

**40th Meeting of the
Maryland Community Health Resources Commission
Thursday, November 18, 2010
4:00 PM- 7:30 PM**

Chairman Hurson called the meeting to order at approximately 4:15 pm. In addition to Chairman Hurson, Commissioners Boyer-Patrick, Martinez-Vidal, McLellan, Roskos, Murray, Tildon, Wilson, and Hunter were in attendance. AAG Delia Schadt participated via phone.

MEETING MINUTES

Chairman Hurson asked for a motion to approve the minutes from the March 18, June 24, August 19 and October 5 Commission Meetings/Conference Calls. This motion was approved unanimously, without changes to the minutes.

GRANTEE PRESENTATIONS

Today's Commission meeting involved presentations by the following five grantees: Dorchester County Health Department (#09-005); Harford County Health Department (#09-007); Washington County Health Department (#09-009); Carroll County Health Department (#09-011); and Mid-Shore Mental Health Systems, Inc. (#09-014). These five grantees had submitted grant modification requests that had been approved, *by condition*, by the full Commission in a conference call on August 19. The conditional approval required the grantees to participate in site visits conducted by CHRC staff and to present the subject of the modification request before the full Commission today. CHRC staff conducted in-person site visits with each of the five grantees prior to today's meeting, and today's presentations represented the first full grantee presentation before the full Commission.

Dorchester County Health Department (#09-005). The grant modification request submitted by Dorchester County involved a request for the ability to use CHRC funds that had been previously awarded and distributed to the grantee in FY 2010, but had not been spent by the grantee. In addition to these unexpended funds, the grantee requested the award of approximately \$44,000 in FY 2011 funds (the final portion of the full grant award of \$222,000). Approval of the grant modification request would enable the grantee to "carry-over" approximately \$40,104 in FY 2010 funds that had been distributed but not been expended, and the continued award (and use) of FY 2011 funds (\$44,000) that had been previously awarded but not distributed. The use of these funds would represent a continuation of the purpose of the original grant proposal approved by the Commission in FY 2009, to provide mental health services to children in a school-based setting. The Commission approved today the grant modification request submitted by Dorchester County, which would enable the grantee to use a total of approximately \$84,101 in CHRC funds in FY 2011. The grantee has indicated that the

program would terminate at the end of FY 2011 (June 30, 2011). As a condition of the grant modification approval, the CHRC directed the grantee to update its grantee Milestone & Deliverable report, providing detailed projections of the number of children who will receive services under the grant, the types of services that will be provided, and the outcomes achieved in the program. In addition, the grantee will be required to submit a detailed, line-item budget showing the projected expenditure of CHRC funds. Moving forward, the grantee will be required to report the actual number of children served (which will be compared against the projected numbers), a narrative report summarizing major activities of the program, an expenditure report (with a line-item budget detailing how CHRC funds were utilized), and an invoice requesting payment of CHRC funds. CHRC staff will work with the grantee to develop an appropriate reporting schedule that reflects that the program will terminate at the end of FY 2011.

Harford Health Department (#09-007). The grant modification request submitted by Harford County indicated that the grantee would not be requesting the use of approximately \$85,138 in funds previously awarded by the Commission, reducing the amount of the total grant award to approximately \$136,759. These funds (\$85,138) have been returned to the Commission, and have been utilized to support other grant programs awarded by the Commission this year. The grant modification request indicated that the original intent of the grant approved by the Commission in FY 2009 was to expand access to school-based health services by increasing evening and weekend hours, and to help create a summer mental health program for a select group of at-risk youth. Harford County has indicated a desire, post the original grant award in FY 2009, to use grant funds to help cover the cost of purchasing clothing for at-risk children and to help promote “Community Nights” in Harford County. The expenditure of CHRC funds for these purposes did not appear to relate to the original purpose of the grant program that was approved by the Commission in FY 2009, and the Commission directed Commissioner Roskos and CHRC staff to perform an audit of current grantee expenditures, determine the status of this program, and report back to the full CHRC at its next meeting. Based on the findings of this site visit and audit of grantee expenditures, it is possible that the Commission may request the grantee to provide another briefing before the full Commission.

Washington County Health Department (#09-009). The grant modification request submitted by Washington County indicated that the grantee would not be requesting the use of approximately \$54,000 funds previously awarded by the Commission, reducing the amount of the grant award to \$216,000. These funds (\$54,000) have now been re-directed by the Commission to other grant programs awarded by the CHRC this year. In addition, of the total (adjusted) grant award of \$216,000, approximately \$140,690 has been previously distributed to the grantee but has been unspent by the grantee at this time. The Commission approved today the grant modification request, entitling the grantee access to the full \$140,690. The grantee has indicated that the program will terminate at the end of FY 2012 (June 2012), meaning the funds will be spent over a two-year period, in FY 2011 (\$70,345) and FY 2012 (\$70,345). As a condition of the grant modification approval, the CHRC directed the grantee to update its grantee Milestone & Deliverable report, providing detailed projections of the number of children

who will receive services under the grant, the types of services that will be provided, and the outcomes achieved in the program. In addition, the grantee will be required to submit a detailed, line-item budget showing the projected expenditure of CHRC funds. Moving forward, the grantee will be required to report the actual number of children served (which will be compared against the projected numbers), a narrative report summarizing major activities of the program, an expenditure report (with a line-item budget detailing how CHRC funds were utilized), and an invoice requesting payment of CHRC funds. CHRC staff will work with the grantee to develop an appropriate reporting schedule that reflects that the program will terminate at the end of FY 2012.

