

**GOVERNING AUTHORITY BOARD OF THE
WASATCH MENTAL HEALTH SERVICES
SPECIAL SERVICE DISTRICT**

Wasatch Mental Health Building
750 North 200 West
Provo, Utah

**October 22, 2014
8:30 a.m.**

**GOVERNING AUTHORITY
BOARD:**

Commissioner Larry Ellertson
Commissioner Doug Witney

**WASATCH MENTAL
HEALTH STAFF:**

Juergen Korbanka, Executive Director
Todd Phillips, Financial Director
Doran Williams, Care Management Director
Ralf Barnes, Human Resource Director
Catherine Johnson, Children Division Director
Dawnalyn Hall, Board Secretary

ALSO PRESENT:

Dianne Orcutt, County Attorney

EXCUSED:

Commissioner Gary Anderson
Randy Huntington, Adult Division Director

8:34 a.m.

CONSENT AGENDA

1. Approve the Minutes of the September 3, 2014, Governing Authority Board Meeting

MOTION: Motion to approve the minutes was made by Commissioner Witney, seconded by Commissioner Ellertson. Motion approved 2-0

REGULAR AGENDA

1. Ratify Chairman's Execution of Agreement with Utah Department of Human Services, Division of Child and Family Services, to Provide Case Management Services
2. Approve Amendment #4 to Agreement #112446 with Utah Department of Health
3. Approve Agreement with Center for Growth and Healing
4. Approve Agreement with The Journey Counseling Center

MOTION: Motion to approve items 1, 2, 3 and 4 was made by Commissioner Witney second by Commissioner Ellertson.

5. Review and Acceptance of Expenditure Report Summary for the months ending August 31 and September 30, 2014

- Inpatient was a little high in August but back down in September.
- Automobile purchased from the state pool was done following our automobile purchase process where we order a car in late Spring and complete the purchase by the fall when the car is available.
- The match payment to the Dept of Health is 29.6% It is an estimated sum and has to be paid before they send us the Medicaid money.

MOTION: Motion to approve the Expenditure reports for August and September 2014 was made by Commissioner Witney seconded by Commissioner Ellertson. Motion passed 2-0.

6. Financial Report

a. Review and Acceptance of August and September Financials

- Wasatch County revenue was a lump sum catching up outstanding funds based on when they were billed.
- We are making a profit on most of the non Medicaid programs at this point.
- We have normal fluctuations in expenditures/ revenues, and we are a little ahead on the revenues at this time.
- We have had quite an influx of new hires in the past few months with interns and HSW's.
- Inpatient has had lower bed days in September.

MOTION: Motion to accept the August and September Financial report was made by Commissioner Witney, seconded by Commissioner Ellertson. Motion passed 2-0

Audit update – The Audit Exit report/ interview will be held on November 19. We will ask Litz %& Co to come at 9:00 a.m.

7. Approve of Various positions to be added to the HR blueprint pending funding through a grant received.

WMH was awarded a grant to assist homeless individuals and Veterans. Our proportion of funds allocated is not consistent with the percent of the population we serve. This relates to the fact that the funds were distributed based on the point-in time count conducted each year. We would like to strengthen the Bridge/ Watch teams to provide the services. The actual cost would be lower than the \$139,083 shown on the handout due us not hiring for the positions well in to FY 15. We were told we can carry forward the funds that are not used in FY2015. The initiative will focus on the housing first model. The trouble is in finding low income housing. We have over 40 individuals that have a section 8 housing voucher who cannot find housing at this time. We are working with the housing authorities and local landlords in an attempt to address this issue. We would like to add the requested positions with the understanding that funding comes with it.

MOTION: Motion to approve hiring of the positions was made by Commissioner Witney, seconded by Commissioner Ellertson. Motion passed 2-0.

8. Upgrade Therapist Position to Therapist/Psychologist in Wasatch County

We provide services in Wasatch County by contract. At this time we have a position vacant and we would like to have the opportunity to hire either a Therapist or Psychologist in Wasatch County. This would benefit us when we have a psychological evaluation to complete in Wasatch County. It takes one of our psychologists a minimum of 4 hours to go up and do the evaluation and return to Provo. If we build testing in Wasatch County it would be a good resource to build upon. The employee would be housed in Wasatch County. The cost would be fee for service.

MOTION: Motion to approve the Position upgrade from Therapist to Therapist/Psychologist was made by Commissioner Witney, seconded by Commissioner Ellertson. Motion passed 2-0.

