

Advantage
Behavioral Health Systems
MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE
DISEASES SERVICE BOARD MEETING #139
June 26, 2007

BOARD MEMBERS PRESENT

Mary Jo Matthews – Madison
Ralph Danson - Greene
Donald Hector – Walton
John Davis – Athens-Clarke
Carter Smisson – Jackson

Linda Vinson – Walton
Pat Ellis – Jackson
Katie McDaniel - Oconee
Douglas Bower – Oglethorpe
R. Charles White – Walton

BOARD MEMBERS ABSENT

Vacant – Morgan
Vacant – Athens-Clarke
Emma Evans – Barrow

Shirley Segars – Barrow
Mary Gannon Gunn – Athens-Clarke
Mae Davis – Elbert

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Brenda Smith
Linda Hazinski
Cindy Darden

Terry Frazier
Larry Gabriel

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 (John H. Davis); Seconded (Kate McDaniel); Passed (Unanimously).
- 1.2 Motion to accept the minutes of the May 22, 2007 CSB Meeting. Moved (Ralph Danson); Seconded (John H. Davis); Passed (Unanimously).
- 1.3 Motion to empower Terry Tellefson to endorse the transportation contract. Moved (Douglas Bower); Seconded (Kate McDaniel); Passed (Unanimously).
- 1.4 Motion to accept closed session for privileged consultation with legal counsel pertaining to pending or threatened litigation, settlements, claims, administrative proceedings or settlements. Moved (Kate McDaniel); Seconded (Ralph Danson); Passed (Unanimously).
- 1.5 Motion to return to the open session of the meeting. Moved (Mary Jo Matthews); Seconded (John H. Davis); Passed (Unanimously).
- 1.6 Motion to refer the revised bylaws to the Membership and Nomination Committee and they assist the Attorney on this issue due to the magnitude. Moved (Ralph Danson); Seconded (John H. Davis); Passed (Unanimously).

- 1.7 Motion to authorize the Chief Executive Officer (CEO) to endorse the Department of Human Resources Contract. Moved (Ralph Danson); Seconded (John H. Davis); Passed (Unanimously).
- 1.8 Motion to adjourn the meeting. Moved (Mary Jo Matthews); Seconded (Ralph Danson); Passed (Unanimously).

2.0 EXECUTIVE SESSION

- 2.1 Michael Daniel, Attorney, Dr. Darden and the Board meet to address privileged information pertaining to pending or threatened litigation. No actions were taken.

3.0 NEW BUSINESS

- 3.1 Dr. Darden read a resolution and requested the Board's approval. Exhibit 23 – Private Non-Profit a Public Body Board Resolution from the Transportation Manual relating to the transportation contract. "Whereas Advantage Behavioral Health Systems hereinafter referred to as the "Applicant" has requested assistance from the Georgia Department of Human Resources for the purpose of capital assistance; and Whereas, this project is considered to be important and necessary to public transportation in **Barrow, Clarke, Elbert, Greene, Jackson, Jasper, Madison, Morgan, Oconee, Oglethorpe, and Walton County**. That **Terry Tellefson, Chief Executive Officer** is empowered to sign contract on behalf of the Applicant. Passed this **26th day of June, 2007.**"

- 3.2 Douglas Bower, Oglethorpe County CSB Representative raised a concern regarding the timing of executive sessions of the Board. It is mandated that non-Board members be excluded. He suggested developing a method for the timing of the sessions. Ms. Vinson noted that the session was scheduled at the beginning of the meeting due to the attorney counseling regarding a potential threat and not to receive additional attorney fees.

3.3 ADMINISTRATIVE REPORTS

3.3.1 Dr. Darden reported on productivity. Clinicians across the board are increasing their productivity. Currently, there are twenty-five (25) who are exceeding the 100% mark, a few in the middle, and twenty-one (21) who are enough below to merit corrective action.

3.3.2 Dr. Darden reported on the Gatekeeper Suicide Prevention Training. This training is a requirement for the following employees: operations/clerical, administrative personnel, transportation/vehicle operators, non-clinical volunteers/interns, pharmacy techs, Medical Program assistants, house parents (mental health and alcohol and other drugs), Human Service Technicians I & II, Social Service Technicians I and personnel who work in the Developmental Disabilities Program. Mary Jo Matthews, Madison County CSB Representative requested having a presentation of this training at the CSB Work Day. Dr. Darden will follow up with Elizabeth Stewart, Ph.D. regarding a presentation.

