

# Advantage

## Behavioral Health Systems

### MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #113 February 22, 2005

#### **BOARD MEMBERS PRESENT**

Mary Gannon Gunn - Clarke  
Carter Smisson – Jackson  
Conoly Hester – Clarke  
Pat Ellis - Jackson  
R. Charles White - Walton  
Donald Hector - Walton

Mary Jo Matthews – Madison  
Cornelia Lowery - Greene  
Jim Hudson – Oconee  
Ralph Danson - Greene  
Gail Goldsmith– Morgan  
Emma Evans – Barrow

#### **BOARD MEMBERS ABSENT**

Kenneth Whitehead - Oglethorpe  
Clarke - Vacant  
Linda Vinson – Walton

John Davis – Clarke  
Mae Davis – Elbert  
Shirley Segars – Barrow

#### **ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT**

Terry Tellefson  
Terry Frazier  
Scott Clark  
Larry Gabriel  
Denise Fleeman  
Shannon Sallee  
Dewayne Dennis

Brenda Smith  
Cindy Darden  
Linda Hazinski  
Tina Tarbox  
Laurie Wilburn  
Angela Bray  
Chip Morris

#### **GUESTS**

Mary O'Toole

**The meeting was opened by Carter Smisson, Community Service Board (CSB) Chairman at 4:00 p.m.**

#### **1.0 ACTIONS**

- 1.1 Motion to accept the agenda. Moved (Mary Jo Matthews); Seconded (Pat Ellis); Passed (Unanimously).
- 1.2 Motion to approve the minutes of the January 25th CSB meeting. Moved (Mary Gannon Gunn); Seconded (Ralph Danson); Passed (Unanimously).
- 1.3 Motion to adjourn the meeting. Moved (Gail Goldsmith); Seconded (Donald Hector); Passed (Unanimously).

#### **2.0 OLD BUSINESS**

- 2.1 Mr. Tellefson reported on the Youth Development Center (YDC). He, Andrew Neighbors, Grant/Facility and Special Projects Director II, the engineering and joint commission staff representing St. Mary's toured the facility. ABHS staff has been communicating with St. Mary's consultant and will provide budgets for review. Mr. Tellefson has contacted the Athens-Clarke County legislative delegation and requested that they include on the property legislation for ABHS to receive the building. He

complimented Reese Daniel and Rosalind Hudson, Laurelwood staff for being very helpful in assisting with this project.

- 2.2 Mr. Tellefson reported on the audit conducted by the Department of Community Health (DCH). DCH is requesting recoupment of funds for service provided in Day Support, Mental Health, and Residential. ABHS has begun developing an appeal. The appeal deadline has been extended to April 10, 2005. Conoly Hester, Athens-Clarke County CSB Representative requested to be provided the amount it is costing ABHS in attorney fees and man power to compile and review information for the appeal. Mr. Tellefson and Laurie Wilburn, Coordinator for Adult Mental Health will follow up.

### **3.0 NEW BUSINESS**

- 3.1 Mr. Tellefson reported on the reduction in Grant In Aid (GIA)/Supplemental Budget. The State is planning to take approximately \$4 million from the CSBs. He commended Gwen Skinner, Director of Department of Human Resources (DHR) for not endorsing correspondence addressing this issue. Some appeals will be made.
- 3.2 Ms. Wilburn reported on the Homeless Day Service Center. This program has been in operation in Athens-Clarke County since 2000. Effective January 1, 2005, ABHS assumed responsibility for the program and staff in an effort to collaborate services. Any homeless person and/or family may use the services. Services being offered are: intensive case management, counseling, assistance with acquiring housing, linkage to transportation, linkage to employment opportunities and job training, referrals to healthcare services, education, support groups, and referrals to legal aid and mediation services. This program is funded by a grant from the State Department of Community Affairs and the U.S. Department of Housing & Urban Development (HUD). The Athens-Clarke County Department of Human & Economic Development administer the HUD grant. An open house has been scheduled for April 6, 2005. CSB members were invited and encouraged to attend.
- 3.3 Mr. Tellefson reported on letters of intent for Managed Care. He and Jodi Cory, Attorney have carefully reviewed these documents and the contract. There are six (6) Behavioral Health Care Companies for whom ABHS has endorsed letters of intent with the purpose of billing codes for the clinical areas.

### **4.0 SERVICE REPORTS (Administrative Reports)**

- 4.1 Cindy Darden, Clinical Services Director reported on the adult mental health core customer review. The adult mental health core customer definition's purpose is to identify which consumers are eligible for services paid through grant-in-aid funds. ABHS was required to audit all of their charts to determine which current clients met these criteria. We estimate that 165 consumers will be referred out of our system. Betsy Stewart, Ph.D., Coordinator of Outpatient Adult Services is establishing a referral list for the clinics to utilize.
- 4.2 Dr. Darden noted that staff members attended the Substance Abuse Day at the Capitol. Representative Jane Kidd, Athens-Clarke County, joined the group for lunch. That was a great opportunity for the group to share issues and needs.