Carroll County Health Department (#09-011). The grant modification request submitted by Carroll County involved a grant awarded in FY 2009 to support Carroll County's Best Beginnings Program to provide access to comprehensive women's health services for uninsured women who are not eligible for Medicaid. The original grant was awarded in FY 2009 for a total of \$237,500, and of this total, \$87,500 has been paid and expended to date, leaving an outstanding balance of \$150,000. The grant modification request indicated that the grantee would not be requesting the use of \$47,500, thereby reducing the amount of funds available under the grant to \$102,500. These funds (\$47,500) have been returned to the CHRC and been re-directed by the Commission to support other grant programs. The grant modification request involved two parts: (1) Continuation of the Best Beginnings Program (the original program approved by the Commission in FY 2009), over a two-year period, with a potential budget of \$77,536 (approximately \$38,768 per year); and (2) Creation of the SART (Screening, Assessment, Referral, and Treatment) Program, a new program, not included in the original grant approved by the Commission. The CHRC approved part-one of the grant modification request, and voted to provide the funds (\$77,536) over a two-year period to support the Best Beginnings Program, but did not approve the expenditure of funds to support the SART Program, as this program was tantamount to a new grant award, outside the appropriate scope of a grant modification request. The Commission expressed support for the concept of the SART Program, and encouraged Carroll County to apply for another grant from the Commission in the future. As a condition of the grant modification approval, the CHRC directed the grantee to update its grantee Milestone & Deliverable report, providing detailed projections of the number of women who will receive services under the grant, the types of services that will be provided, and the outcomes achieved in the program. In addition, the grantee will be required to submit a detailed, line-item budget showing the projected expenditure of CHRC funds. Moving forward, the grantee will be required to report the actual number of children served (which will be compared against the projected numbers), a narrative report summarizing major activities of the program, an expenditure report (with a line-item budget detailing how CHRC funds were utilized), and an invoice requesting payment of CHRC funds. CHRC staff will work with the grantee to develop an appropriate reporting schedule that reflects that the program will terminate at the end of FY 2012.

Mid-Shore Mental Health System, Inc. (#09-014). The grant modification request submitted by Mid-Shore involved the permission to use grant funds to purchase a second piece of videoconferencing equipment and to expand access to the program to four

additional jurisdictions (Cecil, Worcester, Somerset, and Wicomico Counties). CHRC grant #09-014 was awarded for a total of \$166,500, and the CHRC voted to award the final portion of the grant award (\$33,000, in FY 2011 funds). The grantee has indicated that the grant program is scheduled to terminate June 2012 (end of FY 2012). The Commission approved the grant modification request, and directed the grantee to continue to submit future Milestones & Deliverables, narrative reports, expenditure reports, and an invoice requesting the payment of CHRC funds.

PATIENT-CENTERED MEDICAL HOME PROGRAM

The Commission voted earlier this year to award approximately \$300,000 in CHRC FY 2011 funds to support the Administration's Patient-Centered Medical Homes Program (PCMH). As outlined in HB 929 signed into law earlier this year, CHRC funds will be used to support the "transformation" component of the Program, and to assist safety net providers and practices who are selected by the Maryland Health Care Commission (MHCC) to participate in the program. The CHRC indicated that use of its funds to support PCMH transformation would need to support the fundamental policy mission of the CHRC, namely to assist safety net providers who serve the uninsured, low-income Marylanders, and special populations. Mr. Ben Steffen, MHCC, provided a detailed update on the status of the PCMH Program, and he thanked the CHRC for its support of the Program. The CHRC directed Commissioner Martinez-Vidal and CHRC staff to develop an MOU with MHCC documenting how CHRC funds would be used to support the Program and work with MHCC to develop a detailed budget for expenditure of CHRC funds. MHCC and CHRC staff indicated at today's meeting that the interagency conversations are ongoing, and the CHRC may wish to invite Commissioner Martinez-Vidal, CHRC staff, and Mr. Steffen to provide a briefing on the language of the MOU and projected budget at a future CHRC meeting.

EXECUTIVE DIRECTOR'S REPORT

Mark Luckner, Executive Director, CHRC, provided an update on primary activities undertaken by CHRC staff since the last full Commission meeting on June 24, 2010. These activities included conducting grantee site-visits, scheduling public press events, and convening ongoing meetings to discuss reform implementation among the Department of Health & Mental Hygiene (DHMH), Federally Qualified Health Centers (FQHCs), Local Health Departments, and the CHRC. In addition, the CHRC has been actively participating in the Public Health, Safety Net and Special Populations Work Group of the Health Care Reform Coordinating Council.

GRANT ADMINISTRATION AND ADDITIONAL GRANT MODIFICATIONS

CHRC staff briefed the full Commission on the status of ongoing grant administration and grant awards, and this analysis indicated that one grantee, the Frederick County Health Department (#09-006), would not be utilizing the final \$100,000 of its total \$500,000 award. The Commission approved the CHRC staff recommendation that Frederick County submit a grant modification to the Commission, and that the final \$100,000 in FY 2011 funds not be awarded to the grantee. This action taken by the Commission will enable the CHRC to utilize these funds for other purposes in FY 2011. In addition, the Commission acted on the following two grant modification requests in today's meeting:

- (1) **Union Memorial (#07-011)** submitted a grant modification for a four-month extension to use the remaining grant funds to continue the program, and the Commission approved this request.
- (2) **Montgomery County (#09-008)** submitted a grant modification request to "carry over" unexpended funds into FY 2011 and extend the duration of the program. The Commission voted to adopt the CHRC staff recommendation that the grant modification request be held by the Commission, and the grantee be invited to present before the full Commission at a future meeting.

The meeting adjourned at approximately 7:15 pm. The Commission's next meeting will be in January, 2011.