

Advantage
Behavioral Health Systems
MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE
DISEASES SERVICE BOARD MEETING #199
January 22, 2013

BOARD MEMBERS PRESENT

R. Charles White . Walton
Mae Davis . Elbert
Melanie Villalta - Athens-Clarke
Pat Ellis . Jackson

Shirley Segars . Barrow
Judy Spurgeon . Oglethorpe
Valencia B. Riden . Barrow

BOARD MEMBERS ABSENT

Katie McDaniel . Oconee (EX)
Doc Eldridge . Athens-Clarke (EX)
Linda Vinson . Walton (EX)
Vacant . Athens-Clarke

Dr. Paul Roman . Morgan (EX)
Mary Jo Matthews . Madison (EX)
Vacant . Greene
Vacant . Jackson

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Cindy Darden
Art Davis
Barbara Geter
Janice Callaway
Tammy Dalton
Evan Mills

Brenda Smith
Michelle Creech
O. J. Booker
Perry Sims
Betsy Stewart

GUESTS

Robyn Garrett-Gunnoe, Director
Georgia Association of Community Service Boards

The meeting was opened by Melanie Villalta, Community Service Board (CSB) Chairperson.

1.0 ACTIONS

- 1.1** Motion to approve the agenda. Moved (Judy Spurgeon); Seconded (Mae Davis); Passed (Unanimously).
- 1.2** Motion to accept the minutes of the November 27, 2012 CSB Meeting. Moved (Shirley Segars); Seconded (Pat Ellis); Passed (Unanimously).
- 1.3** Motion to accept the Bylaws and Policy Committee's review of the ABHS policies (see Board Reports 5.4). Moved (Pat Ellis); Seconded (Mae Davis); Passed (Unanimously).
- 1.4** Motion to adjourn. Moved (Shirley Segars); Passed (Unanimously).

2.0 PRESENTATION

- 2.1** Robyn Garrett Gunnoe, Director, Georgia Association of Community Service Boards (GACSB) distributed and presented an overview of the Association. Ms. Gunnoe oversees the daily operation of the Association as well as working directly with the twenty-six (26) CSB member organizations, families, consumers of behavioral health and developmental disabilities services. The GACSB is a nonprofit corporation registered with the Secretary of the State of Georgia. The Association is organized for the following purposes: to provide its member boards with a forum for the sharing and exchanging of information, ideas, development of resources and solutions to programs; to provide leadership in the development and operation of public disability services which are community-based and comprehensive in range, involve consumers and their families in their design and governance, and are provided in a cost effective manner in the least restrictive setting; to advocate, initiate and support actions designed to improve disability

services in Georgia; serves as a spokesperson in matters mutually involving and concerning its members boards; encourages the development and maintenance of the highest professional standards for programs and services to persons with disabilities; promotes the cooperation of its member and collaboration with other persons and organizations engaged in related activities; encourages, promotes and supports the continuing education and development of professional, technical, administrative and support staff of its member boards; provides leadership in the development and implementation of sound, data-based methods for evaluating the performance and effectiveness of the services and programs of its members boards; provides elected and appointed public officials with information related to public disability services and the activities of its members boards; and does other things permitted by law. She encouraged the Board to use the information as an educational tool. Ms. Gunnoe invited Board members to attend the 2013 Board Retreat, May 9-10, 2013 in Dublin, Georgia.

3.0 REPORT FROM CSB DIRECTOR

3.1 Dr. Darden reported that Michelle Creech, Continuous Quality Improvement (CQI) Director resigned effective February 1st. She has accepted a position at Athens Regional Medical Center (ARMC).

4.0 NEW BUSINESS

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

4.1.1 O. J. Booker, Chief Operating Officer (COO) introduced Perry Sims. Mr. Sims joined the ABHS Team January 2nd as the Management Information Systems (MIS) Director. He will be supervising both MIS and Information Technology (IT) functions.

4.1.2 Ms. Creech summarized the FY2012 Performance Improvement Analysis Report; Board members were provided a copy of the document for review prior to the meeting. The report is an annual summary highlighting various components of the overall quality improvement efforts for Advantage. It is derived from input from the Management Team, its professional and support staff, the Chief Executive Officer (CEO), individuals receiving services, its Board members, and external stakeholders. Through various formats, it is made available to all its stakeholders, internally to the agency, and externally to its community partners and funding sources. It covers both business and service delivery components.

