

Advantage

Behavioral Health Systems

MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #143

November 27, 2007

BOARD MEMBERS PRESENT

Mary Jo Matthews – Madison
Ralph Danson - Greene
R. Charles White – Walton
Mary Gannon Gunn – Athens-Clarke
Carter Smisson – Jackson
Mae Davis – Elbert

Linda Vinson – Walton
Douglas Bower – Oglethorpe
Katie McDaniel – Oconee
Emma Evans – Barrow
Pat Ellis – Jackson
John Davis – Athens-Clarke

BOARD MEMBERS ABSENT

Vacant – Morgan
Vacant – Athens-Clarke

Shirley Segars – Barrow
Donald Hector – Walton

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Brenda Smith
Linda Hazinski
Cindy Darden
Laurie Wilburn

Tammy Dalton
Larry Gabriel
Fred Eckhardt

GUESTS

Terry Tellefson

The meeting was opened by Linda Vinson, Community Service Board (CSB) Chairperson at 4:08 p.m.

1.0 ACTIONS

- 1.1 Motion to accept the agenda. Moved (Kate McDaniel); Seconded (John H. Davis); Passed (Unanimously).
- 1.2 Motion to accept the minutes of the October 23, 2007 CSB Meeting. Moved (Ralph Danson); Seconded (Douglas Bower); Passed (Unanimously).
- 1.3 Motion to accept closed session for discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action, dismissal, periodic evaluation or rating of an Authority officer or employee. Moved (John H. Davis); Seconded (Ralph Danson); Passed (Unanimously).
- 1.4 Motion to return to open session of the meeting. Moved (John H. Davis); Seconded (Mary Jo Matthews); Passed (Unanimously).
- 1.5 Motion to close the nominations for the 2008 Slate of Officers. Moved (Douglas Bower); Seconded (John H. Davis); Passed (Unanimously).
- 1.6 Motion to confirm the nominees listed on the ballot. Moved (Carter Smisson); Seconded (John H. Davis); Passed (Unanimously).

- 1.7 Motion to adjourn the meeting. Moved (John H. Davis); Seconded (Carter Smisson); Passed (Unanimously).

2.0 RECOGNITION

- 2.1 John H. Davis, Athens-Clarke County CSB Representative recognized Terry Tellefson, former Chief Executive Officer (CEO). On behalf of the Board, Dr. Davis expressed their appreciation for his hard work at ABHS. Mr. Tellefson retired in September 2007. The Board will give Mr. Tellefson a monetary gift for retirement. Linda Vinson, CSB Chairperson presented a resolution that was drafted by Representative Keith Heard.

3.0 EXECUTIVE SESSION

- 3.1 The Board addressed the CEO employment contract. No actions were made. Board members and Dr. Darden were in attendance.

4.0 NEW BUSINESS

4.1 ADMINISTRATIVE REPORTS

- 4.4.1 Laurie Wilburn, Clinical Director announced that Elizabeth Stewart, Ph.D. is the Director for Adult Mental Health Services.
 - 4.4.2 Fred Eckhardt, Chief Operating Officer (COO) reported on the Utilization Management Utilization Review (UMUR). The program is responsible for assuring that ABHS has authorizations for reimbursement for the services rendered. Cynthia Darby coordinates this program and the APS audits to make sure ABHS is in compliance with their standards.
 - 4.4.3 Mr. Eckhardt reported that ABHS staff has contacted Corporate Wal-Mart regarding their Benefit Plan Design, which administers prescription drug plans for businesses.
 - 4.4.4 Mr. Eckhardt distributed and reported on the Proposed Business Plan ABHS Pharmaceutical Benefit Plan (APBP) and the ABHS Medication Resources Plan. The APBP is designed to utilize the State Contracted Services (SCS) designated funds in the most efficient manner possible in order to obtain the appropriate medications for the greatest number of SCS's clients. The primary vehicle for achieving this goal is to fully utilize the pharmaceutical companies' indigent benefit plans the Medication Assistance Program (MAP). Mr. Eckhardt noted that, "If ABHS continue to spend the pharmacy budget the way the spending occurred through October, ABHS will expend its budget by late January, 2008." The ABHS Medication Resources Plan outlines the approach ABHS will implement in the event that the FY08 funds allocated for pharmaceutical expenses are expended prior to the end of the fiscal year. This plan is necessary in order to assure that medication expenses do not negatively impact ABHS's overall fiscal viability or the stability of other ABHS treatment resources.
- 4.2 Dr. Darden reported on the lease renewal agreement for the Creekwood Property for the Addictive Services Program. ABHS lease renewal agreement for 173, 175 and 183, 185 Creekwood Drive for January 1, 2008 through December 31, 2008. The Unified Government of Athens-Clarke County, Georgia and ABHS hereby agree to renew and to reaffirm

