

# ***Mental Health Crisis Center Advisory Board***

## ***Meeting Minutes***

**04/12/2017**

**12:00pm**

**MEMBERS PRESENT:** Bill Avery, Tim Kennett, Scott Etherton, Ruth Lavin, Arnold Remington, Gail Anderson

**MEMBERS ABSENT:** Tom Cardwell, Phil Tegeler, Terri Burchess

**OTHERS PRESENT:** Mary Rittenburg and therapy dog Eddie, Debra Haeffner

*Advance public notice of the Advisory Board Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site on April 11, 2017.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 12:05 p.m.

**I. Approval of minutes of the March 12, 2017 Advisory Board.**

**Motion:** Anderson moved Lavin seconded approval of the March 12, 2017 Advisory Board minutes. Avery, Kennett, Etherton, Lavin, Remington, Anderson voted yes. Motion carried 6-0.

**II. Introductions**

Guests in attendance to the meeting today from The Bridge Behavioral Health were Mary Rittenburg who is Peer Coordinator and one of the therapy dog handlers, along with Eddie the Therapy Dog. Everyone enjoyed meeting the mild-mannered Eddie. Mary answered many questions and provided a clearer understanding of what Eddie's role is at The Bridge. Eddie will be incorporated into the milieu of the Crisis Center as soon as the appointed handlers from staff are trained. By all reports Eddie has had a very positive impact on folks.

**III. Mental Health Crisis Center Current Status**

**a. Building – Repair status:** Continuing to work on getting things done via contractors.

**Heating & Cooling ~ Maintenance** is beginning its seasonal checks of the cooling system and before long the building that was once the old jail is going to be coming on-line also. That

presents the possibility for re-adjustment of the 825 J building's climate control system.

Locks ~ Same ones continue to be in repair status.

#### **IV. County Board Agenda Items**

- a. **Budget Update:** Target budget is to come in at 97%. Review of the service-based budget handout. Hearings for budgets will begin soon and will allow for more presentation time. Crisis Center is slated for Mid May hearing.
- b. **Electronic Health Record Software/Contract Follow –up:** Credible contract was received and forwarded to the County Attorney and Purchasing agent for review. If all the standards necessary are met the next plan will be to move forward with a purchasing agreement. If not; back to the drawing board.

#### **V. Miscellaneous**

- a. Severe injury to a Team Supervisor puts the Crisis Center at a loss of necessary manpower for and estimated two months.
- b. No legislative bill this round directly effect this agency.
- c. Concerns from LPD regarding some incidents of lag time during the admission process. Will review the time frame and cases for causes that can be addressed.
- d. Region V is looking at the Fremont County Hospital's 20 bed psychiatric unit that has been up and running for about a year. The Region may contract with them for inpatient commitments when the emergency system is at capacity.
- e. A brief comment about the LRC Safe Keepers Program and how that could be impacting the Crisis Center was made. This topic will be tabled for next meeting.

Meeting adjourned by the chair at 1:13pm.

**DATE OF NEXT MEETING:** May 10, 2017 at noon

**LOCATION:** 825 J Street

Department	Division	Mandated by ...	Service	Basis of Estimate	Total Estimated Costs	Salaries & Benefits	Operating Costs	Contracted Services	Capital Outlay	Additional Staffing	Unresolved Issues	Total w/ Additional Staffing and Unresolveds Issues	Total Estimated Revenue	Non-Mandated	Unfunded Mandates
			<b>Service</b> - A series of Activities that provide direct benefit to, or interaction with the citizens, or inner workings of the county government.	<b>Basis of Estimate</b> - A description explaining the rationale for the skills, experience and number of staff as well as other resources needed to perform the stated Service.		<b>Salaries &amp; Benefits</b> - Total amount needed to perform Service	<b>Operating Costs</b> - Total amount needed to perform Service	<b>Contracted Services</b> - Total amount needed to perform Service	<b>Capital Outlay</b> - Total amount needed to perform Service	Amount needed for additional staffing requested.	Amount needed for enhancements to funding for Services or Functions.		Amount expected to receive by Service	Identify services that are not mandated (N)	Identify unfunded mandates (U), services provided to/for the State that are not adequately funded (AF), and fees that can't be increased to cover costs due to statutory limits (S)
Mental Health Crisis Center	7851	State Statute	Safety, Stabilization,	Provide safe & secure screening, intake, custody, observation & discharge planning for clients admitted under the NE Mental Health Commitment Act from 16 counties in Region V area. Mental Health Technicians and Team Supervisors provide 24/7 coverage for over 600 admissions/discharges yearly where clients stay an average of 6 days.	\$1,413,602	\$1,332,964	\$80,637					\$1,413,602	\$611,672		
Mental Health Crisis Center	7851	State Statute	Evaluation	Provide medical/psychological examinations within 36 hours of admission for County Attorneys. Provide on-going evaluative and stabilization of psychiatric symptomology and functioning. Provide professional testimony for Mental Health Board hearings. Substance abuse evaluations performed as needed.	\$453,554	\$350,341	\$28,212	\$75,000				\$453,554	\$816,259		
Mental Health Crisis Center	7851	State Statute	Building & Maintenance, Insurance	Provide a safe and secure environment to support the functions of the facility.	\$308,992		\$308,992					\$308,992			
Mental Health Crisis Center	7851	State Statute	Administrative	Provide supportive functions required to operate the facility	\$460,099	\$432,611	\$27,487					\$460,099	\$1,000		
Mental Health Crisis Center	7851	State Statute	Health	Provide intake and on-going assessment of physical, psychological needs, medication documentation and medication administration. Coordination of care with all staff and discharge planning. Provide or arrange for other care as necessary.	\$592,774	\$493,311	\$99,462					\$592,774	\$611,672		
					\$0							\$0			
					\$0							\$0			
<b>TOTALS BY DEPARTMENT</b>					<b>\$3,229,019</b>	<b>\$2,609,228</b>	<b>\$544,791</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,229,019</b>	<b>\$2,040,603</b>	<b>\$0</b>	<b>\$0</b>

