

**EXECUTIVE COMMITTEE**  
**January 6, 2017**  
**TELECONFERENCE CALL 3:00pm**

**MINUTES**

**MEMBERS PRESENT:**

James Tomarken, MD  
Anthony Santella, PhD  
Anthony Marmo  
Joseph Pirone  
Katelin Thomas  
James Colson

**MEMBERS ABSENT:**

Lawrence Eisenstein, MD  
Katie Ramirez  
Darlene Rosch. Esq.  
Nancy Duncan  
Angie Partap

**STAFF**

Georgette Beal, UWLI  
JoAnn Henn, UWLI

**STAFF ABSENT**

Carolyn McCummings, NCDOH

**I. Welcome & Introductions**

Ms. Beal called the January 6, 2016 Executive Committee conference call to order at 3:00pm and welcomed everyone. This was followed by introductions.

**II. Approval of November 1, 2016 Executive Committee Minutes**

Dr. Tomarken was mistakenly listed as present on the November 1<sup>st</sup> minutes. A motion was made by Ms. Thomas and seconded by Mr. Pirone to accept the corrected minutes.

4 abstentions      0 Opposed      2 approved. Motion carried

**III. Approval of January 11, 2017 Planning Council Agenda**

The Planning Council agenda will include the reallocation of FY16 funds and an annual member orientation in addition to the administrative update, and committee reports. A motion was made by Mr. Pirone and seconded by Dr. Santella to approve the January 11, 2017 Planning Council agenda.

0 Abstentions      0 opposed      6 Approved. Motion carried.

**IV. Administrative Update**

A copy of the Reallocation Funding Chart, which will be presented at the next Planning Council meeting, was reviewed. According to the Reallocation Chart, more funds were requested than were returned, with the majority to be allocated to Medical Transportation and Medical Case Management.

Medical Transportation (which is a support service) requested additional funding ((\$20,322) due to increased utilization. The program made this request in order to provide projected transportation services through the end of the contract year. This will result in increased units of service for the year. This is an important priority since it is the only way many clients can get access to the care that they need.

Medical Case Management- programs are requesting one-time costs (42,156) for increased service utilization and minor costs to update antiquated computer equipment (considered as supplies). Costs will not cause programs to exceed the administrative cap and are allowable.

\$7,597 is the proposed amount to be reallocated to Medical Case Management. \$4,850 was shifted from one MCM program to another as allowable.

Mental Health Services- Funds (\$5,116) were requested for additional group clinical education/interventions at mental health sessions. Programs requested one-time costs to upgrade outdated computer equipment (considered as supplies) in order to be compatible with EHRs and newer versions of data collection software.

It was recommended that any remaining funds returned before February 15, 2017 be reallocated to MCM, Medical Transportation or ADAP. No funds were returned under MAI, so no reallocation is needed. After approval of the reallocation at the Planning Council meeting, agencies will be informed that requests have been approved.

A **motion** was made by Mr. Pirone and seconded by Dr. Santella to approve the reallocation.

1 Abstention            0 Opposed            5 Approved            Motion Carried

Core Services Waiver- There was a discussion as to whether to continue with plans to apply for the waiver. Approval of the waiver will provide more flexibility of the 75/25% Core/ Supportive Services requirement. The SAP committee voted on 76/24% breakdown. Most of the EMAs and TGAs have waivers. If the application is approved and the waiver not used, there is no penalty involved. The decision was to continue with plans to apply for the waiver.

Ms. Beal informed the committee that partial funding for FY17-18 will be awarded. Closeout for FY16-17 has been moved up significantly from previous closeout timeframes. Agencies have been notified.

**V. PC Membership Update-**

No new Planning Council applications have been received.

**V. Adjournment**

Motion was made by Ms. Thomas and seconded by Mr. Marmo to adjourn the January 6, 2017 Executive Committee meeting. The next Conference call date is Wednesday, March 1, 2017 at 3:00pm.