9. Approve Revision of the Retiree Health Reimbursement Arrangement HR policy 5.20.3.2
With the changes in the post retirement benefit policy, benefits are available for many more employees. Funds are in a trust VEBA account, but not in a separate entity.. This is a permanent reduction in the overhead liability for WMH. We expect the actuarially derived liability to come up a little over the years compared to the current rate. However, even if annual liability increases a little, it will reach levels of the previous liability. Reviewed the process of how WMH would distribute the money for the retiring employees.

MOTION: Motion to approve the Retiree Health Reimbursement Arrangement HR policy 5.20.3.2 was made by Commissioner Witney, seconded by Commission Ellertson. Motion passed 2-0.

10. Director's Report

a. Briefing / QUAPI Report

- i. WMH Annual Christmas Party will be held on December 15 at 12:30 to be held at the County Convention Center. We will have lunch, program and awards.
- ii. We are the leader in the state for collecting the OQ/YOQ. And therapists are referencing it in their notes in order to help the clients more.
- iii. Genetic testing – testing to be able to determine if a client is more likely to respond to certain medications. This will be done by a third party vendor. It is still too early to find out how successful this process is.
- iv. E-Prescribe is an electronic data base that works with Junction. Prior to that we had a free standing program that was not integrated. Some of our staff are a little bit resistant to change due to user errors and challenges with the new system. We feel it is too early to abandon it, and we do get some support from e-prescribe. There is a learning curve.

- v. Mountainlands –The clinic is not up to full capacity at this point in time. They are not as busy as they would like to be but the pharmacy is doing very well at this point. Most of the clients seen at the clinic had not been seeing a physician for physical healthcare related issues. The physical health services have a small co-pay which is something our clients have to get used to.

11. Set a Date, Time, and Location for a Closed Meeting to Discuss the Character, Professional Competence, or Physical or Mental Health of an Individual or Individuals

MOTION: Motion to set a Closed Meeting to Discuss the Character, Professional Competence, or Physical or Mental Health of an Individual or Individuals at this place immediately after this meeting was made by Commissioner Witney, seconded by Commissioner Ellertson. Motion approved 2-0

MOTION: Motion to strike items 12, 13, and 14 was made by Commissioner Witney seconded by Commissioner Ellertson. Motion passed 2-0

12. Set a Date, Time, and Location for a Closed Meeting for a Strategy Session to Discuss Pending or Reasonably Imminent Litigation

13. Set a Date, Time and Location for a Closed Meeting for a Strategy Session to Discuss the Purchase, Exchange, or Lease of Real Property

14. Set a Date Time and Location for a Closed Meeting for a Strategy Session to Discuss the Sale of Real Property

Committee went into closed meeting at 9:49 a.m.

Open session at 9:55

Working Days in the spring – We are looking at preliminary planning stages for our Working days in the spring.

MOTION: Motion to adjourn was made by Commissioner Witney, seconded by Commissioner Ellertson. Motion passed 2-0 meeting closed at 10:03 a.m.

**GOVERNING AUTHORITY BOARD OF WASATCH MENTAL HEALTH SERVICES
SPECIAL SERVICE DISTRICT**

MINUTES

October 22, 2014

PRESENT: LARRY ELLERTSON, CHAIR
DOUG WITNEY, BOARD MEMBER

ALSO PRESENT: Dianne Orcutt, Attorney
Juergen Korbanka, Executive Director
Ralf Barnes, Human Resource
Doran Williams, Care Manager
Todd Phillips, CFO

CLOSED BOARD MEETING

In accordance with the Utah Open and Public Meeting Act, a closed meeting was called by the Governing Authority Board of Wasatch Mental Health Services Special Service District in an closed meeting on October 22, 2014, for the purpose to discuss the Character, Professional Competence, or Physical or Mental Health of an Individual or Individuals.

In compliance with Section 52-4-7 (2) of the Act, the following minutes were recorded by the Governing Authority Board Clerk.

DATE: October 22, 2014
TIME: 9:49 AM
PLACE: Wasatch Mental Health Building, Board Room.

PURPOSE: _____, for the purpose to discuss the Character, Professional Competence, or Physical or Mental Health of an Individual or Individuals and Individuals.

Larry Ellertson, Chair
Governing Authority Board of Wasatch Mental Health Services
Special Service District

ATTEST:

Dawnalyn Hall, Clerk

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