

Advantage

Behavioral Health Systems

MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #152

September 23, 2008

BOARD MEMBERS PRESENT

Mary Jo Matthews – Madison

Ralph Danson - Greene

Katie McDaniel – Oconee

R. Charles White – Walton

Dr. Douglas Bower – Oglethorpe

Emma Evans – Barrow

Carter Smisson – Jackson

Dr. John Davis – Athens-Clarke

Shirley Segars – Barrow

Dr. Paul Roman - Morgan

Pat Ellis – Jackson

Donald Hector – Walton

Mary Gannon Gunn – Athens-Clarke

Melanie Russell - Athens-Clarke

BOARD MEMBERS ABSENT

Mae Davis – Elbert

Linda Vinson – Walton

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Brenda Smith

Fred Eckhardt

Cindy Darden

Terry Frazier

Linda Hazinski

Hope Cymerman

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. Moved (Kate McDaniel); Seconded (John H. Davis); Passed (Unanimously).
- 1.2 Motion to accept the minutes of the August 26, 2008 CSB Meeting. Moved (Carter Smisson); Seconded (John H. Davis); Passed (Unanimously).
- 1.3 Motion to approve the Financial Report (see Board Reports 5.1). Moved (Kate McDaniel); Seconded (Mary Jo Matthews); Passed (Unanimously).
- 1.4 Motion to adjourn the meeting. Moved (John H. Davis).

2.0 OATH OF OFFICE

2.1 Mary Jo Matthews, Membership & Nomination Committee Chair Person introduced and swore into office Melanie Russell. Ms. Russell is a graduate of the University of Georgia (UGA) with a degree in social work. She is deeply involved with the Athens area Hispanic population and will represent the Athens-Clarke County area. Ms. Russell was provided a copy of the Code of Ethics and Confidentiality statements for review and signature. Ms. Matthews, John H. Davis, Athens-Clarke County Representative, Kate McDaniel, Oconee County Representative, Laurie Wilburn, Clinical Director and Terry Frazier, Human Resources Director conducted the new member orientation September 11, 2008.

3.0 NEW BUSINESS

3.1 ADMINISTRATIVE REPORTS

3.1.1 Dr. Davis commended ABHS for involvement with the community and UGA in giving students an opportunity to gain experience in the services provided. Ms. Wilburn noted in the Clinical Services Report that “Sometimes students seek a volunteer experience with ABHS to gain exposure to and new understanding of individuals with mental illness, addictive diseases or developmental disabilities. These students too are very helpful to our agency as they help therapists to research and prepare for groups, gather resources, provide clerical assistance with filing or help out with other administrative projects. We are very appreciative to have our volunteers!”

3.1.2 Effective this month, ABHS will offer clinical evaluations for DUI multiple offenders for those requiring ASAM Level I and II.5 at Clarke, Barrow, Jackson and Walton counties. The fee has been set at \$125.

3.1.3 Fred Eckhardt, Chief Operating Officer (COO) reported that he set in on a conference call today regarding the Electronic Health Record. User acceptance testing has begun at Cobb, Avita and Riveredge CSBs.

3.1.4 Linda Hazinski, Ph.D., Developmental Disabilities, Residential, Day Services & MH Community Employment reported on the NOW and COMP waivers. The NOW waivers are for persons who receive day supports, personal supports or supported employment. The COMP stands for comprehensive waivers which include residential and day services. These

waivers present challenges in recouping similar reimbursement as the current waivers as well as in the billing of multiple services.

3.1.5 Dr. Hazinski reported that one of the Department of Human Resources (DHR) recommendations for budget cuts is to eliminate funding for supported employment. The staff is striving to survive the program by billing Community Support Individual (CSI) and groups.

3.2 Dr. Darden reported on contract amendments. Every State Department has been requested to develop a 6%, 8%, and 10% budget cut projection. DHR has developed their plan for cutting their budget to include a one (1) day a month furlough for the remainder of the year for all divisional and regional level staff that is on a pay grade 15 and above; this will not include CSB staff. They have made a statewide decision to cut 50% of funding for community employment services. Dr. Darden noted that, "We are waiting to find out how much ABHS will be cut and anticipate the contract amendments by mid October." All other programs will be cut 1% statewide. Developmental Disabilities waivers are being frozen. Dr. Darden noted that the majority of ABHS employees are on a 401K retirement plan, wherein ABHS and employees contribute. The State had planned to award ABHS a 401K Holiday, meaning ABHS would not have to contribute funds for a year because the State had kept all the funds when an employee terminated from the agency. As part of the 6% cut, those funds will be eliminated. The CSB Association attorney will follow up on this issue. The Department of Family & Children Services (DFACS) is one of the Divisions of DHR. They indirectly fund the TANF Women's Recovery and Residential Services and have chose to make major cuts to this program, essentially eliminating the day program and reducing the number of beds in the Residential program. The employees' raises for 2009 have been eliminated. ABHS Managers will meet with Larry Gabriel, Chief Financial Officer (CFO) and discuss budgets. Dr. Darden will update at the next meeting.

