

**Advantage**  
**Behavioral Health Systems**  
**MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE**  
**DISEASES SERVICE BOARD MEETING #200**  
**March 26, 2013**

**BOARD MEMBERS PRESENT**

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

Shirley Segars . Barrow  
Judy Spurgeon . Oglethorpe  
Valencia B. Riden . Barrow  
Doc Eldridge . Athens-Clarke

**BOARD MEMBERS ABSENT**

Katie McDaniel . Oconee (EX)  
Mary Jo Matthews . Madison (EX)  
Vacant . Athens-Clarke

Dr. Paul Roman . Morgan (EX)  
Vacant . Greene  
Vacant . Jackson

**ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT**

Cindy Darden  
Art Davis  
Barbara Geter  
Janice Callaway

Brenda Smith  
Rosalind Parks  
O. J. Booker  
Laurie W. Bailey

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 (Doc Eldridge); Seconded (Judy Spurgeon); Passed (Unanimously).
- 1.2** Motion to accept the minutes of the January 22, 2013 CSB Meeting. Moved (Doc Eldridge); Seconded (Judy Spurgeon); Passed (Unanimously).
- 1.3** Motion to approve ABHS to accept the NoGap invitation (see CSB Director Report 3.2). Moved (Charles White); Seconded (Shirley Segars); Passed (Unanimously).
- 1.4** Motion to designate Mae Davis as the CSB Association Representative. Moved (Doc Eldridge); Seconded (Judy Spurgeon); Passed (Unanimously).
- 1.5** Motion to amend the CSB Bylaws to include term limits to two (2) term limits with a grandfather clause stating that the current Board members can serve as long as he/she desires. Moved (Shirley Segars); Seconded (Doc Eldridge); Passed (Unanimously).
- 1.6** Motion to accept the Bylaws and Policy Committees review of the ABHS policies (see Board Reports 6.4). Moved (Pat Ellis); Seconded (Mae Davis); Passed (Unanimously).
- 1.7** Motion to revise the CSB Bylaws to state that in May Board Officers will be nominated and the CSB Association Representative will be identified, the election will be held in June and the effective date will be July 1<sup>st</sup>. Moved (Judy Spurgeon); Seconded (Mae Davis); Passed (Unanimously).
- 1.8** Motion to adjourn. Moved (Shirley Segars); Passed (Unanimously).

**2.0 PRESENTATION**

- 2.1** The Certified Addiction Recovery Empowerment Specialists (C.A.R.E.S.) will present at the April meeting.

**3.0 REPORT FROM CSB DIRECTOR**

- 3.1** Dr. Darden reported that Behavioral Health and Developmental Disabilities has been exempt from the Medicaid rate cut that was originally proposed. ABHS is continuing to review the Child & Adolescent Program to determine whether to continue providing

services. Dr. Darden recommended the Board's approval to plan a budget for Child & Adolescent Services. She reported that staff is developing a smaller intake packet for utilization and the program will be re-examined in six (6) months. The Board approved.

- 3.2** Dr. Darden reported that ABHS has received an invitation to become a partner in the North Georgia Partnership (NoGAP). NoGAP is a non-profit collaborative network of CSBs in the North Georgia area. The types of projects that NoGAP envisions to conduct collaboratively include pursuing grant opportunities, collaborating with colleges and universities for workforce development, negotiation of managed care contracts and leverage with electronic health record vendors. There is no cost to join NoGap, but there will be costs involved in any of the ventures that ABHS choose to join. Dr. Darden noted that membership would place ABHS with the CSBs with whom ABHS has the most in common. It also places ABHS with a group of highly respected CSBs and innovative CEOs. She recommended a formal approval for ABHS to join NoGAP.

## **4.0 NEW BUSINESS**

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

- 4.1.1** Laurie Bailey, Clinical Director reported that ABHS was contacted by Viewpoint (formerly known as Gwinnett/Rockdale/Newton CSB) for a collaboratively joint grant effort to fund services for the Walton and Newton Counties Health Courts. ABHS is seeking funding specifically around housing.
- 4.1.2** Ms. Bailey reported that effective July 1, 2013, ABHS will establish a Community Support Team (CST). The CST will serve clients with severe and persistent mental illness who might also have co-occurring addiction who will need more intensive treatment than traditional outpatient services or case management services. The CST will serve Greene, Morgan, Oconee and Oglethorpe Counties. Ms. Bailey feels that not all slots will be filled in those counties, so ABHS will plan to serve Clarke and Walton eventually using it as a step down service from the Assertive Community Team (ACT) in those two (2) counties.
- 4.1.3** Ms. Bailey reported on the documentary film "The Anonymous People" The movie is about the 23.5 million Americans living in long-term recovery, and the emerging public recovery movement that will transform how alcohol and other drug problems are dealt with in the communities. Some of ABHS clients were interviewed for this documentary. The movie will debut on May 2, 2013 at 6:30 pm at the Morton Theatre, Athens, Georgia. ABHS is a sponsor for this event. The tickets are \$8 if purchased at the theatre and \$10 if purchased online. Ms. Villalta requested additional information regarding this event; the Administrative Office will follow up.
- 4.1.4** Oliver Booker, Chief Operating Officer (COO) reported on the new payroll/HRS system. In January, staff successfully moved the payroll and HRIS function to an information system called OneSource by Moulton and Hardin. This move eliminates the paper-based "leave-keeping" system. Staff plan to institute the OneSource time and attendance system in April, generating even more savings from more accurate time keeping.
- 4.1.5** Mr. Booker reported that Evan Mills, Grant Specialist is seeking a grant in the sum of \$50,000 from the Georgia Healthcare Foundation. If ABHS is awarded the grant, the funds will be used to purchase a new software system for the Finance and Accounting Department.
- 4.1.6** Barbara Geter, Ph.D., Developmental Disabilities (DD) reported that the Northeast Georgia Transition Team Expo for individuals with disabilities is being held March 30, 2013, 9 . 3:00 pm, Tate Center, Athens, Georgia.
- 4.1.7** Dr. Geter reported that DD Department is participating in a collaborative effort with thirteen (13) CSBs for monies to fund Residential Intensive Support for twenty-four (24) individuals whom are being released from State Hospitals. The CSBs involved represent the six (6) regions in Georgia.
- 4.1.8** Dr. Geter reported that clients who are served by the State funding will be receiving maximum funding. As a result of the funding, there is a possibility additional clients will be served at the Elbert County Facility; therefore more

