ms. Susan Noya**
 The Statement of Revenue/Expenditures and Budget Condition for the Mental Health, Intellectual Disabilities and Early Intervention Programs for the eleven (11) months ended May 31, 2020, were reviewed as follows:

Program	Expenditures Year-To-Date	FY 19-20 Budget	Grant Fund Expended (%)
Mental Health	\$14,830,681.98	\$16,703,018.00	88.79%
Intellectual Disability	\$3,462,299.36	\$4,232,189.00	81.81%
Early Intervention	\$5,355,913.98	\$4,982,373.00	107.50%

As requested by Commissioner Wheeler, a comparative report of the prior year was also provided and reviewed for each program.

The twelve (12) month preliminary closing report as of August 5, 2020, for the Early Intervention Program was provided and reviewed. Based on our current allocation, we are looking at a program shortfall of \$373,541 which is less than what was being targeted on June 1, 2020.

FISCAL UPDATES: Continued

At a glance, on May 29, 2020, a shortfall of \$595,063 was forecasted. At that time, we had the opportunity to present to OCDEL, a first rebudget request for 90% of those dollars. An official request was presented to OCDEL asking them for \$535,557. To date, we have not received any official word on this request. On June 1, 2020, it was felt that the best opportunity/floor would be \$539,959 of which 90% was \$485,963. With our request to OCDEL, there was some cushion. At that time, the Joint Board entertained approval to provide the safety net overmatch up to 75% of \$485,963 and the award was \$354,472 which was split by the 81/19% between the two counties. At that point, a shortfall was still anticipated which would be evaluated as new information came available from OCDEL. As of today, there is good news based on our actuals. We are forecasting a shortfall of \$373,541. Until we receive an official allocation and replacement dollars from OCDEL, the safety net award overmatch fully funds the entitlement and all the claims to providers with a small balance. All held claims were released to the early intervention provider network earlier this week since the shortfall was fully funded.

AGREEMENTS & CONTRACTS/MOTIONS:

- **Motion to approve the Consent Agenda Items A through B as listed below:**

The motion was made by Commissioner Martin and second by Commissioner Smith to approve item A.

- A. Motion to approve the minutes for the Joinder Governing Board meeting for June 11th Meeting with the correction to Commissioner Wheeler's name.

The motion was made by Commissioner Smith and second by Commissioner Phiel to approve item B.

- B. Motion to approve the signature page for the forty-one (41) 2018-2019/2019-2020/2020-2021 Service Contract Amendments and Agreements as outlined in the memo dated August 6, 2020.

ADJOURNMENT:

The motion was made by Commissioner Smith and second by Commissioner Phiel to adjourn the meeting at large at 10:53 a.m.

NEXT MEETING DATE: Thursday, October 8, 2020, at 9:30 a.m.

SUBMITTED BY:



GILLIAN P. FOSTER
Administrative Assistant