

Advantage

Behavioral Health Systems

MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #132

October 24, 2006

BOARD MEMBERS PRESENT

Mary Jo Matthews – Madison
Shirley Segars – Barrow
Pat Ellis – Jackson
Ralph Danson - Greene
Conoly Hester – Athens-Clarke
John Davis – Athens-Clarke

Linda Vinson – Walton
Emma Evans – Barrow
Katie McDaniel - Oconee
R. Charles White – Walton
Donald Hector – Walton
Douglas Bower - Oglethorpe

BOARD MEMBERS ABSENT

Carter Smisson – Jackson
Gail Goldsmith– Morgan

Mary Gannon Gunn – Athens-Clarke
Mae Davis – Elbert

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Brenda Smith
Cindy Darden
Larry Gabriel
Terry Frazier
Lee Smith
Katie Avanda

Terry Tellefson
Sharyn Stone
Scott Clark
Cyndy Page
Rashay Blake
Sabeth Scarbrough

GUESTS

Boyd McLocklin

The meeting was opened by Linda Vinson, Community Service Board (CSB) Chairperson at 5:00 p.m.

1.0 ACTIONS

- 1.1 Motion to accept the agenda as amended. Moved (Ralph Danson); Seconded (John H. Davis); Passed (Unanimously).
- 1.2 Motion to accept the minutes as amended of the September 26, 2006 CSB Meeting. Moved (Ralph Danson); Seconded (John H. Davis); Passed (Unanimously).
- 1.3 Motion to approve the resolution which delegates Terry Tellefson, Chief Executive Officer (CEO) the responsibility for signing contracts on behalf of the agency. Moved (John H. Davis); Seconded (Kate McDaniel); Passed (Unanimously).
- 1.4 Motion to approve a new ABHS policy and revised ABHS policies (see Board Reports 5.4). Moved (Mary Jo Matthews); Seconded (John H. Davis); Passed (Unanimously).

1.5 Motion to adjourn the meeting. Moved (Shirley Segars).

2.0 AWARDS

2.1 Ms. Vinson presented the Employee Recognition Awards to the following staff:

- a) Excellence in Management Award – Sharyn Stone, Operations Manager, Barrow and Walton Counties Clinic
- b) Excellence in Administrative Support – Rashay Blake, Staff Development Training Coordinator, Human Resources
- c) Commitment to Service Award – Cynthia Page, Child & Adolescent Program

2.2 Ms. Vinson presented a plaque to Conoly Hester. Ms. Hester was appointed to the Board in 1998 to represent Athens-Clarke County. She served eight (8) dedicated years and resigned from these duties in September, 2006.

3.0 NEW BUSINESS

3.1 Mr. Tellefson reported on the Child & Adolescent Fee for Services. C&A services will switch to a fee-for-service contract with State beginning April 1, 2007. The State has not hired the Administrative Service Organization to handle the funds. At the CSB Association Meeting, Gwen Skinner, Division Director agreed that if they (State) do not have in place the structure to pay for services, they would not begin the program in April. Mr. Tellefson noted that he will submit to the CSB a “break-out” of cost reductions which staff will make in order to continue to be fiscally accountable. The Executive Management Team has addressed this issue in depth.

3.2 Mr. Tellefson reported on a resolution. “Be it resolved that the Board of Advantage Behavioral Health Systems delegates Terry Tellefson the responsibility for signing contracts on behalf of the agency. ABHS is applying for space at the Navy School in Athens, Georgia. The Board approved.

3.3 ADMINISTRATIVE REPORTS

3.3.1 Cindy Darden, Clinical Director noted that ABHS applied for the Homeless ACT grant, but we did not get it. This will not impact ABHS’ budget. If ABHS had been awarded the grant, a new team would have been established to work specifically with the homeless.

3.3.2 John Davis, Athens-Clarke County CSB Representative commended the Operations Management Staff for the work they are doing. Dr. Darden noted in the Clinical Services Report that the operations staff has begun work on a new way to measure clinician productivity which will specifically reflect the amount of revenue generated by the clinician. This method will enable ABHS to better predict revenue, make adjustments to staffing needs more quickly, and develop a system to reward the best producers in the agency without creating debt. Dr.

Darden will inform Fred Eckhardt, Operations Coordinator of the compliment.

3.3.3 Dr. Darden reported on the pharmacy cost. A committee has been appointed and they will review the pharmacy budgets, contracts, wholesalers, drug lists, and utilization issues to attempt to trim ABHS pharmacy costs.

3.3.4 Dr. Darden reported on the Continuous Quality Improvement Committee. The committee is spearheaded by Janice Callaway and they will focus on the quality of the agency. Dr. Davis asked whether Board members should participate on the committee. Dr. Darden will follow up with Dr. Callaway.

3.3.5 Ms. Blake reported on the Question Persuade Refer and Treat (QPRT) which is an eight (8) hour suicide assessment program designed for all primary healthcare professionals, counselors, social workers, psychiatrists, psychologists, substance abuse treatment providers, and licensed and certified professionals who evaluate and treat suicidal persons. Dr. Davis requested that the Board be notified of training that would be of interest and/or beneficial to them. Ms. Blake will follow up.