the terms and conditions of the lease agreement between them dated May 10, 2002 as attached hereto, and fully incorporated herein. Pursuant to the provisions of Paragraph 4 of said lease, the parties agree to renewal for a one (1) year period from January 1, 2008 through December 31, 2008. The CSB Chairperson, Linda Vinson and CSB Secretary, Ralph Danson endorsed the agreement.

5.0 OLD BUSINESS

5.1 Tammy Dalton, Operations Manager reported on the Athens Holiday Lights (AHL). AHL has nineteen (19) sponsors participating in this event. She distributed posters for Board members to display in the communities and the volunteer gate list for interested Board members.

6.0 BOARD REPORTS

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

6.2 Membership & Nominations Committee – Dr. Davis reported that Morgan County Commissioner's office has appointed a representative to the Board. Dr. Davis noted that he is working diligently to get representatives for Oconee and Athens Clarke counties appointed to the Board. His goal is to have board members named and oriented prior to the January CSB meeting. Dr. Davis reported on the 2008 Slate of Officers. The Board approved the nominees.

Dr. Davis reported on the CSB Holiday Party. The event will be held December 9, 2007, 3 – 5:00 p.m. Kate McDaniel, Oconee County CSB Representative will host the party. Guests are requested to bring hors d'oeuvres. Dr. Davis encouraged Management to attend. No alcohol or children.

6.3 Legislative Committee – Pat Ellis, Jackson County CSB Representative noted that the Legislative Session will begin in January 2008. She distributed talking points to use when communicating with the legislators. She requested Dr. Darden to provide them with information to use as well.

6.4 Bylaws and Policy Committee – no report requiring an action.

6.5 Rights of Persons Served Committee – Mary Jo Matthews, Madison County CSB Representative reported the committee met today. Hope Cymerman, Continuous Quality Improvement (CQI) suggested using a reporting format for incidents that would include trends. Ms. Matthews will review the CSB Bylaws to confirm what type information needs to be reported to the committee. They reviewed complaints and incidents which occurred in October. There were five (5) complaints in which all were resolved. There were eighteen (18) incidents including six (6) critical, eleven (11) serious and one (1) minor.

6.6 Ad Hoc Public Relations Committee – no report requiring an action.

7.0 REPORTS FROM THE EXECUTIVE DIRECTOR

- 7.1 Dr. Darden reported that the CSBs have reviewed a draft of the budgetary issues the Department of Human Resources (DHR) plan to address with the legislators. It addresses taking 2% of adult mental health funding to put into the pharmacy budget. She suggested to the Board that they need to lobby for additional funding for services.
- 7.2 Dr. Darden reported that Daniel McFerran is the Director of the Regional Board.
- 7.3 Dr. Darden reported on the electronic health record. The electronic health record computerizes the client's chart. This will reduce the clinician's time, the chart will be accessible, and provide an audit proof trail. Two companies have conducted demonstrations for ABHS regarding the electronic health record.

8.0 REPORTS FROM THE CSB CHAIRPERSON

- 8.1 Ms. Vinson welcomed and swore in the 2008 Slate of Officers. They are: Ralph Danson, CSB Chairman, Kate McDaniel, Vice Chair Person, and Pat Ellis, Secretary.
- 8.2 Mr. Danson thanked the Board members for their vote of confidence. He suggested the CSB Executive Committee meet on a monthly basis. The committee will include officers, past officers and the CEO. He will follow up with the schedule.
- 8.3 Douglas Bower, Oglethorpe County CSB Representative announced that Congressman Brown is hosting an open house on November 28, 2007 at the Georgia Square Mall, Athens, Georgia.

9.0 PUBLIC ACCESS

- 9.1 No one present to address the Board.

10.0 ADJOURNMENT

DATE

APPROVED BY: RALPH DANSON
SECRETARY

SUBMITTED BY: BRENDA SMITH

APPROVED BY: LINDA VINSON
CHAIR PERSON