



**FAYETTE COUNTY
BEHAVIORAL HEALTH ADMINISTRATION**

215 JACOB MURPHY LANE, UNIONTOWN, PA 15401
DAVID W. RIDER, ADMINISTRATOR / CHIEF EXECUTIVE OFFICER

PHONE: (724)430-1370

www.FCBHA.ORG

**Advisory Board Meeting
February 21, 2024
Minutes**

I. Call to Order

A regular meeting of the Fayette County Behavioral Health Administration (FCBHA) Advisory Board took place February 21, 2024 in person and virtually by way of Zoom. Mr. Andrew Boni called the meeting to order at 5:31 PM. The meeting started with a moment of silence followed by the Pledge of Allegiance. A quorum was present.

II. Roll Call

A. Ms. Stacey Evans took the roll call. Members present included:

Mr. Robert Behanna
Ms. Karen Blocker
Mr. Andrew Boni
Dr. Lawrence Glad
Dr. Paul Hartley
Mr. Harry Joseph-virtually
Dr. Denise Martin
Ms. Hillary Redman
Ms. Danielle Rowan
Dr. Brian Taylor
Commissioner Vincent A. Vicites

B. Board Members absent included:

Ms. Shannon Muma-Wallace
Ms. Carol Warman

C. Staff Members present included:

Mr. David Rider, Administrator, Chief Executive Officer
Ms. Nicole Barak, Mental Health Program Director
Ms. Nicole Fijalkovic, Human Resources Director
Mr. Harry Franks, Financial Officer
Ms. Sherri Mitchell, Intellectual Disabilities Deputy Administrator
Ms. Sandra Walters, Fiscal Officer
Ms. Stacey Evans, Executive Assistant

III. Audience Recognition – None

IV. Business



A. Approval of Advisory Board Minutes- Dr. Glad motioned to approve the October 18, 2023 meeting minutes. Dr. Hartley motioned second. The motion carried unanimously.

B. Program Updates

1. Financial Report-

Ms. Walters referred to the Balance Sheet page of the financials. She pointed out the entries for Crosskeys and Fayette Resources and explained that according to the 4300 regulations and our contract language, base funded providers are permitted retained revenue not to exceed 3% of eligible expenses. They are required to submit audited financials to us. Mr. Franks reviews that information. If revenue exceeds the 3%, the excess amount is set up as a receivable and withheld from our next payment to the provider.

Mr. Franks stated on the Income and Expense summary report the figures pertaining to Wages, Employer FICA, Retirement, and Insurance figures are reflective of staff vacancies from turnover during that reporting period.

Dr. Glad made motion to accept the financial report. Dr. Hartley motioned second. Motion carried unanimously.

2. Administrators Report-

Mr. Rider reported the following updates:

- a) Buildings and Grounds – Mr. Rider updated the board on the status of our HVAC system renovation. Since our last meeting, FCBHA accepted a bid, and work has begun. There is one piece of equipment that was to be shipped in October, and the contractor hasn't received it yet. Recently completed tasks include replacement of compressors and condensers, replacement of valves in the heating system, and replacement of all thermostats. FCBHA meets with the project management engineer (Pyramid) and contractor (Lugalia Mechanical) every three weeks for status updates and any concerns. Billing is reviewed by Pyramid, who also does site-audits on delivered materials. Once materials audits and payrolls are certified, Pyramid forwards the invoice to the County Buildings and Grounds Director for review & archiving and to FCBHA for payment. Contract has a 10% retainage clause. We expect project to be completed by contract date in mid-April.
- b) Penn Highlands Connellsville (PHC) Reinvestment – Mr. Boni asked about the status of this project. Mr. Rider reported that Penn Highlands Connellsville leadership has stated in meetings that starting a Child/Adolescent Unit are not in their plans. FCBHA requested and received permission from OMHSAS to extend the implementation

timeframe for this project. However, he expects that this project will be abandoned for now and that the funds will be reallocated following the requirements of the Health Choices Program Standards and Requirements.

- c) Compensation Plan – FCBHA is currently working to get the Compensation Plan approved. Conversations with County HR began in August 2023. Mr. Rider has met with the Board of Commissioners several times regarding the plan and will be meeting once more next week. Typically, the approved General Pay Increase (GPI) has been 3%. Once approved, GPI will be retro to January 1, 2024.
- a) Budget-Mr. Joseph asked about State subsidies. Mr. Franks advised that there was a modest increase in ID waiver slots. Mr. Rider stated Governor Shapiro released his proposed FY2024/25 budget, but that the legislature and the governor's office need to negotiate details before anything is finalized. DHS Secretary Arkoosh outlined the Human Services impacts Governor's proposed budget in a virtual presentation. The proposed budget suggests mental health allocations be raised \$20M statewide. This is significantly less than the statewide increase of \$250M which was called for by the County Commissioners Association of PA (CCAP). The last "regular" increase for MH BASE was done over 15 years ago, and then there was a 10% cut in 2012. The 2023/24 budget included a \$20 million increase across the state with a "promise" of \$20M increases in 24/25 and 25/26. Mr. Rider also advised of the mention of the governor's request to increase the minimum wage to \$15/hr.

