

# FOREST-WARREN COUNTY HUMAN SERVICES

285 HOSPITAL DRIVE  
WARREN, PA 16365

## Warren County Commissioners

Benjamin Kafferlin, Chair  
Tricia Durbin  
Jeff Eggleston

Ronna Tipton  
Human Services Director  
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## Forest County Commissioners

Mark S. Kingston, Chair  
Basil D. Huffman  
Robert J. Snyder, Jr.

Single County Authority for Drug & Alcohol Services  
Betsy A. Miller, SCA Director

ATOD/MH/DD Advisory Board Meeting Minutes  
Tuesday, October 5, 2021  
Human Services 12:00 p.m.

**Present:** Commissioner Eggleston (via Zoom), Amanda Hetrick, Pam Khare (via Zoom), Judy McDaid (via Zoom), Lily Morse (via Zoom), Danell Sowers (via Zoom), Jessica Uber (via Zoom)

**Absent:** Alyce Busch, Spencer Duffee, Shirley Edmondson, Commissioner Huffman

**Staff Present:** Ronna Tipton, Julie Lacki, Betsy Miller, Annette Miller, Recording Secretary

**Ex-Officio:** Cheryl Burton

**Guests:** Brian Smith (via Zoom), Lisa Babo (via Zoom)

## I INTRODUCTIONS

- Amanda Hetrick called the meeting to order.

## II MINUTES

- A quorum was present and Amanda Hetrick asked for a motion to approve the minutes from July 6, 2021, the minutes from August 3, 2001, and the minutes from September 7, 2021. A motion was made and seconded to accept all of the minutes, all were in favor and the motion carried.

## III TREASURER REPORT

- Ronna did not have the most current bank statement to provide a balance. Amanda asked for a motion to approve the Red Ribbon Week expenditures of approximately \$220.00. A motion was made and seconded to approve the expenditures, all were in favor and the motion carried.

## IV STATISTICS, FOREST & WARREN SAP – Available in packet

## V CONSUMER/FAMILY CONCERNS

- Ronna Tipton gave the Consumer/Family Concerns report. The elderly mother of an ID client has a concern regarding in home care, as she is unable to care for her daughter. Current in home workers are ill and we are working with CRI to find other workers.
- State Police contacted us regarding a young man found walking down the road, who was homeless. We were able to place him at a hotel for two nights and then moved him into Transitional housing.

## **VI UPDATES**

### **a) ATOD**

- Betsy Miller gave the ATOD report. Requests for a Forensic Case Manager and additional Prevention Services were submitted, both will be funded with the new funding source she discussed last month. Responses to questions were re-submitted to DDAP.

### **b) MH**

- Ronna Tipton gave the MH report. OMHSAS issued a bulletin regarding telehealth going forward and the parameters for mental health. The bulletin was then rescinded and telehealth can now continue as it was during the COVID emergency until March 2022. This will give the providers more time to prepare.

### **c) DD/EI**

- Ronna Tipton gave the DD report. A new Supports Coordinator was hired and will start once her clearances are complete.
- Ronna Tipton gave the EI report. They have an upcoming pre-verification on October 26, 2021 for the yearly verification and licensing process.

### **d) Managed Care**

- Ronna Tipton gave the Managed Care report. BHARP staff and Board members are still learning and things are going well with taking over the contract for behavioral health services. We have the opportunity through the contract to receive some administrative revenue with our new responsibilities. There is an upcoming training to help us understand what the billable services are that we can bill to offset our administrative costs specific to the contract.

### **e) Human Services Plan**

- Ronna Tipton gave the Human Services Plan update. The plan awaits approval.

### **f) Other**

- Ronna shared that the ERAP 1(Emergency Rental Assistance Program) in Warren County has dispensed \$904,000.00. She does not have the figures for Forest County. The program could pay for fifteen months of rent and utilities. The EARP 2 funds are at the county level but there are no guidelines to disperse yet. The money can help with an additional three months.
- Forest Warren Human Services has aligned it's website with the Warren County website. Forest County will be adding a link to the FWHS site.

## **VII Nominating Committee**

- The Nominating Committee consists of Commission Eggleston, Danell Sowers, and Amanda Hetrick. They will schedule a meeting to discuss recommendations for potential members for the two vacant seats and recommendations for 2022 Officers.
- Board members whose terms will end 12/31/21, Pam Khare, Danell Sowers, and Amanda Hetrick, all indicated they would be willing to continue. A Board vote will be needed.

## **VII ADJOURNMENT**

- Amanda dismissed the meeting.
- Next Meeting is November 2, 2021.

Respectfully submitted,

*Annette Miller, Recording Secretary*