

**CALVERT COUNTY HEALTH DEPARTMENT  
LOCAL BEHAVIORAL HEALTH AUTHORITY**

P.O. Box 980  
Prince Frederick, Maryland 20678

Laurence Polsky, MD, MPH, F.A.C.O.G  
Health Officer

Andrea McDonald-Fingland LCSW-C  
LBHA Director



**STATE OF MARYLAND**

Phone (443) 295-8584

Washington Area (301) 855-1353

Baltimore Area (410) 269-1051

Fax (443) 968-8979

[www.calverthealth.org](http://www.calverthealth.org)

**Calvert County  
Local Drug and Alcohol Abuse Council  
Meeting Minutes  
04/08/2020**

**COUNCIL MEMBERS PRESENT:**

Andrea McDonald-Fingland, Cynthia Middleton, Wayne Millette, Katie Wandishin, Kristy Kidwell, Joshua Underwood, Doris McDonald, Sara Haina, Megan Sarikaya, Karen Carloni, Dave Spigler, Danielle Russell, Jennifer Moreland, Jennifer Edwards, Katrina Drew, Patrick Loveless, Ashely Staples-Reid.

**I. WELCOME, INTRODUCTIONS**

**II. REVIEW AND APPROVAL OF DECEMBERS MINUTES.**

- December and February meeting minutes attached to the meeting invite for approval
  - December Meeting minutes Approved
    - Motion to approve, #1- Jennifer Edwards, #2 Dave Spigler
    - All In Favor- 0- Nays, 0- Stays
  - February Meeting Minutes approved.
    - Motion to Approve, #1- Jennifer Edwards, #2 Doris McDonald
    - All In Favor – 0- Nays 0- stays

**III. DIRECTORS UPDATE**

- All LBHA Staff are Teleworking, with the exceptions of one person checking the mail and faxes daily. All Office lines have been forwarded to our cell phones so, there should not be any issues contacting any of the LBHA Staff.
- **COVID-19-** LBHA Team are meeting with Local Providers weekly to discuss what they are doing, what we can assist with, what they may need assistance with, and resources available in order to be able to provide services during this crisis. We have to ensure not only client safety but Staff safety as well. Utilize telehealth and telework as much as possible. BHA is holding weekly meetings to help providers through this time. Open For Questions- None at this time.

- **Annual Plan Review Update:** Great Review, Everything went well, BHA was very pleased. A couple of small changes and errors noted for change next year. Treatment plan had great feedback, Data section review asked for more attention to detail, CLC section review asked for more elaboration. LBHA is currently planning/preparing for FY21, a lot of proposals due, PATH, SOR, and BUP.
- **Coordinator Updates:**
  - **Cynthia Middleton –**
    - Working On a lot of RRP’s referrals. Excited to announce the first transgender placement. County has one Intensive opening. The last General spot has been filled.
    - SMCN is doing great with telehealth during this pandemic, Monthly STATS look great!
    - MCF- Doing great and are already at 90% of their Performance measures
    - Consumer Support Funds for Child & adolescents- Unsure what will happen with the remaining funds Due to COVID-19 regulations and that the majority of the funds are used for Summer Camps, Bowling and other extracurricular activities for our youth within the last few months of the FY.
  - **Andrea McDonald-Fingland- Training opportunity-**
    - With the current crisis we are utilizing Virtual Trainings – 80 person training on the Effects of Substance Use Disorder on Children and Families. Available to Tri-counties. It is great virtual training with CEU’s. Most agencies are utilizing the Virtual format option for trainings, meetings etc.
  - **Wayne Millette –**
    - On Our Own is still open utilizing reduced hours and are only allowing individuals who are living on the street, so they can shower, have a meal and wash their cloths, currently their hours are 9 to 1
    - OPTUM now has a procedure in place for all uninsured processed either for mental health and or substance abuse
    - If any of our providers in the county request an uninsured, they do need to go through our office, we have had 7 since OPTUM has replaced Beacon, all have been processed
    - Along with the stats, please also include an email identifying the changes on how the program continues to meet the needs for the community
    - A good example on why we need the email, District court has closed down, and our court assessor numbers will be affected by this,
    - Quarterly bus passes are ready to be picked up at the Health Dept.,
    - \$20.00 bus passes are still available also, still only allowed one per month, we have not received any 10 ride bus passes from DSS
  - **Katie Wandishin-**
    - Katie introduced herself as the newest BH Coordinator on the LBHA Team. Katie is excited be here and gave some background on herself within the BH field of work.
      - **Recovery Residence-**
        - Those without a job, must stay home
        - Sanitation stations outside of home prior to coming inside