Mr. Rider went on to explain there is COVID money left that the State is looking to disperse. Supports Coordination Organizations (SCO) that do waiver case management are permitted to request a 6% increase in what was billed for the period of July 1-December 31, 2023. This is a limited time benefit with a narrow service provision. Mr. Rider did provide public comment and requested that this increased funding not be time-limited and that it be increased. Mr. Rider explained that all SCOs need to recruit and retain accomplished supports coordinators, especially in light of the additional waiver slots.

3. Director Reports

Ms. Barak

The Mental Health (MH) unit monitors 30 + Base contracts with varying frequency based on the providers need for support and technical assistance.

FCBHA's MH unit has staff that works closely with forensic organizations and law enforcement entities in Fayette county. We have a Program Specialist who

regularly meets with inmates with mental illness and helps them when transitioning from prison.

Housing is a big issue. This past Fall, one of our area personal care homes, Rest Haven, closed leaving approximately 25 individuals in need of housing.

Reinvestment-FCBHA plans to purchase an RV with reinvestment funds. This mobile treatment vehicle will be staffed with a Recovery Specialist. The funding will be braided with Drug and Alcohol funds. The goal is to provide treatment and resources to those who are isolated or homeless. FCBHA is very excited about this opportunity.

Ms. Fijalkovic

FCBHA now has a full complement of Care Managers. In filling vacancies due to anticipated retirements, FCBHA is able to post quickly by starting the legwork earlier. We expect two upcoming resignations and have been actively posting on our Facebook page to generate interest.

Mr. Boni asked about a timeline to fill open positions. Ms. Fijalkovic advised that Civil Service is specific to the department the position is for. Because of this, she has been submitting Case Worker job postings for both the SCO and EI departments simultaneously. Ms. Fijalkovic has also helped with wordsmithing applications for applicants she is aware of to match up with Civil Service friendly terms. Outreach at local colleges is also being done.

Mr. Rider added that when we are hiring, we actively post such on our Facebook page. He invited this Board to like and share job postings.

Community Recognition Award (CRA)-FCBHA Advisory Board HR committee received a nomination for the 2023 CRA. Ms. Fijalkovic will email committee members to plan discussion of the agency that was nominated and plan for presentation of the award.

Ms. Mitchell

Ms. Mitchell advised that both the FCBHA SCO and EI departments are down staff as there was a retirement in January and two expected in March. One candidate was interviewed today. Each EI SC is carrying about 80 cases. Every child is receiving services.

Nursing Services-The ID department had difficulty for over a year in finding an agency that could provide 16 hours a day to one homebound individual in need of nursing services. They recently identified a provider that could staff those hours.

Office of Developmental Programs (ODP) Emergency To-Go Bag-ODP has an initiative to provide emergency backpacks to individuals living at home with caregivers. We have 196 individuals that meet that criteria and we will receive 137 to go backpacks. Backpacks will contain items such as flashlights, non-perishables, batteries, etc.

Early Intervention Family Surveys-EI agencies are required to have families complete annual Satisfaction Surveys. This year, we are required to have 87 surveys completed by June 30.

Waivers-FCBHA now has two Consolidated Waiver slots with no cap that are based on individual's needs, and 12 Community Living Waiver slots that are capped at \$85,000 each.

C. Committee Reports

1. Executive Committee – No Report
2. Bylaws Committee – No Report
3. Finance & Data Committee –No Report
4. Human Resource Committee –No Report.
5. Intellectual Disabilities Committee – No Report.
6. Mental Health- No Report.
7. HealthChoices (HC) Advisory Board Representatives- No Report

D. Board Leadership Nominations-At the October Board meeting, nominations for officers was conducted. Mr. Boni was nominated for chair. Mr. Joseph was nominated for Vice-Chair and Ms. Warman was nominated for Secretary.

Ms. Blocker made a motion to accept the slate. Dr. Glad motioned second. Motion carried unanimously.

Nomination for HealthChoices Board representative was conducted. HealthChoices is the insurance portion of the FCBHA book of business. Service providers with a contract are disqualified from serving on the Board. Mr. Joseph nominated Ms. Blocker. Ms. Redman motioned second. Motion carried unanimously.

V. Events-

- Mental Health Awareness Month-May is MH Awareness Month. Ms. Barak reported that FCBHA has begun planning for several events and trainings during May.
- Developmental Disabilities Awareness Month-Ms. Mitchell reported that March is DD Awareness Month. FCBHA plans to hold a carnival in place of an annual Board meets Board dinner. The carnival will take place at the Faith Assembly of God gymnasium in Uniontown, PA on March 12, 2024. There will be at least 15 providers with activity booths and resource information.
- Also, for DD Awareness month, FCBHA will host a Lifesharing panel event to inform those interested in the service. This event/luncheon will be on March 20, 2024 at the Ivory Ballroom in Uniontown, PA from 11AM-2PM.
- Ms. Mitchell reported that the Self-Advocacy group will have a meeting/activity in March to promote positive self-talk, date and time TBD.

- Mr. Rider reported there will be a sensory friendly treasure hunt at Hutchinson Park in April during Autism Awareness Month.
- The commissioners issued a proclamation for ID/DD Awareness Month (March). There will also be proclamations drafted for Autism Awareness Month (April) and Mental Health Awareness Month (May).

VI. Other

- VII. Adjournment** –Mr. Joseph motioned to adjourn at 6:22 PM. Dr. Hartley motioned second. The motion carried unanimously.

Respectfully Submitted by: Stacey Evans, Executive Assistant


Approved by:

4/17/2024

Date