4.1.3 Ms. Creech updated on the CSB Strategic Plan. The plan includes goals, objectives, actions and timelines for the responsible individuals to provide updates. She requested sending updates to the Administrative Office for documentation.

4.1.4 Dr. Darden reported that the GACSB Interest Groups has scheduled the following events at the Georgia Capitol: Mental Health Day, February 19th; and Developmental Disabilities Day, February 21st.

5.0 BOARD REPORTS

5.1 Finance Work Group . Art Davis, Chief Financial Officer (CFO) presented the revenues and expenditures compared to the budget period ending December 31, 2012. He noted that he and Mr. Booker will be contacting the County Managers regarding their annual allocations for ABHS. Dr. Darden encouraged the CSB to communicate with their Commissioners regarding funding.

5.2 Recruitment & Retention Work Group . Ms. Villalta reported that the Board agreed that the County Commissioners be responsible for appointing candidates to the Board. Mae Davis, Workgroup Chairperson noted that there are currently three (3) vacancies, one each in Clarke, Greene and Jackson counties. Correspondence will be sent to the County Commissioners requesting that these positions be filled. Ms. Davis also urged the Board's participation at scheduled functions.

5.3 Advocacy & Awareness Work Group . Ms. Villalta mentioned partnering with Friends of Advantage (FOA) in an Information Presentation; interested Board members may contact

she or Tammy Dalton, FOA. She will keep the Board updated on the event as plans are finalized.

- 5.4** Bylaws and Policy Work Group . Pat Ellis, Chairperson reported the committee met today. They reviewed the following policies:
100.100 Organizational Principles and Leadership: Mission, Values, Vision and Strategic Directions
100.110 Organizational Principles and Leadership: Philosophy
100.125 Organizational Principles and Leadership: Non-Discrimination
100.126 Organizational Principles and Leadership: Corporate Compliance
100.127 Organizational Principles and Leadership: Code of Ethics
100.128 Social Media Policy . Organizational Use
100.130 Organizational Principles and Leadership: Standards of Conduct
100.135 Organizational Principles and Leadership: Business Ethics
100.140 Organizational Principles and Leadership: Ethical Conduct Violations
100.150 Organizational Principles and Leadership: Dual Relationships
100.160 Organizational Principles and Leadership: Visitor Confidentiality
100.200 Organizational Leadership: Governance
100.205 Organizational Leadership: Delegation of Board Authority
- 5.5** Rights of Persons Served Work Group . Ms. Davis reported that she and Tarin Tripp, Risk Manager met today and reviewed incidents which occurred in July and August 2012.
- 5.6** Board Education & Planning Work Group . Ms. Villalta noted that an educational presentation will be scheduled in March 2013.
- 5.7** Ad Hoc Friends of Advantage Committee . Ms. Dalton reported on tentative dates of upcoming fundraising events: 2013 adDRESS a Need Top Model Event . February 5, 2013 at Hotel Indigo, Athens, Georgia; adDRESS a Need Dress Sale . March 1-2, 2013, The Classic Center, Athens, Georgia; Afternoon Tea with Friends . August 10, 2013; and Cruise In and Children Carnival . October 19, 2013.
- 5.8** Staff Support Work Group . Ms. Villalta reported on the Barrow County Services Tour on January 9, 2013. Board members toured the ABHS sites including the Barrow County Clinic and Custom Industries; they attended the Mental Health Accountability Court and the Drug Accountability Court graduations. Ms. Dalton thanked the Board for incorporating FOA in their Annual Awards Dinner, December 2012.
- 5.9** CSB Association Update . no report requiring an action.

6.0 REPORTS FROM THE CSB CHAIRPERSON

- 6.1** Ms. Villalta noted that the Board is adhering to its FY2013 strategic plan. She highlighted on Goal #1 . continue to maintain compliance to governance standards, while maximizing member participation. In order to fulfill the goal, the board will achieve a 4.5 score on the annual board assessment to ensure satisfaction of participating members. She recommended scheduling a work day to review and revise the board assessment tool. The Work Day will be held February 5, 2013, 12 . 4pm, ABHS Training Room, Athens, Georgia. Board members were encouraged to participate.

7.0 PUBLIC ACCESS

- 7.1** No one present to address the Board.

8.0 ADJOURNMENT

DATE

APPROVED BY: Judy Spurgeon
SECRETARY

SUBMITTED BY: BRENDA SMITH

APPROVED BY: Melanie Villalta
CHAIR PERSON