- Getting take-home MAT and locking up
- Try to develop structure- creative ideas for keeping residents busy
- Board games, chores, outdoor activities
- Only one person goes to get essentials- groceries
- Make meals for residents if possible
- Suspend overnights & prohibit visitors- utilize telecommunication
  - Outpatient Treatment Centers
    - Telehealth services- Microsoft Teams, telephone services for individuals w/o access to technology
    - Social distancing
    - Screening
- Limit groups to less than 10
- Random calls for urinalysis- one person at a time

#### **IV. WORK GROUP REPORTS**

- By-Laws Workgroup- Danielle Russell: At last workgroup, we combined the MH and LDAAC Memberships to discuss, decide and to be sure the minimum membership positions required on both sides are being met. Before asking LDAAC approval, we will ask Jennifer Moreland to review. This is again the minimum and we can expand if need be.
- Messaging Workgroup- We are in the process of formatting LBHA brochures. We have realized there is not enough content for a brochure and decided to use a postcard instead. Once the approval is given we will print and disperse them. We are creating brochures for all BH providers in the county. This will basically give people the full picture of what is available in Calvert County. Another area of discussion is creating Case Management brochures.
  - Review and Approval of the LBHA Brochures:
    - Jennifer Edwards noted there is nothing on the brochure about CIC/Domestic Violence and Crisis services- Andrea McDonald-Fingland suggested a Crisis Services brochure- Council was asked for recommendations on whether to remove some of the out of county services to add CIC or to create a Crisis brochure. Doris McDonald to take out the out of county info and add CIC. Also discussed was whether to include which providers offer telehealth in a smaller format.
  - Vote to Approve with amendments/ recommendation to take out, out of county services, add CIC services and shrink telehealth portion.  
Motion to Approve - #1 Richard Spigler -#2 Jennifer Edwards, All in favor-

0-nays and 0-stays.

## V. MEMBERSHIP RECRUITMENTS

- Announced Richard Spigler will be retiring from the board after at the end of this fiscal year. LBHA is hoping to do an end of year luncheon to celebrate his retirement and for our final board meeting.
  - Discussion of the membership breakdown and vacancies, there is an attached document listing all current filled positions and those that are vacant. Yellow highlighted areas are the vacancies. The Council discussed possibilities for vacant positions and updated any information on other member's positions. Asking Current Board members to actively recruit. And any person leaving or timing out should then recruit to fulfill that position within the Council. It was noted our County executive position is held By Jennifer Moreland and Julie Mashino. Council Agreed to remove the Governing Body position.

## VI. MEMBER UPDATES

- **Patrick Loveless (District Courts)** – District courts are closed until May 1, 2020. All clerical staff are on a skeleton schedule, utilizing the Drop box and checking the box hourly. Commissioners are only handling
- **Richard Spigler- (Veterans Affairs)** – Spiggy was able to contact someone to set up a tour of the new VA Walk-in Clinic in Lexington Park. However, Due to the COVID-19 pandemic that tour is no longer an option at this time.
- **Jennifer Edwards (CIC)** – Although the office is physically closed, all staff are available via teleworking. They are holding weekly virtual staff meetings. The 24 hr hotline is still under regular operation. Jennifer stated they have seen a drop in Domestic violence calls, and believes this is due to people being stuck in the house with their abuser. There is a Virtual Abuser Intervention group to utilize. April is Sexual Assault month.

- **MEETING ADJOURNED**
- **Next LDAAC Meeting – June 10, 2020**

*Respectfully Submitted,  
Kristy Kidwell*