

Advantage
Behavioral Health Systems
MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE
DISEASES SERVICE BOARD MEETING #204
July 23, 2013

BOARD MEMBERS PRESENT

Shirley Segars . Barrow
Melanie Villalta - Athens-Clarke
Pat Ellis . Jackson

Linda Vinson . Walton
Frusanna Hayes . Morgan
Dennise Grayson - Oconee

BOARD MEMBERS ABSENT

Mae Davis . Elbert (EX)
R. Charles White . Walton (EX)
Mary Jo Matthews . Madison (EX)
Vacant . Greene
Vacant . Oglethorpe

Doc Eldridge . Athens-Clarke (EX)
Valencia B. Riden . Barrow (EX)
Vacant . Jackson
Vacant . Athens-Clarke

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Cindy Darden
Art Davis
Sherrie Maxwell
Tammy Dalton
Terri Weimorts
Laurie Bailey
Latonia Gunn
Erin Ray
Connie Hamley
Rhona Jones

Brenda Smith
Janice Callaway
O. J. Booker
Sarah Addison
Evan Mills
Benjie Wood
Elizabeth Stewart
Barbara Geter
Sharon Weaver

GUESTS

Chuck Hunt

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

1.0 ACTIONS

- 1.1** Motion to approve the agenda as amended. Moved (Linda Vinson); Seconded (Shirley Segars); Passed (Unanimously).
- 1.2** Motion to accept the minutes of the June 25, 2013 CSB Meeting. Moved (Pat Ellis); Seconded (Dennise Grayson); Passed (Unanimously).
- 1.3** Motion to approve the ABHS FY2014 Strategic Plan. Moved (Linda Vinson); Seconded (Shirley Segars); Passed (Unanimously).
- 1.4** Motion to approve the CSB FY2014 Strategic Plan. Moved (Pat Ellis); Seconded (Shirley Segars); Passed (Unanimously).
- 1.5** Motion to accept the proposed FY2014 budget. Moved (Linda Vinson); Seconded (Frusanna Hayes); Passed (Unanimously).
- 1.6** Motion to accept the recommendation of the Bylaws and Policy Workgroup that the ABHS policies be accepted as reviewed. Moved (Pat Ellis); Seconded (Dennise Grayson); Passed (Unanimously).
- 1.7** Motion to approve to pay \$5000 for John Knowlton to provide fundraising consultation services to ABHS staff, the CSB and FOA Boards. moved (Linda Vinson); Seconded (Frusanna Hayes); Passed (Unanimously).
- 1.8** Motion to adjourn. Moved (Linda Vinson); Passed (Unanimously).

2.0 OATH OF OFFICE

- 2.1 Ms. Villalta swore in Frusanna Hayes. Ms. Hayes will represent the Morgan County community.

3.0 CSB EMPLOYEE AWARDS

3.1 Linda Vinson, Staff Support Work Group presented the CSB Employee Awards to the following staff: **Team Spirit Award** . Assertive Community Team (ACT), Sharon Weaver, Connie Hamley, Sabrina Faircloth, Rhona Jones and Carrie Cox; **Made It Happen Award** – Latonia Gunn, Medical Assistance Program (MAP); **Going Above and Beyond Award** – Erin Ray, Quality Assurance; and **Gone the Extra Mile Award** – Benjie Wood, Business Office. The CSB Employee Awards are presented on a quarterly basis and recipients receive a framed certificate and a small monetary gift.

4.0 REPORT FROM CSB DIRECTOR

- 4.1 Dr. Darden distributed and reported on two (2) news articles posted by The Brunswick News, %Gateway finances in dispute+ and %side venture drains funds meant to help mentally ill+. Last week, the Gateway CSB leadership was taken over by the Department of Behavioral Health Developmental Disabilities (DBHDD). The DBHDD has the legal right to take over the operations of a CSB due to financial instability and mismanagement. Dr. Darden noted that the articles are quoting a disgruntle employee with the organization. However, DBHDD took over the organization due to lack of cash, significant debt and delayed payment to creditors. DBHDD has asked David Crews, Chief Executive Officer (CEO), Viewpoint CSB and was the long-term Chief Financial Officer (CFO) to maintain the operations for 30-60 days and investigate the alleged mismanagement.
- 4.2 Dr. Darden reported on the House Budget Office Tour Group. Members of the House Office Staff, a State Representative, and DBHDD staff toured ABHS and Viewpoint, on July 17th. ABHS provided lunch and a program about their collaborative efforts with the Criminal Justice System. Afterwards, the group toured the Women's Services Recovery Program and at the end they were educated on the philosophy of recovery through the peers of the Peer Support and Day Programs.
- 4.3 Dr. Darden reported that the Department of Corrections (DOC) has invited Pardons and Paroles and all of the CSB's CEOs to a gathering/training on July 24, 2013. The focus will be trying to make more linkages at the state, regional and individual levels for providing criminal justice programs. Dr. Darden serves as the Chairperson of the CEO Interest Group was asked to speak on behalf of the CSBs at the meeting.
- 4.4 Dr. Darden noted that the ACT Program had a visit from a Consultant with the Department of Justice (DOJ) settle agreement. The Consultant was very impressed with numerous of services ABHS is providing including the connection with the Criminal Justice System and payee support for clients. Dr. Darden congratulated staff for their support and hard work in the program.