3.3.6 Mr. Tellefson noted that Linda Hazinski, Residential, Developmental Disabilities Service Centers & Community Employment has started teaching the Direct Support Professional Class at Athens Tech. There are twelve (12) students in the class, eleven (11) from ABHS Developmental Disabilities Day and Residential Programs. Lee Smith, Coordinator for GRO Industries and Custom Industries will also oversee the coordination of Fine Finish in Madison County. The Board commended Ms. Smith for doing an outstanding job.

4.0 OLD BUSINESS

4.1 Mr. Tellefson reported on the Department of Community Health (DCH) mediation regarding the Medicaid audit. ABHS, DCH, and the Administrative Law Judge are scheduled to meet November 16-17, 2006 to address this issue.

5.0 BOARD REPORTS

5.1 Finance Committee – Larry Gabriel, Business Financial Officer distributed and presented the financial report. The committee met today and addressed the report prior to the distribution and presentation. Mr. Gabriel presented on the revenues and expenditures compared to the budget period ending September 30, 2006. Kate McDaniel, Oconee County CSB Representative requested to be appointed to the committee. The committee meets prior to the Board meeting. Ralph Danson, Committee Chairman encouraged Board members to attend the committee meetings.

5.2 Membership & Nominations Committee – Dr. Davis, Committee Chairman reported that the Advantage Board has two (2) vacant positions, Athens-Clarke and Morgan counties. Prior to filling the positions, Dr. Davis, Mr. Tellefson and Dr. Derrill Gay, retired CEO, DeKalb CSB will review the

CSB bylaws and governance policies. Dr. Davis requested for the Membership and Nominations Committee members to attend this meeting.

Dr. Davis distributed a ballot for the 2007 CSB officers. The current slate of officers is Linda Vinson, Chair Person, Pat Ellis, Vice Chair Person, and Ralph Danson, Secretary. Board members may include additional nominees on the ballot. The election will be held at the November CSB Meeting.

5.3 Legislative Committee – no report requiring an action.

5.4 Bylaws and Policy Committee – Mary Jo Matthews, Committee Chairperson reported the committee met today. Ann Albritton, Director of Nursing met with the committee and they reviewed some revised infection control policies. The policies are:

300.210 Infection Control – Service Sites

300.218 Infection Control – Anthrax

300.200 Infection Control – Overview

300.225 Infection Control – Hand Washing

300.235 Infection Control – Prevention of Transmission of Airborne/Droplet Infections

300.245 Infection Control – Bacterial Meningitis

300.250 Infection Control – Prevention of Transmission of Bloodborne Pathogens

300.255 Infection Control – Hepatitis B

The committee reviewed a new policy: 400.118 Clinical Services Supervision. This policy details supervision and training for the clinicians, and will be effective November 1st. The committee requested the Board's approval of the policies.

5.5 Rights of Persons Served Committee – Pat Ellis, Committee member noted that the committee met on October 16th. They reviewed incidents that occurred in September to include twenty-one (21) critical, eleven (11) serious, and two (2) minor.

5.6 Ad Hoc Awards Committee – see Awards 2.0.

5.7 Ad Hoc Public Relations Committee – Ms. Ellis, Committee Chairperson commended staff for publicizing the Mental Illness Awareness Week, October 1-6, 2006. She encouraged Board members to contact their local legislators regarding mental illness, developmental disabilities and addictive diseases issues. Mr. Tellefson noted that the ABHS 2006 Annual Report will be completed and distributed by the end of the month.

Ms. Vinson requested the Board members to confirm their committee appointments.

6.0 REPORTS FROM THE CSB EXECUTIVE DIRECTOR

6.1 Mr. Tellefson reported on the current state of the Division. He noted that he attended the CEO Section Meeting which was held at the CSB Association Annual Conference. There were seven (7) items listed, and

each one is regarding an innerface the Association is having with the Division. Mr. Tellefson stated, "This is a very difficult and stormy time. Community services need to be governed in the community. The State continues to move toward a privatization model that will not work effectively with the population we serve."

6.2 Mr. Tellefson noted that he is scheduled for hip replacement surgery on December 13, 2006.

7.0 REPORTS FROM THE CSB CHAIRPERSON

7.1 Ms. Vinson reported that she attended the Georgia Association CSB 9th Annual Conference, October 15-17, 2006 in Augusta, Georgia. She encouraged new Board members to attend the next event. The conference was very informative.

7.2 Ms. Vinson reported the CSB Meeting will begin meeting at 4:00 p.m. in November due to the daylight saving time. Committee meetings will begin at 2:45 p.m.

8.0 PUBLIC ACCESS

8.1 No one present to address the Board.

9.0 ADJOURNMENT

DATE

APPROVED BY: RALPH DANSON
SECRETARY

SUBMITTED BY: BRENDA SMITH

APPROVED BY: LINDA VINSON
CHAIR PERSON