

Advantage
Behavioral Health Systems
COMMUNITY SERVICE BOARD MEETING #84
May 28, 2002

BOARD MEMBERS PRESENT

John Davis – Clarke	Anita Carson – Greene
Mary Jo Matthews – Madison	Carter Smisson – Jackson
Mae Davis – Elbert	Ina Brown-Brothers - Barrow
David Levine – Clarke	Ed Glauser – Oglethorpe
Shirley Segars – Barrow	Tyrone Eaves - Greene

BOARD MEMBERS ABSENT

Gail Goldsmith– Morgan	Jim Hudson – Oconee
Paul Christensen – Jackson	Conoly Hester – Clarke
Evelyn Bush – Walton	

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Terry Tellefson	Larry Gabriel
Brenda Smith	Cecile Morgan
Scott Clark	Terry Frazier
Tina Tarbox	Linda Hazinski
Cindy Darden	Helen Kabat

GUESTS

Suellen Simmons

The meeting was opened by Carter Smisson, Community Service Board (CSB) Vice Chairman at 5:05p.m.

1.0 ACTIONS

- 1.1** Motion to accept the modified agenda. Moved (David Levine); Seconded (Anita Carson); Passed (Unanimously).
- 1.2** Motion to approve the minutes as amended of the April 23, 2002 CSB Meeting. Moved (David Levine); Seconded (John H. Davis); Passed (Unanimously).
- 1.3** Motion that all Advantage Behavioral Health Systems (ABHS) sites be toured by the CSB within a year. Moved (David Levine); Seconded (Ed Glauser); Passed (Unanimously).
- 1.4** Motion to authorize the Executive Director, CSB Chair Person, and/or CSB Vice Chairman to review and approve the FY2003 contract. Moved (David Levine); Seconded (Ed Glauser); Passed (Unanimously).
- 1.5** Motion to appoint a committee to adopt and submit a corrective action plan to the Carl Vinson Institute of Government, University of Georgia. Moved (David Levine); Seconded (Ina Brothers); Passed (Unanimously).

- 1.6 Motion to accept the closed session for personnel discussions. Moved (John Davis); Seconded (Shirley Segars); Passed (Unanimously).
- 1.7 Motion to come out of closed session. Moved (John Davis); Seconded (David Levine); Passed (Unanimously).
- 1.8 Motion to approve report of Investigative Committee. Moved (John Davis); Seconded (David Levine); Passed (Unanimously).
- 1.9 Motion to adjourn. Moved (John Davis); Seconded (David Levine); Passed (Unanimously).

2.0 OLD BUSINESS

- 2.1 Mr. Tellefson reported on the communication of progress on the required benchmarks and action plans. CSB members received three (3) documents: an ongoing executive summary which updates happenings during the month of April; the required benchmarks and financial sanctions; and the action plan detailing accomplishments through April, 2002. The Department of Human Resources (DHR) will conduct an audit of ABHS on June 3-7, 2002. Jean Manko will facilitate the audit. CSB members may contact the Administrative Office pertaining to concerns regarding the action plan. Mr. Tellefson commended Cindy Darden, Director of Outpatient Services and staff for performing chart audits during the weekends.
- 2.2 Mr. Smisson reported on the Carl Vinson Institute Board Training. Mr. Tellefson reported that Margaret Bradford has been appointed the Interim Director for the Implementation of HB498. Frances Germany-Borman has been appointed the Interim Executive Director for the Regional Board. Do not expect any changes. Atlanta Regional Hospital will be closing its children's unit. ABHS is planning to seek an alternative provider for these services. Mr. Tellefson, Dr. Darden, and staff will meet to address children and adolescent Days of Active Enrollment (DACE) issues. Ed Glauser, Oglethorpe County CSB Representative stated that each county has a MATCH Committee and the committee may have funds available to use for bed space.
- 2.3 Mr. Smisson reported on the Board field trips. CSB members toured seven (7) sites in Athens, Georgia. Mr. Tellefson commended his Administrative Assistant for orchestrating the visits. Dr. Levine requested that all ABHS sites be toured during the year. The next scheduled CSB Workday is June 25th in Elbert County.

