

Staff Meeting Minutes
June 9, 2020
via Zoom

1. Dr. Berry announced that staff meetings will be held virtually on the second and fourth Tuesdays from 8:15 a.m. to approximately 9:00 a.m., unless otherwise noted.
2. Wellness Tip: Jim Foley – Practical Tip – When using hand sanitizer, it must remain on your hands long enough to kill the germs. Mental Health Tip – If you are feeling anxious about things reopening, turn your worry into planning. Make a list of things that would make you feel safe to go back to normal.
3. Waiting List: Counseling & Psychotherapy – 0; Adult CPST – 0; Kids CPST – 16; HBI – 22; Adult Psychiatry – 11; Kids Psychiatry – 0; Residential Treatment – 3 (1-North; 2-Portage); Residential Support – 3 (2-Nold; 1-Parkview); SAMI – 0, Employment – 0
4. We Welcome:
 - Ben Key, LPC – Outpatient Therapist
 - Nicole Holman – Outpatient Intern (formerly Practicum student)

Congratulations:

- David Wamsley – for obtaining his Supervisory Designation (LPCC-S)
- Katelyn Wamsley – for obtaining her Supervisory Designation (LPCC-S)
- Jennifer Sanders – for obtaining her Ohio Infant Mental Health Practitioner Level III (the only person in our 11 county region to have achieved this!)

Transitions:

- Dr. Mohan has reduced his days from 3 days a week to 2
- Andrew Joseph-Kemplin will be leaving the agency on June 26th

5. Community and Workshop Announcements:
 - Help Me Grow is offering a variety of virtual services. You can find more information about this on their website or posted in Medical Records.
 - OneEighty, AnaZao and the Counseling Center have joined together in offering two free 30 minute telehealth sessions to any member of the community who requests them through June 30. These would be supportive sessions and could be conducted with the recipient remaining anonymous. The MHRB will help

financially support this effort. The request for this service has been low at all agencies.

6. Administrative staff have been attending weekly teleconference meetings coordinated by the Wayne County Emergency Management Office. A number of community providers participate and the meetings provide an opportunity for collaboration regarding resources and services.
7. May is Mental Health Month, and the agency typically conducts a fund drive to coincide with this. This year we asked our donors to fulfill our COVID-19 needs of PPE and technology. We usually ask staff to participate as well, but in light of the pandemic we recognize that not everyone may be in a position to do so. If you are able and willing to donate, please submit your donations to Bonnie Nair.
8. The Orrville Area United Way has named Dawn Cazzolli, formerly of the Child Advocacy Center, as their new Executive Director.
9. Leggett discussed our financial situation. Revenue in April was down 34% due to the pandemic and telehealth. Year to date we are -\$240,000. We received a Paycheck Protection Loan in the amount of \$984,700. If all funds can be used for allowed expenses, the loan will be forgiven. This will be of great assistance to cover the financial losses we anticipate in FY20 as a result of COVID-19. Also, the Center received an allocation of \$30,000 from the MHRB to assist with telehealth equipment and support. Another \$72,000 was allotted to Crisis Flex Services from MHRB. The Wayne County Community Foundation awarded the Center \$5,000 to assist with COVID-19 related expenses. We have received \$28,270 from the Federal Communications Commission and \$2,000 from Orrville United Way. We have applied for \$10,000 from the Small Business Administration for an Economic Injury Grant and an Ohio Mental Health and Addiction Services Residential Care Grant in the amount of \$850. These allocations will be important to fill the gaps and additional expenses caused by COVID-19. However, productivity will be closely monitored going forward as we strive to keep revenues adequate to meet expenses.
10. Dr. Berry has been participating in weekly meetings with the MHRB and the Ohio Council. We are not alone in our financial struggles. Conversion to virtual services and the need to purchase equipment to do so has created financial challenges. DeWine announced a \$210 million Medicaid budget cut for the rest of FY20 which did not affect us directly. But we do not know how the proposed state budget cuts for FY21 might impact us. Additionally the MHRB has informed provider agencies that we will be flat funded for FY21.
11. We have contracted with a consulting firm, Coding Advantage, to assist us in billing and in our efforts to collect aging accounts denied by the Medicaid managed care companies. The Department of Medicaid identified significant reimbursement problems going back to July, 2018, when agencies began billing the managed care companies. Agencies have until June 30 to resubmit rejected claims.

12. Certificates of Appreciation were read.
13. A Staff Compliment was read.
14. Diane will be discussing Credible more next week, but says we are currently tweaking things as they come up or fixing things when we spot a problem.
15. We plan to purchase smartphones for clinicians to use to communicate with clients. These will be a secure way to text, call and provide telehealth services. We will be creating a script for the voicemail message on these phones, and staff will be required to sign a form that they are responsible for their phone. We hope the phones will arrive soon.
16. In our plans for reopening, we are taking a cautious approach, and looking to the health department for guidance. We need adequate supplies of PPE before we open. We have put up barrier shields in some areas and hope to purchase some portable ones. The ability to bill Medicaid for telehealth counseling and case management expires on July 17 and we hope there will be an extension. We are working to reopen in July. We want things to increase on a safe level with actions like staggering appointments and requiring clients to wear masks. This will be discussed further at the next staff meeting.
17. Please let Dave Stauffer know if there is any PPE or supplies that you need.
18. As part of their annual allocation, United Way of Wayne and Holmes Counties granted our request for \$20,000; \$10,000 for outpatient counseling and \$10,000 for employment. The Orrville Area United way allocated \$8,000 to provide services to the Orrville area community.

Submitted by:
Bonnie Nair