**LANCASTER COUNTY**

Budget Summary		Current Year Budget FY17	97% of operating & capital base		FY18 Budget Request	% Change in Budget FY17 to FY18	Request Amt Over/(Under) 97%
Salaries & benefits		\$2,556,937			\$2,623,999	2.6%	
Operating & capital outlay - base		\$600,180	\$582,175		\$605,019	0.8%	\$22,844
<b>Total Budget</b>		<b>\$3,157,117</b>		\$71,901	<b>\$3,229,018</b>	<b>2.3%</b>	

Object #	Object Description	Prior Year FY16 Actuals	Current Year Budget FY17	Current Year FY17 To-Date Actuals	Projected FY17 Actuals to Year- End	Next Year FY18 Budget Request	% Change in Budget FY17 to FY18
63250	Laundry Supplies	216	300	161	215	250	-16.7%
63410	Medical Supplies	5,033	6,000	2,988	3,984	4,000	-33.3%
63470	Employee Immunizations	0	500	136	181	250	-50.0%
63510	Motor Fuels	24	250	55	74	150	-40.0%
63970	Misc Kitchen Supplies	4,098	3,500	2,208	2,943	3,000	-14.3%
64175	Comput Softwr Maint/License	13,602	100,000	40,430	53,906	70,000	-30.0%
64286	VOIP Information Services	0	4,055	2,365	3,154	3,999	-1.4%
64725	Mileage	26	250	0	0	50	-80.0%
64855	Postage	605	1,000	373	497	750	-25.0%
64910	Printing	470	500	19	25	350	-30.0%
64915	Photocopying	3,404	4,000	2,781	3,708	3,000	-25.0%
65110	Medical Services	1,525	4,500	2,437	3,249	3,500	-22.2%
65140	Employee Physicals	272	500	177	236	250	-50.0%
65145	Hospitalization	9,661	50,000	6,289	8,385	10,000	-80.0%
65155	Laboratory	1,392	1,700	611	814	1,000	-41.2%
65174	Substance Abuse Evaluations	0	25,000	15,140	20,187	22,500	-10.0%
65195	EPC Housing	17,942	22,000	15,471	20,628	20,000	-9.1%
65215	Client Food	31,259	36,000	26,717	35,623	35,000	-2.8%
65235	Client Transportation	149	2,000	442	589	1,000	-50.0%
65250	Client Sundries	1,033	1,250	721	962	1,000	-20.0%
65670	Enrollment Fees & Tuition	1,836	3,000	45	60	1,500	-50.0%
65740	Interpreter	523	3,000	200	267	1,500	-50.0%
65910	Property Insurance	0	1,804	0	0	582	-67.7%
65920	Vehicle Insurance	707	777	713	951	749	-3.6%
65935	Other Insurance	0	100	0	0	33	-67.0%
66210	Motor Vehicle R&M	284	1,000	85	113	750	-25.0%
66520	Building Rent	108,589	170,400	109,856	170,400	259,613	52.4%
67465	Furniture & Fixtures	1,890	6,000	2,605	3,474	1,000	-83.3%

Object #	Object Description	Prior Year Actuals FY15-16	Current Year Budget FY16-17	Current Year YTD Actuals FY16-17	Projected Current Year Final Actuals	Next Year Requested Budget FY17-18	% Change in Budgets FY16-17 to FY17-18
54265	Medicaid	(401,530)	(375,000)	(282,139)	(423,208)	(400,000)	6.7%
54275	Medicare B	(45,287)	(50,000)	(24,276)	(36,414)	(50,000)	0.0%
54520	State 302 Funds Region V	(1,239,126)	(1,017,516)	(1,034,786)	(1,034,786)	(1,017,516)	0.0%
54525	Region V Post Commitment	(116,960)	(100,000)	(56,885)	(85,328)	(90,000)	-10.0%
54576	Alcohol Evaluations	(163,506)	(154,587)	(98,374)	(147,560)	(154,587)	0.0%
55610	Client Private Pay	(3,282)	(5,000)	(2,721)	(4,082)	(5,000)	0.0%
55630	Client Insurance	(91,506)	(150,000)	(73,668)	(110,502)	(150,000)	0.0%
55830	County Contract Revenue	(135,567)	(165,000)	(113,646)	(170,469)	(170,000)	3.0%
58595	Other Miscellaneous Revenues	(16,974)	(1,000)	(4,789)	(7,183)	(2,500)	150.0%
59110	General Fund Transfers	(550,000)	(893,575)	(500,000)	(893,575)	(893,575)	0.0%
		<b>(\$2,763,738)</b>	<b>(\$2,911,678)</b>	<b>(\$2,204,532)</b>	<b>(\$2,932,980)</b>	<b>(\$2,934,178)</b>	