4.0 OLD BUSINESS

4.1 Hope Cymerman, Risk Manager noted that the Continuous Quality Improvement (CQI) is expecting the Commission on Rehabilitative Facilities (CARF) report this month. Dr. Darden congratulated the Board for receiving **no** recommendations as a governance authority and the first

CSB to seek CARF accreditation. Dr. Davis reported that Dr. Mwamburi A Shake, Administrative Surveyor, said, "He has conducted several reviews prior to this one, and commended the ABHS Board as being one of the strongest, and was very impressed with the Board's involvement." Ms. Cymerman added that Dr. Shake noted, "In all the surveys he has conducted, he has never seen a Board that had a subcommittee dedicated to the rights of persons served." Dr. Darden reported that CARF may submit recommendations or suggestions in their report, and for the recommendations the agency will be required to submit an action plan for approval. ABHS had a number of recommendations in a couple of areas in access and safety that were mentioned in past reviews. CARF commended ABHS for the incentive program that is for clinicians, physicians, nurses, licensed therapists and social service technicians. Corrective action plans are being drafted based on the oral feedback. Dr. Darden thanked the Board for their participation; Mr. Danson commended staff for their hard work in preparing for the survey. Dr. Darden distributed the CARF Surveyor Performance Feedback Questionnaire to Board members to complete who were interviewed by Dr. Shake.

- 4.2** Kate McDaniel, Vice Chair Person reported that she has received eight (8) of the CEO evaluations. She requested the Board to complete the document and submit it to her.

5.0 BOARD REPORTS

- 5.1** Finance Committee – Carter Smisson, Committee Chairman reported they met today. They reviewed revenues and expenditures compared to the budget period ended August 30, 2008 with 17% of the fiscal year expired. Dr. Darden noted that a computerized time card has been purchased for use at the Community Stabilization Program (CSP).
- 5.2** Membership & Nominations Committee – no report requiring an action.
- 5.3** Legislative Committee – no report requiring an action.
- 5.4** Bylaws and Policy Committee – Pat Ellis, Committee Chairperson reported the committee met today. They reviewed the following policies:
- 100.230** Organizational Principles and Leadership: Governing Body – Standing Committee
- 100.235** Organizational Principles and Leadership: Governing Body – New Member Orientation

100.250 Organizational Principles and Leadership – Executive Director

100.251 Organizational Principles and Leadership – Executive Director Review

100.252 Organizational Principles and Leadership – Governing Body – Compensation Philosophy

100.253 Organizational Principles and Leadership: Governing Body – Compensation Review

300.100 Health and Safety – Overview

400.118 Clinical Services – Clinical Supervision

600.156 Medical Services – Pharmacotherapy Access to Medications: Sources, Storage and Security – Personal Medications Brought onto Program Sites by Clients and Employees

5.5 Rights of Persons Served Committee – Shirley Segars, Committee Chairperson reported the committee met today. They reviewed incidents to include nine (9) critical, twenty-five (25) serious and four (4) minor. They reviewed issues and they were all resolved successfully.

5.6 Ad Hoc Public Relations Committee – no report requiring an action. Board members received a flyer from the Mental Health America regarding events scheduled for the Mental Illness Awareness Week, October 5 – 11, 2008. Doug Bower, Committee Chairman reported that he has received information regarding Project Grow and needs clarification. Dr. Darden noted that Project Grow is the program that ABHS established with the Clarke County School system. The program is an alternative suspension for elementary age children. He requested biographical information on Ms. Russell to submit to the newspaper. Ms. Matthews reported that Iain Halstead, Program Manager Adult Mental Health presented at the Madison County Area Resource Team Meeting today. He focused on services provided by ABHS.

5.7 Friends of Advantage Committee – Dr. Davis, Committee Chairman reported that the committee will meet September 25, 2008 at 1:00 p.m. in the ABHS Administrative Conference Room.

6.0 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

6.1 Dr. Darden reported that Mr. Danson's sister died last week. She expressed sympathy to the Danson family.

- 6.2 Dr. Darden distributed an article for review regarding Dr. Paul Roman, Morgan County CSB Representative.
- 6.3 Board members were provided a copy of the FY2009 Strategic Plan. Dr. Darden reported on the goals which include fiscal, client access to services, programming, customer service, quality assurance and performance improvement. Mr. Danson recommended deferring discussion regarding the plan until it has been reviewed in length. Dr. Darden requested the Board to review the plan and it will be re-addressed and formally approved at the next meeting.
- 6.4 Dr. Darden updated on the Divisional affairs. The committee that made the recommendations to the Governor that a new department of Behavioral Health be established, members of that committee is working on legislation. The Division is also proposing to close two (2) of the State Hospitals and privatize – Savannah and Columbus. The CSB Association will advocate for Developmental Disabilities to remain with the Behavioral Health Department. Dr. Darden requested Board members to advocate based on transferring the system does not bring about a change and that people make the decision. The Board requested “talking points” to use when communicating with the legislators. Dr. Darden will follow up next month.
- 6.5 Dr. Darden noted that auditors will visit ABHS next week. The Appropriations Committee requested the Office of Audits to look at what the impact of fee for services on Child & Adolescent Services has done in relation to the CSBs. They will conduct interviews and get information from our system.

7.0 REPORTS FROM THE CSB CHAIRPERSON

- 7.1 Mr. Danson reminded Board members of the CSB Association Conference, October 5-7, 2008. Six Board members will attend: Mr. Danson, Dr. Davis, Kate McDaniel, Shirley Segars, Emma Evans, Carter Smisson and Melanie Russell. The Administrative Office will finalize transportation arrangements and follow up with the Board.
- 7.2 Mr. Danson presented Dr. Darden with a certificate for ten (10) years of faithful services with the State of Georgia.

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