



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 **May 12th, 2020** at Mid-Columbia Center for Living, 1060 Webber Street, The Dalles, OR 97058.

Board Members Present:

Hood River County Commissioner Karen Joplin
Sherman County Commissioner Tom McCoy

MCCFL Staff Present:

June Gower, Executive Director
Al Barton, Deputy Director
Mel Heuberger, Finance Director
Desirae Tarrance, Executive Assistant

Guests:

Unidentified caller joined.

Commissioner Karen Joplin called the meeting to order at 11:03 A.M.

1) - **COMMUNITY MEETING:**

A Community Meeting ensued.

2) - **APPROVAL OF MEETING MINUTES April 14th, 2020)**

County Commissioner Karen Joplin made the motion to approve the April 14th, 2020 Meeting Minutes and presented:

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

3) - **PUBLIC COMMENT:**

No public comment at this time.

4) - **FISCAL REPORT:**

-BUDGET TIMELINE:

Budget Timeline: Introduction to budget at this meeting, receiving recommendation from County Commissioners and will be approve at June Tri-County Board Meeting – budget hearing.

-MARCH FINANCIALS:

OHP revenue increased slightly for the month of May. OHP DPMAT fees had no changes, and remain stable at this time. Contracted income was anticipated close to budget. Wages and benefits increased than originally anticipated due to accruing extra month of unemployment insurance. Other items were at approximate of originally anticipated. Pacific Source reconciliation is 80%, which had an effect on revenue for March. Cash position increased by \$62,000 dollars, which aided in offsetting loss in March. Reserves were used to offset loss. First 6 months have been determined on Glide Path funds from Pacific Source. State of Oregon has repurposed funds due to Covid-19. Encounters for the month of March had decreased from prior months. Review of the March 2020 payments received, and were compared to billings. Review of revenue and expenses, including fee for service and performance withholding reconciliation. Performance withhold settlement summary of QIM monies reviewed. Revenue charting reflected MCCFL FY2020 by month graphs reviewed and explained. Dr. Gower explained this was same presentation shared with MCCFL staff at all staff meetings to keep all employees informed of revenue and expenses. October expense from out of area claims were shore up during this month, which was reflected on graph. Comparison of budgeted years review, along with the preliminary budget for fiscal year 2021. The FY2021 preliminary budget to include 20% offset of labor, step increases and COLA. Final budget decision will be finalized at the June Tri-County Board meeting budget hearing. Commissioner Joplin recommended gathering feedback of status of outside organizational operations.

-COVID-19 IMPACT:

In addition to above finances and saving, Mid-Columbia Center for Living is anticipating saving \$100,000 but budget cuts from labor costs. Review of client service reports reflects Telehealth encounters for March which reflects the repayment of a 1/4th of the rate anticipated.

5) - **EXECUTIVE DIRECTOR:**

- CHECK IN:

BUSINESS HOURS CHANGED:

Effective May 1st, business hours have changed to Monday through Thursdays 8:30am to 5:00pm as Fridays were identified as a low revenue generating day. This will be an unpaid day for staff at MCCFL to offset MCCFL financial loss. This is a 20% work time – pay time reduction for staff at MCCFL. On call hours have been extended to cover the Crisis Services, capturing live calls from clients after hours. MCCFL will be exploring after hours services for calls received during non-business hours. MCCFL has notified community partners, along with various counties of the business hours change. Commissioner Joplin requested a continuing update of this status during the June Tri-County Board meeting.

PACIFIC SOURCE “GLIDE PATH PAYMENT”

This was covered in financial portion of meeting.

LEGAL COUNSEL UPDATE

Deborah Phillips, LLC has been long standing legal counsel at this organization, but has been determined this organization will no longer need services. Mid-Columbia Center for Living has extended contracted services to Kristen Campbell, with Campbell-Phillips law firm, LLC. MCCFL will also explore assistance regarding legal counsel to address Civil Commitments. Labor Attorney, Akin Blitz with Bullard Law has agreed to guide MCCFL with additional needs. Commissioner Joplin requested Counselor Campbell attend an August or September Tri-County Board Meeting, once COVID-19 restrictions are lifted. This would be an introduction to Board members.

LINCOLN BUILDING UPDATE:

Due to COVID-19, the real estate market has slowed and this has been reflected during this sale. Plumbing issues were identified as in need of repair, to have been resolved. Executive Director would like to explore a change in broker in June.

-UPDATE:

CGHC COVID RESPONSE

Al Barton, Deputy Director addressed receiving funds from Columbia Gorge Health Counsel. Mid-Columbia Center will receive approximately \$54,000 for CGHC.

QIMS PAYMENT

Advance funds Mid-Columbia Center for Living will receive approximately \$74,000 from QIMS monies.

GRANTS/COVID-19

Mid-Columbia Center for Living has applied for a CCO grant through GOBHI, along with a few other grants. MCCFL will also be applying for a FEMA grant, as many staff have spent many hours laboring due to COVID-19 impact on the organization. Pacific Source is offering a small grant, to which MCCFL has applied for. MCCFL historically applied for a SAMSHA grant, to which was denied due to incomplete paperwork. This organization will be submitting a formal appeal to this decision.

6) – APPROVAL OF PERSONAL REQUISITIONS:

No request for approval of personal requisitions at this time.

WASHINGTON APPLE:

Mid-Columbia Center for Living applied for a Washington Apple license, to which was approved. Official notice to community will be released on June 1st, 2020. This contract will be directly with Washington State.

ADDITIONAL TOPICS:

MCCFL has reviewed bylaws with PTAB committee, and have revitalized this committee and exploring how MCCFL can aid this committee. Feedback requested from the Board if they would desire to receive a summary from this committee, to which was approved. PTAB has expressed

desire to be of aid to the Tri-County Mental Health Board. PTAB will be invited to join on monthly Board meetings, via virtual invite. Commissioner McCoy requested minutes from the last PTAB meeting, including Board members information to be provided to Commissioners.

Hood River County Commissioner Karen Joplin adjourned the meeting at 12:22 P.M.

DRAFT