



# Tri-County Mental Health Board

## **APPROVED** Meeting Minutes

A meeting of the **Tri-County Mental Health Board (“Board”)** was held at 11:00 A.M. Pacific Time on **July 14th, 2020** at Mid-Columbia Center for Living, 1060 Webber Street, The Dalles, OR 97058 via virtual MS Teams.

### **Board Members Present:**

Wasco County Commissioner Scott Hege  
Hood River County Commissioner Karen Joplin  
Sherman County Commissioner Tom McCoy

### **MCCFL Staff Present:**

June Gower, Executive Director  
Al Barton, Deputy Director  
Desirae Tarrance, Executive Assistant  
Laura Correia, Billing Analyst

### **Guests:**

Kristen Campbell, Campbell Phillips PC  
Debby Jones, Prevention Special Wasco Co. Youth Think  
Dennis Ziemer, AFSCME representative  
Wendy  
Eddie, AFSCME organizer

*Commissioner Scott Hege called the meeting to order 11:12AM.*

### **1) - COMMUNITY MEETING:**

Dispensed for this virtual meeting

### **2) - APPROVAL OF MEETING MINUTES JUNE 9TH, 2020)**

County Commissioners made the motion to approve the June 9th, 2020 Meeting Minutes and presented:

*Motion: Commissioner Karen Joplin*  
*Second: Commissioner Tom McCoy*  
*Approve: Unanimous*

The Tri-County Board of Commissioners approved the June 9<sup>th</sup>, 2020 meeting minutes pending corrections:

- 1) Typo on Pg. 4, corrected to “in depth”
- 2) Pg. 5, Corrected to “Wasco County Commissioner”

**3) - PUBLIC COMMENT:**

Dennis Zeimer, from AFSCME joined the meeting to bring clarity around employees returning to full time work hours and wanted to clear any misunderstanding around bargaining contracts.

**4) - INTRODUCTION- KRISTEN CAMPBELL, ATTORNEY:**

June Gower, Executive Director formally introduced Kristen Campbell, PC to the Tri-County Board of Commissioners. Campbell Phillips also introduced her colleagues Dianna McDougale and Jim Foster as public sector attorneys who will be assisting Mid-Columbia Center for Living in various legal issues. Deputy Director, Al Barton thanked Campbell-Phillips for assisting Mid-Columbia Center for Living. The Tri-County Board of Commissioners welcomed Campbell-Phillips, PC.

**Prevention Treatment Advisory Board (PTAB) Presentation:**

Debby Jones gave a brief presentation on Prevention Treatment Advisory Board. Belinda Ballah who is the Chair of PTAB, also is the Prevention Coordinator for Hood River County. The Vice Chair, Susan Gabay who has worked extensively with Suicide Prevention. Ms. Ballah and Ms. Gabay asked Debby Jones to present PTAB Board to the Tri-County Board of Commissioners. During this meeting, Ms. Jones presented the by-laws before the Commissioners and stated that these bylaws need to be addressed to ensure that the Advisory Board is acting on appropriate terms, as the bylaws were written some time ago and may not be adequately reflecting the current needs of the Prevention Treatment Advisory Board. The Advisory Board also expressed desire to be the “voice” for Mid-Columbia Center for Living. Ms. Jones included PTAB also wants to take on an advocacy role for Mid-Columbia Center for Living, to include writing grants and grant letters of support. The Tri-County Board of Commissioners thanked Ms. Jones for joining the Board meeting and talked of desire to strengthen MCCFL’s relationship with Prevention Treatment Advisory Board.

**5) - FINANCIAL REPORT:**

The Executive Director introduced Laura Correia, interim Finance Supervisor to the Tri-County Mental Health Board.

**MAY MONTHLY AGENCY SUMMARY:**

Commissioner Hege stated that Commissioner Joplin had a topic she wanted to bring forward at the end of the financial report, and that was addressed below under “resolution”. Pg. 11 of the Board packet, The Executive Director reviewed the financials from May 2020. In the financial report the Oregon Health Plan (OHP) revenue was budgeted for \$492,000.00, actual May 2020 amount was \$446,000.00. State revenue was shy in May, coming in at \$178,000.00. Contracted income was greater than budgeted amount of \$235,000.00 giving MCCFL a slight shortfall. The explanation of variance due to covid-19 discussed. Wages and benefits have slight variance in May due to retirements and staff turn overs. Dr. Gower reviewed write offs and sliding scales, as well as provider increases. Other expenses were below budget for the month of May. Provider expenses were increased in the month of May. Improvements have been made to write offs, which was budgeted for \$108,000.00 which MCCFL did not exceed. Other expenses were below budget by \$3,000.00, leaving a small savings amount. Commissioner Hege brought attention to the discrepancy under “client fees/private pay” and asked clarification. The Executive Director stated this was due to client volume, and SUD services in Hood River being directly affected by Covid-19 and the slow in this client population. Commissioner McCoy raised the question about MCCFL adapting a balance budget for 2020-2021 and if MCCFL anticipates an increase in July. The Executive Director stated that MCCFL can not anticipate this as Covid has affected MCCFL operations and income, but financial improvements have been made in the past 2 months.

