

Advantage

Behavioral Health Systems

MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #146

March 25, 2008

BOARD MEMBERS PRESENT

Mary Jo Matthews – Madison
Ralph Danson - Greene
Donald Hector – Walton
Emma Evans – Barrow
Carter Smisson – Jackson
R. Charles White – Walton

Dr. John Davis – Athens-Clarke
Dr. Douglas Bower – Oglethorpe
Katie McDaniel – Oconee
Linda Vinson – Walton
Dr. Paul Roman - Morgan
Pat Ellis – Jackson

BOARD MEMBERS ABSENT

Mary Gannon Gunn – Athens-Clarke
Esperanza Megia – Athens-Clarke

Mae Davis – Elbert
Shirley Segars – Barrow

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Brenda Smith
Linda Hazinski
Cindy Darden
Laurie Wilburn

Terry Frazier
Larry Gabriel
Fred Eckhardt

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

1.0 ACTIONS

- 1.1 Motion to accept the agenda as revised. Moved (Kate McDaniel); Seconded (John H. Davis); Passed (Unanimously).
- 1.2 Motion to accept the minutes of the February 26, 2008 CSB Meeting. Moved (Kate McDaniel); Seconded (Douglas Bower); Passed (Unanimously).
- 1.3 Motion to approve the revised ABHS policies (see Board Reports 5.4). Moved (Pat Ellis); Passed (Unanimously).
- 1.4 Motion to adjourn the meeting. Moved (Mary Jo Matthews).

2.0 OATH OF OFFICE

- 2.1 Dr. Paul Roman was sworn into office to represent Morgan County. Dr. Roman is employed at the University of Georgia, Director for the Center of Behavioral Health in Human Services Research.

3.0 NEW BUSINESS

- 3.1 Laurie Wilburn, Clinical Director reported on the Belk Charity Sale. The event benefits local charities and non profits. It will be held May 3, 2008, 6 – 10:00 A.M. at Belk stores companywide. ABHS will receive 100% of the proceeds from tickets sold by ABHS. The tickets are \$5.

3.2 ADMINISTRATIVE REPORTS

- 3.2.1 Ms. Wilburn reported on Dialectical Behavior Therapy (DBT). DBT is a skills-training model originally to be used with clients with

Borderline Personality Disorder, but has been found to be effective with other populations as well. DBT focuses on mindfulness, emotion regulation, interpersonal effectiveness and distress tolerance.

3.2.2 Fred Eckhardt, Chief Operating Officer reported on Utilization Management Utilization Review (UM/UR). UM makes sure the services ABHS deliver meet the criteria of the payor organization and UR oversees the chart auditing.

3.2.3 Terry Frazier, Human Resources Director reported that ABHS hosted a Blood Drive on March 24th. This event will benefit the injured parties of the Imperial Sugar Refinery accident in Savannah, Georgia.

4.0 OLD BUSINESS

4.1 No business to report.

5.0 BOARD REPORTS

5.1 Finance Committee – Larry Gabriel, Chief Financial Officer, reported the committee met today. Mr. Gabriel presented the financial report to include revenue and expenditures compared to the budget period ending February 29, 2008.

5.2 Membership & Nominations Committee – no report requiring an action.

5.3 Legislative Committee – Kate McDaniel, Committee Chair Person reported that she has contacted the ten (10) counties legislators and requested information related to the state and mental health issues. The committee will meet on April 8, 2008 at 3:00 p.m. at ABHS.

5.4 Bylaws and Policy Committee – Pat Ellis, Committee Chair Person reported the committee met today. They reviewed revised policies that have been approved by the ABHS Management Team and the Oversight Committee. The policies are:

100.100 Mission, Values and Strategic Directions

100.126 Corporate Compliance

100.130 Standards of Conduct

100.135 Business Ethics

100.160 Visitor Confidentiality

100.215 Governing Body – Community Service Board's Conflict of Interest Policy

100.220 Governing Body – Community Service Board code of Ethics

200.110 Protection and Promotion of Rights of Persons Served – Prohibiting Abuse and Neglect

200.120 Protection and Promotion of Rights of Persons Served – Rights of Persons Served

200.140 Protection and Promotion of Rights of Persons Served – Research Protocols, Informed Consent

200.150 Emergency Intervention

200.180 Community Outreach

Ms. Ellis requested the Board's approval to the minor changes made to the policies. Board members must review and sign a conflict of interest statement and code of ethics document annually. Mr. Danson requested Dr. Davis to report on this issue at the next meeting and have documents available for the Board to sign.

5.5 Rights of Persons Served Committee – no report requiring an action.

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

6.0 REPORTS FROM THE EXECUTIVE DIRECTOR

- 6.1 Dr. Darden updated on legislative issues. The Governor approved a 2.5% pay increase for employees effective January 2009.
- 6.2 Dr. Darden reported on the electronic health record. ABHS has received the contract from Qualifacts, the company which produces the electronic health record and Peachstate Information Network (PIN), the 501C3 organized by three (3) CSBs. The contract is being reviewed by Management and Michael Daniel, Attorney. The deadline for endorsing the contract is April 15th. Dr. Darden noted that Qualifacts will conduct a demonstration on April 4th on the version of the record Georgia is implementing.
- 6.3 Dr. Darden reported that the Georgia Association of CSB Retreat is scheduled for May 8-9, 2008 in Dublin, Georgia. She and Ms. McDaniel will attend. The CSB Association annual meeting will be held October 5-7, 2008 at Lake Lanier.
- 6.4 Dr. Darden reported that the ABHS 2007-2008 Annual Report will be available at the next meeting.

7.0 REPORTS FROM THE CSB CHAIRPERSON

- 7.1 Mr. Danson distributed and reported on the CSB committee assignments. Assignments were revised and the updated document will be distributed to the Board members.
- 7.2 Mr. Danson briefly mentioned the Board training. The training is mandatory and must be completed by June 2008.
- 7.3 Mr. Danson requested Board members to complete and submit the Board Self Assessment to the Administrative Office.
- 7.4 Mr. Danson read a retirement note from Terry Tellefson, former CEO thanking the Board for their retirement gift.
- 7.5 Mr. Danson briefly reported on the CSB Work Day, March 4, 2008. Board members received a copy of the minutes. Mr. Danson encouraged Board members to participate in all functions and to mark their calendars for the CSB Association annual meeting.

8.0 PUBLIC ACCESS

- 8.1 No one present to address the Board.

9.0 ADJOURNMENT

_____ DATE	_____ APPROVED BY: PAT ELLIS SECRETARY
_____ SUBMITTED BY: BRENDA SMITH	_____ APPROVED BY: RALPH DANSON CHAIR PERSON