

## Local Behavioral Health Advisory Board Meeting Minutes

November 13, 2019, 5pm  
 Howard County Health Department

**Present:** Julie Cleveland, Jim Filipczak, Robert Ehrhardt, Tim Madden, Carl DeLorenzo, Lisa Davis (attended for Caroline Walker), John Way, Genny LaPorte, Bruce MacDonald, Cindy Kirk, Andre'a Watkins, Janet Edelman, Kim Pruum, Jack Kavanagh, Mike Demidenko, Michele Brown

**Staff:** Tia Gaymon, Roe Rodgers-Bonaccorsy

**Excused:** Joan Webb Scornaienchi, Mark Donovan, Brook Hubbard, Cindy Johnson

**Unexcused:** Stephen Foster, Alice Giles

| Topic/Agenda                     | Discussion   | Action/Follow-up   |
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| <b>Welcome and Introductions</b> | Meeting began at 5:05pm  |  |
| <b>Approval of Agenda</b>        | Motion to approve Agenda for November 13, 2019   | Vote: Motion to approve agenda as amended. The motion was seconded and unanimously approved. |
| <b>Approval of Minutes</b>       | Motion to approve October 16, 2019 Board Meeting Minutes   | Vote: The motion was seconded and unanimously approved.                                      |
| <b>Attendance Review</b>         | Tia read the list of 5 members who were not able to attend and provided this information prior to the meeting. |  |

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| <p><b>Guest Presentation</b></p>                 | <p>County Executive Staff Presentation - Carl DeLorenzo and Kim Pruim</p> <p>Carl provided an overview of the County's initiatives which include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Partnership with Delphi Behavioral Health Group to open new recovery center in Howard County to fulfill residential treatment gaps.</li> <li>• Opening a crisis stabilization center at Grassroots for urgent crisis services.</li> <li>• Implement new best practice model focused on behavioral health as it pertains to access, providers, insurance and inpatient vs. outpatient needs.</li> </ul>                     |  |
| <p><b>Board Development Committee Update</b></p> | <p>Kim expressed the County's desire to work closely with the LBHA regarding how to best serve the Board and how to solicit candidates to fill Board vacancies. Kim suggested that when the Board nominates candidates to also provide pertinent information that will assist her in advocating for the candidate to the County Executive. She likes to provide 1 to 3 people for consideration for each vacancy.</p> <p>Jim provided Kim with Board Member demographics which included residence, gender, race and age. This data did not include demographics of the Ex-Officios. Mr. Brook Hubbard has been newly appointed to the Board.</p> | <p>Kim will draft a press release that can be submitted to seek potential board members.</p> <p>Jim/Roe suggested that board vacancies be included in the newsletter and event listings that are sent to providers</p> |

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| <p><b>LBHA Director Updates</b></p>   | <p>Roe provided information regarding upcoming training sessions:</p> <p>Ethical Considerations &amp; Extreme Risk Protective Orders (ERPO)<br/>       Date: 11/15/19<br/>       Time: 8:30am – 12:00pm<br/>       Location: HCHD</p> <p>Bearing Witness to Racial Trauma: The Role of the Therapist/Supervisor<br/>       Date: 12/6/19<br/>       Time: 8:30am – 12:00pm<br/>       Location: HCHD</p>   |  |
| <p><b>Program Development Committee Update</b></p>                          | <p>Janet informed the group that the committee has begun reviewing the drafts of the 7 profiles which includes 4 profiles for mental health and 3 profiles for substance abuse.</p>  | <p>If anyone is interested in joining the committee, please contact Janet.</p> |
| <p><b>Strategic Annual Planning Committee Update - FY21 Annual Plan</b></p> | <p>Roe discussed the steps in which the plan is to be completed.</p> <ul style="list-style-type: none"> <li>• October 2019 – Plan instructions received</li> <li>• Self-Assessment due/submitted by 10/31/19</li> <li>• Annual Plan &amp; Budgets – in progress</li> <li>• Cultural Competency Plan – in progress</li> <li>• All components of completed Plan to be approved by the Board at the 1/8/20 meeting</li> <li>• Completed Plan due 2/14/20</li> </ul> |  |

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| <p><b>Other Items: Approve Draft Policy on Financial Proposal Requests</b></p> | <p>Discussed the timeframe in which the Board will respond to solicited and unsolicited proposal submissions. Board voted on approval/denial of proposal submissions within 60 days of receipt.</p> <p>Two proposals were previously approved by Mike and Jim. Before voting, Roe informed the Board that approving both proposals would leave a balance of \$829 which would be used for the remaining board meetings in FY20.</p> <p>NAMI proposal \$2,000 for updating and printing new class training materials.</p> <p>My Life Foundation proposal \$1,356 to purchase educational materials and brochures to distribute to the community.</p> <p>Discussed needed edits to the scoring sheet for the Financial Proposal Requests.</p> | <p>Vote: Motion to approve. The motion was seconded and unanimously approved.</p> <p>Vote: Motion to approve. The motion was seconded and approved with 1 abstain from Julie Cleveland.</p> <p>Vote: Motion to approve. The motion was seconded and unanimously approved.</p> <p>Mike and Jim via the Proposal Criteria/Review Committee will meet and push the edits forward on the scoring sheet.</p> |
| <p><b>Wrap Up and Adjournment</b></p>  | <p>The meeting adjourned at 6:24 pm</p>   |   |

**Next Meeting Dates: December 11, 2019, January 8, 2020, February 12, 2020**