## **REVENUE, EXPENSE AND ENCOUNTERS:**

OHP revenue is mostly equal to March 2020. Overall revenue has decreased from prior months. Page 15, total reserves discussed for April, May and June which show improvements from months prior to April. A gap in the DMAP payment was identified to be incorrect, which MCCFL financial team is attempting to resolve. Challenges with Pacific Source payments regarding provider services and credentialing discussed. Commissioner Hege inquired if Central Oregon organizations are experiencing these same difficulties with payments for providers, credentialing and requested the Executive Director to contact counterparts in Central Oregon to inquire if they are having the same issue. Laura Correia spoke to revenue changes to Enhanced Care Services (ECS), such as having open beds, in May. Fee for service has been received at approximately 50-60% of our total billed compared to what was previously received, which has impacted MCCFL negatively. April and May's Fee for Services increased and had exceeded what was budgeted for, but still a significant gap compared to what was billed out. Dr. Gower spoke to the difficulties of receiving Pacific Source payments, credentialing and that the next contract with Pacific Source will exclude the Glide Path. Commissioner Joplin proposed that the Executive Director write a letter referencing the conversation that occurred with Mr. McGarry during the April Tri-County Board meeting and address this letter to the Pacific Source CEO team. Al Barton spoke to the high value encounters (Pg. 23) and explained the graphical information, which reflects a decrease (due to COVID) and the trending upwards since adapting Telehealth. Approximately 52% of the month of June's encounters were in person appointments, 30% completed via Telehealth and 17% via telephonic appointments. Ms. Correia stated the capitated claims increased and the payment waiting time is approximately 4 weeks. Commissioner McCoy inquired around Pacific Source and rates of payment and if they are seeing a reduction of payments, to which Commissioner Joplin spoke about an update that came from the Community Council around stabilization payments. Dr. Gower included that MCCFL had applied for approximately 11 different grants but has not received any award of these at this time. The Cottage program at MCCFL continues to be closed, which financially is reflected on Pg. 24 of the Board packet graphical information.

## **FINANCIAL RESOLUTION:**

Commissioner Joplin requested the craft of a resolution to include boundaries for Mid-Columbia Center for Living's reserve account, as the Tri-County Board has expressed concerns regarding using reserve funds to cover the cost of wages and benefits monthly. A discussion ensued around parameters and how MCCFL would operate under this resolution. Dr. Gower spoke to funding cuts from Oregon Health Association, and the possibility that Mid-Columbia Center for Living may have to eliminate certain services. Commissioner Joplin requested a boundary set for the reserves for 2021 and spoke to the possibility of having Mid-Columbia Center for Living merge with another entity. *Motion to request Kristen Campbell, PC to draft a resolution for fiscal year 2021 to the Tri-County Board of Commissioners and present in the August Tri-County Board meeting.*

*Motion: Commissioner Karen Joplin*

*Second: Commissioner Tom McCoy*

*Approve: Unanimous*

## **5) - FOLLOW UP FROM LAST TCB MEETING:**

The Executive Director spoke to MCCFL being certified as a Union bargaining employer with AFSCME. Certification was received early in the month, and staff were notified. No changes at this time to staff scheduling until bargaining has been completed.

## **MCCFL REVISED EMPLOYEE POLICY MANUAL:**

Executive Director spoke to the changes that were identified as needing revised due to Unionization of MCCFL employees and explained the following as being updated until bargaining has been completed:

- 1) Employment Status
- 2) Compensation and pay
- 3) Termination of employment
- 4) Grievance Process

The Executive Director asked for feedback from Dennis with AFSCME, to which he stated it would fit with status que. Dr. Gower requested the Tri-County Board hold approving policy manual revision pertaining to employment changes until after the bargaining has been completed with the Union. It was also requested the rest of the revised policy manual to be approved by the Tri-County Board today. Commissioner McCoy requested correction to Page 17.  
*Motion to approve the policy manual after removal of above items, and revisions.*

*Motion: Commissioner Karen Joplin*  
*Second: Commissioner Tom McCoy*  
*Approve: Unanimous*

**LINCOLN BUILDING UPDATE:**

Public views for purchasing the Lincoln Building has decreased during the month of July, despite a slight drop in the sell price by \$10,000.00. With the slow in the selling market, the Executive Director has explored the possibility of using this building as a community center but does not have anything further to present to the Board at this time.

**WASHINGTON APPLE UPDATE:**

All MCCFL insurance applications are in motion, however this is a slow going process due to Covid. MCCFL applied for Oregon Medical Dual license, in the hopes that Pacific Source conversation would result in higher pay rates. MCCFL is still waiting to hear from Washington Apple on approval, and will update the TCB Board upon approval.

**UNITED HEALTH APPLICATION APPROVED:**

MCCFL is still waiting on approval, the Executive Director will report to the TCB Board upon changes.

**GRANT UPDATE:**

Executive Director has work extensively with the Deputy Director and has applied for 11 grants. MCCFL is still awaiting an update on if approved. MCCFL was denied for the FEMA grant that was applied for in May. The Deputy Director also spoke to the supply chain disruption regarding IT equipment (laptops, cameras, etc.) and the challenge receiving them.

**FTE UPDATE:**

The month of June the FTE was 14.8% and July 18.8. MCCFL is creating various avenues to compensate for this increase. The Executive Director spoke to eventually coming to a peak where it will become difficult to offset services with a decrease in staffing.

**UNION UPDATE:**

MCCFL has yet to enter bargaining proposals at this time.

**ANNOUNCEMENT:**

Willie Phelps, Facilities Manager started the second week in July. Scott Manson, Finance Director does not have a start date currently.

**HR MANAGER DISCUSSION:**

With the Unionization, MCCFL is seeking a strong Human Resources candidate with Union experience. No candidates identified at this time.

***Wasco County Commissioner Scott Hege adjourned the meeting at 1:10pm.***