



## Meeting Minutes

Minutes of : Executive & Admin Committee Mtg.  
Date: November 28, 2011

Present: John McDonald, Edith Chutkow, Anne Rollins, Peter Walentisch, Barbara Burge, David Coe, Keith German, Debbie Townsend-Pittman, Dan Longo, Nancy Shackleford, Jennie Keesee

Absent: Sam Lazarus, Charles Mcadams

### 1. Call to Order

The meeting was called to order at 4:00 p.m. The Minutes of the May 23, 2011 meeting were approved as submitted.

### 2. Old Business

### 3. New Business

#### October 31, 2011 Board Financial Report

Mr. German presented the Board Financial Report ending October 31, 2011. It was noted that fees are lower due to paybacks identified by agency staff. The agency is looking closely at controlling costs for the budget year.

#### FY 2012 Q1 Corporate Compliance Report

This report was reviewed by the Committee. Mr. German reported that the agency had recently revised the definition of a medication error to be more accurate following minimum standards. Previous numbers in this area were high.

#### Medicaid Managed Care

Mr. Coe reported that we are still awaiting the RFP from DMAS. There are currently three providers putting in proposals; Value Options, Magellan and a group out of Canada. DMAS will announce their decision at the beginning of the General Assembly session. Public comments from Secretary indicate his intention to keep a single contract statewide.

#### FY '13 Budget Proposal

Mr. German presented the 2013 budget and explained that this is more of a strategic framework due to significant unknowns. The agency will be looking closely at programs where revenue does not support expenditures. If revenues go down program costs must go down. At this point, Leadership is reluctant to take action with regard to unallocated reductions until it is known what action is required. Mr. German presented a Pro Forma Local Funds Analysis for FY 2013 which indicates usage has changed; however, funding allocations remained the same. The budget must be presented to York County by Friday, December 2<sup>nd</sup>, which is before the budget has been presented to the full Board.

### 4. Conclusions, Recommendations, Actions

Ms. Chutkow made the motion to adopt the FY '13 budget proposal and present to the full Board for approval. The motion was seconded.

Recorded Vote on the Motion:

Aye: 3

No: 1

Absent During Vote: 1

### 5. Adjournment- The meeting was adjourned at 5:47 p.m.

Submitted by: Jennie Keesee

### Next Meeting

Date: December 26, 2011

Time: 4:00 p.m.

Location: McLaw's Circle Board Room