

## Local Behavioral Health Advisory Board Meeting Minutes

December 12, 2018, 5:00 p.m.  
 Howard County Health Department

Present: Michele Brown, Lisa Davis (representing Caroline Walker), Mike Demidenko, Mark Donovan, Janet Edelman, Robert Ehrhardt, Jim Filipczak, Stephen Foster, Susan Helsel, Karen Hull, Cindy Johnson, Tanya Joyner, Jack Kavanagh, Cindy Kirk, Helen Liu, Bruce MacDonald, Tim Madden, Kathryn Newman, Joan Webb Scornaienchi, Jennifer Van Blarcom.

Staff: Roe Rodgers-Bonaccorsy, Chris Schaffer

Guests: Linda Field, Colleen Nester,

Excused: Alice Giles, Genny LaPorte, William Tucker

Topic/Agenda	Discussion	Action/Follow-up
<b>Welcome and Introductions</b>	Meeting began at 5:06 p.m.	
<b>Approval of Agenda</b>	Motion to approve agenda for December 12, 2018.	<b>Agenda was amended. 8.a.i was changed from "Review By-Laws Draft" to "Report from By-Laws Workgroup" The motion as amended was seconded and unanimously approved.</b>
<b>Approval of Minutes</b>	Motion to approve November 14, 2018 Board meeting minutes	<b>The motion was seconded and unanimously approved.</b>
<b>Guest Presentation</b>	Colleen Nester, LCSW-C, Adolescent Health and Injury Prevention Supervisor gave a presentation on Youth Suicide Prevention Plan.	
<b>Director Updates</b>	<ul style="list-style-type: none"> <li>a) Roe reviewed the upcoming Events and Trainings.</li> <li>b) The website, directory and brochure are in the process of being integrated.</li> <li>c) Roe gave information regarding Howard House which will open in January at a new location.</li> <li>d) HCGH is gathering feedback regarding BH services, linkage to care, gaps in service, etc. by conducting focus groups. Roe will be setting up focus groups with providers, staff, Board, etc.</li> </ul>	<b>Feedback on the website, directory and brochure should be sent to Chris.</b>

	<p>e) Two trainings will be offered in February and March: CEU Ethics training with Meghann Holloway from HCPD and Amy Miller from Grassroots, and Co-Occurring Treatment Approaches training with Dr. Rebecca Mitch from Anne Arundel Counseling.</p> <p>f) The Board has a \$5,000 budget. Roe asked the Board for suggestions on how to spend the money.</p>	
<b>By-Laws Workgroup</b>	<p>Janet reviewed the amendments needed to the County Code:</p> <p>a) Change the name of Title 12 Subtitle 10 from Alcohol and Drug Abuse to Behavioral Health</p> <p>b) Replace Sec.12.1000(c)(3) under Ex Officio Members. <i>“The Administrator of the Office on Aging and Independence, Department of Community Resources and Services;” with “The Administrator of the Office on Aging and Independence, Department of Community Resources and Services <u>or the Administrator’s designee;</u>”</i></p> <p>c) Replace Sec.12.1000(g) <i>“Quorum. A quorum shall consist of 15 members.” with “Quorum. A quorum shall consist of <u>a majority of</u> members.”</i></p> <p>The draft of the By-Laws will be sent to the Board for review before the Board meeting in January.</p>	<p><b>A motion was made to approve the changes to the County Code as stated. The motion was seconded and unanimously approved. Roe will move the changes forward with the appropriate County staff in order to get the amendments approved by the County Council.</b></p>
<b>BH Strategic Plan Workgroup Update</b>	<p>Roe gave an update on the progress of the report. The report will be sent out to Board in draft form by 1/2/19 in order to vote and approve at the January Board meeting on 1/9/19.</p> <p>Michele Brown has volunteered to chair the BH Strategic Plan Workgroup.</p>	<p><b>A motion was made to approve Michele Brown as the chair of the BH Strategic Plan Workgroup. The motion was seconded and unanimously approved.</b></p>
<b>Board Development Committee</b>	<p>Bruce MacDonald has volunteered to chair the Board Development Committee.</p> <p>The BDC will need to review resumes for approval at the January Board meeting.</p>	<p><b>A motion was made to approve Bruce MacDonald as the chair of the Board Development Committee. The motion was seconded and unanimously approved.</b></p>
<b>Program Development Committee</b>	<p>Jim Filipczak proposed forming a Program Development sub-committee of the Board to study program issues.</p>	<p><b>Board members should contact Jim if interested in joining the sub-committee.</b></p>

<b>Unexcused Absences</b>	Board members should contact Chris Schaffer if they are unable to attend the Board meeting in order to be noted as an excused absence. In accordance with the by-laws, a Board member is not allowed more than 3 unexcused absences.	<b>Email Chris Schaffer to receive an excused absence:</b> <a href="mailto:cschaffer@howardcountymd.gov">cschaffer@howardcountymd.gov</a>
<b>Other Business</b>	<p>a) Janet raised a question regarding the Opioid Crisis Community Council. To ensure that there is no conflict or duplication between the OCCC and HCLBHA Board, Mark will report back to the Board and the OCCC meeting minutes will be sent out.</p> <p>b) The mission of each sub-committee will be shared with the Board.</p> <p>c) Stepping Up is a national initiative to reduce the number of people with mental illness in jail. Currently Anne Arundel, Calvert, Harford, Montgomery, and Prince George's counties are participating in the program. Janet suggested that Howard County work towards participating. This may be a good task for the Program Development Committee. More information will be sent to the Board.</p>	<p><b>Mark will report back to the Board on the OCCC. Chris will send out OCCC meeting minutes.</b></p> <p><b>Jim will develop sub-committee missions.</b></p> <p><b>Janet will send Chris a link to the Stepping Up Initiative for distribution to the Board.</b></p>
<b>Wrap Up and Adjournment</b>	The meeting adjourned at 6:50 p.m.	

**Future Meeting Dates:** January 9, 2019, February 13, 2019