

Advantage

Behavioral Health Systems

MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #162

August 25, 2009

BOARD MEMBERS PRESENT

Mary Jo Matthews – Madison

Katie McDaniel – Oconee

Shirley Segars – Barrow

Pat Ellis – Jackson

Melanie Russell - Athens-Clarke

Dr. John Davis – Athens-Clarke

Judy Spurgeon – Oglethorpe

Carter Smisson – Jackson

Ralph Danson - Greene

Linda Vinson – Walton

Donald Hector – Walton

BOARD MEMBERS ABSENT

R. Charles White – Walton

Emma Evans – Barrow

Dr. Paul Roman – Morgan

Mae Davis – Elbert

Mary Gannon Gunn – Athens-Clarke

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Terry Frazier

Fred Eckhardt

Cindy Darden

Brenda Smith

Laurie Wilburn-Bailey

Linda Hazinski

Larry Gabriel

Janice Callaway

The meeting was opened by Ralph Danson, Community Service Board (CSB) Chairman.

1.0 ACTIONS

- 1.1 Motion to accept the agenda as amended. Moved (Carter Smisson); Seconded (John H. Davis); Passed (Unanimously).
- 1.2 Motion to accept the minutes of the July 28, 2009 CSB Meeting. Moved (Mary Jo Matthews); Seconded (Carter Smisson); Passed (Unanimously).

- 1.3 Motion to approve the CSB Chairman to endorse the resolution for the Department of Community Affairs (DCA). Moved (Kate McDaniel); Seconded (John H. Davis); Passed (Unanimously).
- 1.4 Motion to accept the Bylaws and Policy Committee's report. Moved (Pat Ellis); Passed (Unanimously).
- 1.5 Motion to adjourn the meeting.

2.0 NEW BUSINESS

2.1 ADMINISTRATIVE REPORTS (Received in Board packages for review.)

2.1.1 Fred Eckhardt, Chief Operating Officer noted that the Continuous Quality Improvement (CQI) and Utilization Management Utilization Review (UMUR) have been working hard to adjust to the new FY10. Mr. Danson commended Mr. Eckhardt and staff on the pharmacy budget stating, "The wonderful recovery made in a terrible situation meant funding for the department."

2.1.2 Shirley Segars, Barrow County CSB Representative requested clarification on the contract with United Health Care. Mr. Eckhardt noted that United Health Care will reimburse ABHS for serving their members who are admitted to the Crisis Stabilization Program (CSP).

2.1.3 Laurie Bailey, Clinical Director reported on the new leadership in Addictive Disease (AD) Services. Dr. Betsy Stewart will oversee the Mental Health and Addictive Disease Programs. By combining both services under one manager, ABHS will have the organization of adult services more mirror that of Child & Adolescent services, and hopefully will strengthen the collaborations between the two programs and strengthen the dual diagnosis treatment. Dennis Cain will serve as the Manager for all of AD services which means adding the county AD clinicians and the Manager for Women Services. Mandy Goucher will assume the supervisory role on the Intake Emergency Services Unit.

2.1.4 Kate McDaniel, Oconee County CSB Representative requested clarification on Loss Exposure (Comprehensive Loss Control) Plan. Dr. Callaway noted that she and Larry Gabriel, Chief Financial Officer are creating an agency plan of the Risk Management for Loss Exposure. The plan purpose is to protect clients, staff and the agency against potential and actual loss exposure risk and loss prevention. ABHS will be

expanding this plan to include attention to funding source modifications and critical incidents of clients.

2.1.5 Linda Hazinski, Ph.D., Developmental Disabilities (DD), Residential & Day Services reported that the Department of Community Health audited GRO Industries records on August 18, 2009. The auditors were very complimentary regarding the program's record keeping. Dr. Hazinski noted that they have completed ABHS year review of all of the DD Programs.

2.2 Mr. Danson reported that Linda Vinson, Immediate Past Chairperson will chair the Nominating Committee for selecting the FY10 Slate of Officers. The slate will be presented to the Board in October and the election of officers will be held in November.