3.0 NEW BUSINESS

- 3.1 Mr. Tellefson reported on the State contract. The Regional Board will submit a rough draft of the FY2003 contract to ABHS for review. This document will be addressed at the CSB Workday.

4.0 SERVICE REPORTS (Reports were mailed in the Board Package)

- 4.1 Dr. Darden reported that Patricia Thomas, Elbert County recently attended a Therapeutic Drumming Seminar. Ms. Thomas did this at her own expense and is willing to use this service with ABHS consumers.
- 4.2 Mr. Glauser questioned regarding the recruitment process for clinicians. Dr. Darden reported that ABHS has a contractual agreement with three (3) licensed clinicians to provide therapeutic services. Also, we had seven (7) doctoral

students who did a practicum at ABHS with intake and referrals last semester. We will employ those individuals for the next two (2) months until staff is hired and trained for performing intake and triage. Dr. Stephens has been in contact with two (2) psychiatrists who are interested in contracting with ABHS on a part time basis. Also, he is actively recruiting for a physician. Dr. Phyllis Eason has resigned effective June 20, 2002.

- 4.3 Mr. Tellefson apologized for not formally following up on psychiatric residence services. He will report regarding this issue at the next Board meeting.

5.0 BOARD REPORTS

- 5.1 Finance Committee – Larry Gabriel, Business Manager, presented the financial report, which included revenues and expenditures as compared to the budget.
- 5.2 Membership & Nominations Committee – John Davis, Athens-Clarke County CSB Representative reported that correspondence has been compiled regarding nominations for Board members. These documents will be distributed to the County Board of Health and County Commissioners.
- 5.3 Legislative Committee – no report requiring an action.
- 5.4 Bylaws & Policy Committee – no report requiring an action.
- 5.5 Rights of Persons Served Committee – Mr. Glauser reported that the committee met today and reviewed five (5) Issue Resolution cases, thirty (30) incidents, and two (2) deaths. We are concerned regarding the safety of ABHS staff. The committee asked Helen Kabat, Continuous Quality Improvement, to invite Cecile Morgan, Director of Residential Services to attend the next committee meeting.

6.0 REPORT FROM EXECUTIVE DIRECTOR

- 6.1 Mr. Tellefson reported on the bridge funding. He will send correspondence to the Division regarding these funds.
- 6.2 Mr. Tellefson reported on the strategic plan. The strategic plan will be compiled by a consortium of individuals to include, representatives of state agencies, advocates, CSB members, and staff. Bobby Robbins, Executive Director, Gwinnett Rockdale Newton CBS will facilitate the meeting on June 24, Educational Services Conference Room, Athens, Georgia. Mr. Tellefson will report on this issue at the next CSB meeting.

7.0 REPORT FROM CSB CHAIRPERSON

- 7.1 Dr. Davis reported on the performance review of ABHS conducted by the Carl Vinson Institute of Government, University of Georgia. The governing board functions were examined within eight performance dimensions:
- a) Mission, Vision and Purpose
 - b) Program Planning and Management
 - c) Performance Monitoring for Quality Improvement
 - d) Information Management
 - e) Internal Governance and Accountability
 - f) External Governance and Accountability
 - g) Board Member Development, Evaluation and Training
 - h) Financial Management and Accountability

We have 90 days to submit a corrective action plan to the Carl Vinson Institute. Mr. Tellefson suggested appointing a committee to adopt and submit the plan. The committee members will be Mr. Tellefson, John Davis, Conoly Hester, and Carter Smisson.

7.2 Mr. Smisson reported that the CSB Workday is scheduled for June 25th in Elbert County. Transportation will be provided.

7.3 Dr. Levine reported that John Davis has been appointed the CSB Association ChairPerson.

8.0 CLOSED SESSION FOR PERSONNEL DISCUSSION

8.1 Two personnel issues were addressed during the closed session.

9.0 MEETING ADJOURNED

DATE

APPROVED BY: MARY JO MATTHEWS
SECRETARY

SUBMITTED BY: BRENDA SMITH

APPROVED BY: CONOLY HESTER
CHAIR PERSON