- 4.3 Linda Hazinski, Developmental Disabilities Service Centers, Residential, & Community Employment reported on additional waiver slots. The Governor has proposed an additional 925 slots for FY2006. Currently, this 10-county area has 300 consumers on the long-term waiting list, and 200 consumers on the short-term waiting list. The waivers are broken into the following categories: Residential Day, Day Support, Supportive Employment, and Comprehensive Day and Residential. The waivers will be awarded based on needs. Dr. Hazinski reported that ABHS is planning a huge turnout for the Developmental Disability Day at the Capitol. She also reported that Dr. Steven Hall, Director for Developmental Disabilities, Division Office, would speak at the Regional Board Meeting, March 3, 2005 at 5:30 p.m. at the Campus View Church of Christ, Athens, Georgia. Board members were encouraged to attend the meeting.
- 4.4 Dr. Darden reported on the Continuous Quality Improvement (CQI) audits. In-house staff, Sylvia Crowe, conducts these audits. The scores are derived by whomever is responsible for the consumer's chart. The sites are provided actual forms detailing deficits. A corrective action plan is developed for charts that receive a low score.
- 4.5 Scott Clark, Management Information System reported that April 21, 2005 is the compliance date for the HIPPA security provisions.

## **5.0 BOARD REPORTS**

- 5.1 Finance Committee – Gail Goldsmith, Morgan County CSB Representative reported the committee met today. They addressed revenues and expenditures for the period ending January 31, 2005. Also, they discussed the reduction in grant-in-aid, supplemental budget, additional waiver slots, and managed care letters of intent.
- 5.2 Membership & Nominations Committee - no report requiring an action.
- 5.3 Legislative Committee – Mr. Tellefson reported that Board members were provided 2005 Points of Interests to use as a tool when communicating with the legislators. He strongly encouraged Board members to contact the legislators regarding budget cuts and the affect it will have on consumer services.
- 5.4 Bylaws and Policy Committee – Mary Jo Matthews, Madison County CSB Representative reported the committee met today. Helen Kabat, CQI had requested that the committee review the entire policy manual. The purpose is to become familiar with all policies prior to the Commission of Accreditation for Rehabilitative Facilities (CARF) survey when scheduled. The committee will follow up.
- 5.5 Rights of Persons Served Committee – Ms. Matthews reported the committee met today. They reviewed ten (10) incidents, six (6) serious, and two (2) minor, and eight (8) complaints, which were all, resolved.
- 5.6 Ad Hoc Annual Meeting/Report Committee – Mary Gannon Gunn, Athens-Clarke County CSB Representative reported that the committee is awaiting confirmation of a speaker prior to setting a date for the annual meeting. They will work harder on public relations for the annual meeting and the agency. She will report at the next meeting on their progress.
- 5.7 Ad Hoc Board Goals Committee – no report requiring an action.
- 5.8 Ad Hoc Awards Committee – Ms. Hester reported that employees are recognized on a quarterly basis. The deadline for submitting the Employee's Recognition Forms for the next quarter is March 15th. Sharlee

Myrick, Human Resources is the contact person. The information needs to be typed onto the forms. Ms. Hester presented awards to the following staff:

- a) Excellence in Management Award - Dewayne Dennis, Access Unit
- b) Excellence in Administrative Support - Shannon Sallee, Athens-Clarke County Clinic
- c) Commitment to Service Award - Angela Bray, Assertive Community Treatment (ACT)

Staff was presented a certificate and a monetary award. Congratulations!

**6.0 REPORT FROM THE CSB EXECUTIVE DIRECTOR**

6.1 Mr. Tellefson reported on the 20% of Grant-In-Aid/Request for Proposal. The Governor and his staff want to privatize the system due to flaws. Effective in July, DHR and the Division will distribute a RFP for 20% of core services to include adult and child and adolescent. Core services include crisis, diagnostic assessment, individual and family therapy groups, pharmacy and peer support. It will be implemented in January 2006.

**7.0 REPORT FROM THE CSB CHAIRMAN**

7.1 Mr. Smisson reported on the CSB committee structure. He will contact Board members for input.

**8.0 PUBLIC ACCESS**

8.1 Mary O' Toole, Northeast Georgia Homeless Coalition commended ABHS for assuming the responsibilities of the Homeless Day Program.

**9.0 ADJOURNMENT**

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DATE

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APPROVED BY: LINDA VINSON  
SECRETARY

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SUBMITTED BY: BRENDA SMITH

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APPROVED BY: CARTER SMISSON  
CHAIRMAN