2.3 Dr. Darden reported on the resolution for the DCA. DCA awards ABHS a grant for serving individuals who are homeless. ABHS is required to read the resolution in the meeting, the Chairman endorses the document and ABHS submits a certified copy of the minutes of the meeting to DCA. Pat Ellis, Jackson County CSB Representative read the resolution:

WHEREAS, Organization has been offered an award of funds (the "Agreement") from the Georgia Housing and Finance Authority for ESG and/or HOWPWA programs serving eligible clients (as applicable); and
WHEREAS, Organization has reviewed the Agreement and finds the terms to be acceptable; and

WHEREAS, Organization acknowledges that payment under each program will be based on representations and certifications made by representative of Organization, as designated herein.

NOW, THEREFORE, BE IT RESOLVED, by the governing authority of Organization that the terms of the Agreement be accepted by Organization and that the officers or members specifically named by Organization, be authorized to accept the terms of the Agreement and to sign any and all pertinent documents pertaining thereto on behalf of Organization.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the following persons be authorized (at least 2 signatures are required per draw) to draw funds from DCA on behalf of Organization;

NOW, THEREFORE, BE IT FUTHER RESOLVED, that this Resolution be executed in two parts, and together with a certified copy of the minutes of

the meeting returned as an exhibit to each Agreement as follows: State Housing Trust Fund for the Homeless, GA Department of Community Affairs, 60 Executive Park South NE, Atlanta, Georgia 30329.

Read and approved by Organization on this 25th day of August, 2009.

4.0 OLD BUSINESS

- 4.1** Dr. Darden read a thank-you note submitted by Teresa Dye, Registered Nurse, Elbert County Clinic. “I want to thank you, the Management Team, the Board Members and ABHS staff for choosing me to receive this year’s Distinguished Service Award.”
- 4.2** Dr. Darden distributed a flyer that highlighted the Car & Bike Show, August 29th at the Varsity, Athens, Georgia. This is a fundraising event sponsored by Friends of Advantage.

5.0 BOARD REPORTS

- 5.1** Finance Committee – Mr. Gabriel presented the financial report. He addressed the revenues and expenditures compared to the budget period ending July 31, 2009. Mr. Gabriel noted that based on estimates from FY09, billing is at a discounted rate due to the CareLogic System implementation, new billing codes, and system changes. ABHS did not actually complete any billing in the month of July; July’s billing will be submitted in August.
- 5.2** Membership & Nominations Committee – no report requiring an action. Donald Hector, Walton County CSB Representative informed that he will resign from the Board at the end of his term, September 2009, due to health reasons. Ms. Segars noted that Emma Evans, Barrow County CSB Representative has had surgery and is recuperating. Dr. Darden updated on Mae Davis, Elbert County CSB Representative. Ms. Davis has had surgery and is recovering at Gwinnett Medical Center, Lawrenceville, Georgia. Mr. Danson thanked the Board for the flowers sent during the bereavement of his mother.
- 5.3** Legislative Committee – no report requiring an action. Ms. McDaniel, Committee Chair Person reported that ABHS is a member of the Georgia CSB Association. The Association consists of twenty (26) CSBs and the dues are \$10,000 yearly. The CSB Association meets quarterly to assist

and promote the individual CSBs statewide. Steve Anthony, Lobbyist attends the General Assembly sessions and communicates with different people who have influence on funding resources for the CSBs. Ms. McDaniel encouraged Board members to attend the CSB Annual Meeting in October, especially the session on the Association due to the focus on communicating with the legislators. Dr. Darden reported on Select Systems which is a Limited Liability Cooperation (LLC) formed from the CSB Association specifically to perform duties that a Board Association can not do. Things a LLC can do are lobby with insurance companies for better rates; sign a contract with the Veteran's Association for CBSs to provide services. Dr. Darden is a Board Member for Select Systems and is on the Executive Team for the Association.

- 5.4** Bylaws and Policy Committee – Ms. Ellis, Committee Chairperson reported they met today and reviewed three (3) policies. They are:
 - 200.150 Protection & Promotion of Rights of Clients: Emergency Intervention: Non-Violent Practices: Seclusion, Restraints and Physical Holds (Adults)
 - 1300.100 Maintenance of Policy Manual
 - 1300.120 Maintenance of Policy Manual – Review and Approval of Agency Policy and Procedures
- 5.5** Rights of Persons Served Committee – Ms. Segars, Committee Chairperson reported that she and Ms. Vinson met with Hope Cymerman, Risk Manager. They reviewed seventeen (17) incident reports to include fifteen (15) serious and two (2) critical. They reviewed three (3) complaints including two (2) access to services and one (1) courtesy to staff. All complaints were satisfactorily resolved.
- 5.6** Awards Committee – no report requiring an action.
- 5.7** Ad Hoc Public Relations Committee – Melanie Villalta, Committee Chairperson requested assistance in identifying the role as chairperson. Dr. Davis and Ms. Ellis will assist Ms. Villalta with this issue.
- 5.8** Ad Hoc Friends of Advantage Committee – no report requiring an action. The next meeting for Friends of Advantage is August 27, 2009 at 1:00 p.m. in the Director's Conference Room, ABHS. Ms. Bailey reported on the Macy's 'Shop for a Cause' fund raiser being sponsored by Friends of Advantage. The date of the sale is October 17, 2009. The tickets are \$5 each and for whoever purchases tickets and presents them at the sale,