3.3.3 Lee Smith received the ABHS Distinguished Service Award for her dedication to enhancing the lives of persons with developmental disabilities. The award was presented at the Mental Health America of

Northeast Georgia and ABHS Annual Awards Dinner, June 12, 2007. Ms. Smith coordinates services provided at Custom Industries, Gro Industries, and Fine Finish. The programs provide day services to persons with developmental disabilities in Barrow, Greene and Madison counties.

4.0 OLD BUSINESS

4.1 Dr. Darden introduced Stan Baker, Attorney, Daniel & Prior Law Firm. Mr. Baker distributed and briefly presented the revised CSB Bylaws. The recommendations will reflect HB1223. The Georgia General Assembly has rewritten some significant portions due to changes in population and membership of the governing Community Service Boards statewide. Mr. Baker proposed reviewing the amendments prior to the adoption of the document. Ralph Danson, Greene County CSB Representative suggested referring the document to the Membership and Nominations Committee, they extensively review it and assist the Attorney on this issue. The Bylaws will be included on the agenda for the CSB Work Day in August.

5.0 BOARD REPORTS

5.1 Finance Committee – Larry Gabriel, Chief Financial Officer presented the financial report to include revenue and expenditures compared to the budget period ending May 31, 2007.

5.2 Membership & Nominations Committee – Dr. Davis recommended for the committee to meet on July 10th at 9:30 a.m. at the Administrative Office. They will address the revised CSB Bylaws.

5.3 Legislative Committee – no report requiring an action.

5.4 Bylaws and Policy Committee – Ms. Matthews, Committee Chair Person requested the CSB Chairperson to appoint members to the committee. Mr. Bower agreed to serve on the committee. Ms. Vinson will follow up with Donald Hector regarding his involvement with the committee.

5.5 Rights of Persons Served Committee – Ms. Matthews reported the committee met today. They reviewed incidents reports and complaints for the month of April and May. In April, incidents reports included five (5) critical, one (1) minor and twenty-two (22) serious. There were three (3) complaints, one (1) resolved and two (2) unresolved. In May, incident reports included seventeen (17) serious, nine (9) critical, and three (3) minor. There were six (6) complaints, of which five (5) was resolved and one (1) unresolved.

5.6 Ad Hoc Awards Committee – no report requiring an action.

5.7 Ad Hoc Public Relations Committee – Dr. Darden complimented on the Mental Health America and ABHS Annual Awards Dinner. Mental Health America chose Sarah Himmelheber, Assertive Community Team (ACT) member to receive the Mental Health Professional of the Year Award.

6.0 REPORTS FROM THE CLINICAL DIRECTOR

6.1 Dr. Darden updated on Terry Tellefson. Mr. Tellefson underwent hip replacement surgery on June 18th. He is recuperating very well and is responding to emails and welcoming phone calls and visitors. Dr. Davis

requested for the Administrative Office to send the Tellefson's a dinner on behalf of the Board.

7.0 REPORTS FROM THE CSB CHAIRPERSON

- 7.1 Ms. Vinson reported that the CSB will tour ABHS sites on July 18th. Dr. Darden suggested touring Women Services, the new apartments for Residential clients, and the Miles Street facility.
- 7.2 Ms. Vinson reported that the CSB Work Day will be held August 8, 2007. The agenda will include: Financial, DHR Contract, Revised CSB Bylaws and the 2008 Strategic Plan.
- 7.3 Ms. Vinson reported on the CSB Association Annual Conference, September 23-25, 2007 in Chattanooga, Tennessee. She highly recommended for new appointed Board members to attend the event.

8.0 PUBLIC ACCESS

- 8.1 No one present to address the Board.

8.0 ADJOURNMENT

DATE

APPROVED BY: RALPH DANSON
SECRETARY

SUBMITTED BY: BRENDA SMITH

APPROVED BY: LINDA VINSON
CHAIR PERSON