5.0 NEW BUSINESS

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

- 5.1.1 Laurie Bailey, Clinical Director updated on the audits conducted on the Homeless Services including the Homeless Day Service Center (HDSC), the Shelter Plus Care Housing (SPCH), the Oconee Supportive Housing Program (OSHP), and Residential Services. She noted that the result of these audits were **no concerns and no findings**.
- 5.1.2 Ms. Bailey noted that seven (7) babies have been born drug-free at the Women's Services Program during the last twelve (12) months.
- 5.1.3 Ms. Bailey reported that the ACT Program will receive \$780,000 in funding next year and every year thereafter.
- 5.1.4 Evan Mills, Grant Specialist updated on some successful grant opportunities for ABHS. ABHS received an Incentive Grant in the amount of \$75,000 from the

Governor's Office for collaboration with Athens-Clarke County Court for juvenile justice. The funds will be used to expand the services in the ABHS Child & Adolescent (C&A) InnerLight Program which is the Addictive Diseases Program. ABHS receives ongoing grants from the Department of Community Affairs (DCA) for Rapid Re-Housing type activities. This year, ABHS received three (3) additional new grants including a New Home Reduction Program, employment of the SSI/SSDI Outreach, Access and Recovery (SOAR) Benefit Specialist, and a Prevention Grant. Mr. Evans noted that ABHS was awarded a \$2300 Mini Grant through the Georgia Council on Substance Abuse (GCSA) to assist with the 2nd Annual Recovery Awareness Festival, September 15, 2013 at the East Athens Community Park. He will keep the Board updated on the progress of the grants opportunities.

5.1.5 Barbara Geter, Ph.D., Developmental Disabilities reported that bowel issues including obstruction, impaction and constipation constitutes 40% of deaths among the population of adults living with developmental disabilities.

5.1.6 Sherrie Maxwell, Human Resources reported on the parity study for mental health, developmental disability and administration. The goal is to determine whether or not ABHS pay practices were internally equitable and to compare pay to the CSBs, the state and the external market. It was clear that ABHS lags the external market, including the CSBs in most instances. The salaries are about 10 to 50% below the CSBs and approximately 25% below the general external market.

5.1.7 Ms. Maxwell reported that the CEO Search is going very well. There were fifty (50) applicants in which the applications have been reviewed and reduced to the top five (5) qualifying candidates. She plans to meet with the CEO Search Committee immediately following this meeting.

5.2 Ms. Villalta discussed scheduling a CSB Work Day to review incident reports, risk management and preview an educational presentation drafted by a Friends of Advantage (FOA) Board member. Ms. Villalta requested for the information regarding incidents and risk management be provided to the Board for review prior to the Work Day. Ms. Maxwell informed that the DBHDD guidelines indicates reviewing only the critical incident reports wherein the CSB Rights of Persons Served (ROPS) Committee is reviewing all incidents; Ms. Maxwell requested re-evaluating the process. The Work Day will be held September 10, 2013, 12 . 4pm, in the ABHS Director's Conference Room.

6.0 OLD BUSINESS

6.1 Sarah Addison, Quality Assurance reported the Board was provided copies of the FY2014 Strategic Plans for ABHS and the CSB; she requested approval of the documents.

6.2 Ms. Villalta reported on the results of the ABHS Self-Assessment for Board Members and the ABHS Board Assessment. The areas needing improvements based on the self-assessment are: committee meetings attendance and discussions with new members about the roles and responsibilities of a board member. The results for the Board as a whole was compared for FY2011, FY2012 and FY2013. Ms. Villalta noted that the results was drafted by Judy Spurgeon, former Oglethorpe CSB Representative.

7.0 BOARD REPORTS

7.1 Finance Work Group . Art Davis, CFO presented the revenues and expenditures compared to the budget period ending June 30, 2013. Mr. Davis distributed and reported on the proposed budget for FY2014. He plans to have a more detailed budget for review at the next meeting.

7.2 Recruitment & Retention Work Group . Ms. Villalta noted that a possible candidate has been identified to represent Jackson County.

7.3 Advocacy & Awareness Work Group . no report requiring an action.

7.4 Bylaws and Policy Work Group . Pat Ellis, Chairperson reported that the workgroup met today and reviewed the following policies:
300.230 Infection Control . Toy sanitation

- 300.235 Prevention of Airborne and Droplet Infection
- 300.240 Rubella
- 300.245 Bacterial Meningitis
- 300.250 Prevention of Bloodborne Pathogens
- 300.255 Hepatitis B
- 300.260 STDs
- 300.265 Standard Precautions
- 300.270 Fluid Cleanup
- 300.275 Bio waste
- 300.280 Post exposure to Infection
- 300.285 Skin Infections
- 300.290 Head Lice
- 300.295 Food Sanitation
- 300.300 Laundry

- 7.5** Rights of Persons Served Work Group . no report requiring an action.
- 7.6** Board Education & Planning Work Group . no report requiring an action.
- 7.7** Ad Hoc Friends of Advantage Committee . Ms. Villalta reported the FOA Board met on July 22nd and discussed the possibility of partnering with ABHS in employing John Knowlton, Consultant to assist with fundraising. Mr. Knowlton has many years of experience as a proven successful consultant for nonprofit hospitals. He has focused on developing strategies to help his clients be successful in all key areas of fundraising. Mr. Knowlton would provide seminars for ABHS staff, the FOA and CSB Board leadership. The cost is \$10,000 per year. FOA recommends that the Boards split the cost with each Board paying \$5000 each. Tammy Dalton and Mr. Evans promote hiring Mr. Knowlton based on growth opportunity for grants and fundraising.
- 7.8** Staff Support Work Group . no report requiring an action.
- 7.9** CSB Association Update . no report requiring an action.

8.0 REPORTS FROM THE CSB CHAIRPERSON

- 8.1** The FY2014 CSB Officers will be sworn into office at the next meeting.

9.0 PUBLIC ACCESS

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

10.0 ADJOURNMENT

DATE	APPROVED BY: Dennise Grayson SECRETARY
SUBMITTED BY: BRENDA SMITH	APPROVED BY: Melanie Villalta CHAIR PERSON