they will receive 25% off of the purchase of any one item on regular, sale or clearance item. They also will have a pass that allows 20% off the purchase of regular, sale or clearance items and 10% off the purchase of regular, sale or clearance furniture, mattresses, area rugs, electrics and electronics. Each ticket has a stub to submit at Macy's on the day of the sale for a drawing of a \$500 gift card. All Macy's stores will be participating in this event. Each Board member was distributed five (5) tickets to sell.

- 5.9 Board Committee Updates & Board Self Assessment – Dr. Davis reported that feedback on the Board Assessment and Self Assessment was distributed for review. The information will be addressed in detail at the CSB Work Day.

6.0 **REPORTS FROM THE CSB DIRECTOR**

- 6.1 Dr. Darden reported on CSBs reputation. She highlighted on a situation that was aired on the news regarding the Pathways CSB: 'Waste of Money – Inappropriate Use of Funds'. The Speaker of the House made a public comment at a meeting regarding getting rid of the CSBs. The CSB Association is taking this matter seriously because there may be some public relations problems with the legislators next year. Dr. Darden shared ways for responding to the legislators regarding this issue. She commented that board members could respond by saying that this was a Board that made some errors in judgment and assure our legislators that something like that will not happen in our CSB.
- 6.2 Dr. Darden reported that the CSB Association is very active with the new Department of Behavioral Health Developmental Disabilities (DBHDD). They have established two (2) committees – one to review technology issues statewide and one to review data. Their primary interest is hospital admissions and discharge. Drs. Darden and Hazinski plan to attend a meeting with Olivia Garland, Deputy Commissioner for DD in September regarding funding issues.
- 6.3 Dr. Darden reported that the CSB Association has retained a lawyer to investigate whether CSBs are considered as being state employees. HB100 has determined that CSBs are a state entity, but not state employees. The reason this issue has surfaced is due to State employees being furloughed three (3) days between now and January 1, 2010.

- 6.4 Mr. Danson informed that when a CSB member is approached with negative feedback, he encouraged him/her to provide the information to Dr. Darden (agency) and/or Ms. McDaniel (CSB); the Public Relations Committee will review the issue and/or follow up. Dr. Davis informed that Dr. Darden needs to review press releases prior to being submitted for publishing.
- 6.5 Dr. Darden noted that Ms. Matthews had suggested having a bin/box for donations of toiletries and lightly used towels for the Homeless Day Service Center (HDSC) or any other ABHS site. The bin has been purchased and is located in the Mail Room at the North Avenue facility.
- 6.6 Dr. Darden reported that she will be vacationing in Hawaii September 1 – 16, 2009. Mr. Eckhardt will be in charge during her absence.

7.0 REPORTS FROM THE CSB CHAIRPERSON

- 7.1 Mr. Danson congratulated the Management Team for working so hard with the budget and complimented the Board for their support.
- 7.2 Mr. Danson reported that the Annual CSB Educational Exchange will be October 18-21, 2009 at Lake Lanier and encouraged participation. Dr. Darden encouraged Board members to attend the event on Sunday, October 18th because Dr. Frank Shelp, Director of DBHDD will be in attendance. One-day registration will be offered for Monday, October 19th, in which that day has been designated for a Board Members' Retreat and it will focus on legislation. Mr. Danson requested Board members to confirm his/her attendance for the event by September 22nd to the ABHS Administrative Office.
- 7.3 Mr. Danson proposed scheduling the CSB Work Session on September 22nd prior to the CSB Meeting. The Board addressed this issue and agreed to have the session on Tuesday, September 15, 2009 at 9:00 – 1:00 p.m. The agenda will consist of board assessment, strategic plan and the attendance policy.

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