space will be needed. The facility will be renovated to accommodate and serve the additional clientele.

- 4.1.9** Pat Ellis, Jackson County CSB Representative reported on the Jackson Creative Annual Car Bike and Truck Show, April 20, 2013, 12 . 4:00 pm, Lanier Tech Parking Lot, Commerce, Georgia. This event is sponsored by the Jackson County Advocacy Parents for Developmental Disabilities (JAPDD).
- 4.1.10** Dr. Geter reported that Fine Finish is hosting the Chamber of Commerce Coffee, April 18, 2013 at 7:30 am. She encouraged CSB participation.
- 4.2** Ms. Villalta reported that Kate McDaniel, Oconee County CSB Representative resigned due to family obligations. Ms. McDaniel is the CSB Vice Chairperson and the CSB representative for the CSB Association. Therefore, the CSB needs to elect a representative for the CSB Association. Dr. Darden updated on the duties of the CSB Association representative which are attending quarterly meetings and voting rights. There is one (1) meeting remaining, which is the CSB Association Retreat, May 8-10, 2013, Dublin, Georgia. Mae Davis, Elbert County Representative agreed to serve as the CSB Association Representative until June 2013.
- 4.3** Ms. Villalta reported on the term limits for CSB membership. She proposed limiting the membership to two (2) consecutive terms for new Board members which is equivalent to six (6) years; current Board members term will not apply to this rule. The CSB Bylaws will be revised to include the term limit.

## **5.0 OLD BUSINESS**

- 5.1** Ms. Villalta requested to reschedule the CSB Work Day. The agenda will focus on the CSB Strategic Plan. Dr. Darden suggested rescheduling the Work Day in early May so that the new Board members can be included.

## **6.0 BOARD REPORTS**

- 6.1** Finance Work Group . Art Davis, Chief Financial Officer (CFO) presented the revenues and expenditures compared to the budget period ending February 29, 2013.
- 6.2** Recruitment & Retention Work Group . Ms. Davis, Chairperson reported that a candidate has been identified to represent Greene County and will begin these duties in April. Ms. Davis noted that she has contacted the Jackson County Commissioners and requested that a candidate be appointed to the CSB. Ms. Villalta reported that she has contacted potential candidates to represent Athens-Clarke County and the Adhoc Public Relations positions. Information has been forwarded to the candidates for review.
- 6.3** Advocacy & Awareness Work Group . no report requiring an action.
- 6.4** Bylaws and Policy Work Group . Pat Ellis, Chairperson reported the committee met today. They reviewed the following policies regarding the organizational principles and leadership:
  - 100.210** Organizational Principles and Leadership: Governing Body-Selection and Appointment
  - 100.215** Organizational Principles and Leadership: Governing Body-Community Service Board's Conflict of Interest Policy
  - 100.220** Organizational Principles and Leadership: Governing Body-Community Service Board Member Code of Ethics
  - 100.225** Organizational Principles and Leadership: Governing Body-Meeting and Minutes
  - 100.230** Organizational Principles and Leadership: Governing Body-Standing Workgroups
  - 100.235** Organizational Principles and Leadership: Governing Body-New Member Orientation
  - 100.245** Organizational Principles and Leadership: Governing Body-Community Service Board Annual Self-Evaluation
  - 100.250** Organizational Principles and Leadership: Governing Body-Executive Director
  - 100.251** Organizational Principles and Leadership: Governing Body-Executive Director Review

- 100.252** Organizational Principles and Leadership: Governing Body-Compensation Policy
- 100.253** Organizational Principles and Leadership: Governing Body-Compensation Review
- 100.255** Organizational Principles and Leadership: Governing Body-Organizational Charts
- 100.260** Organizational Principles and Leadership: Governing Body-Information Dissemination
- 100.265** Organizational Principles and Leadership: Governing Body-Culturally Diverse Leadership
- 6.5** Rights of Persons Served Work Group . Ms. Davis noted that she reviewed August 2012 incident reports. Eighteen incidents occurred including eleven (11) serious and seven (7) critical. She has some concerns and questions and will follow up with Tarin Trip, Risk Manager.
- 6.6** Board Education & Planning Work Group . Ms. Villalta reported the C.A.R.E.S. presentation will be conducted in April.
- 6.7** Ad Hoc Friends of Advantage Committee . Ms. Villalta noted that FOA did not meet this month. The AdDRESS A Need Sale in Athens-Clarke County profited approximately \$6000. Tammy Dalton has set up a dress shop in Monroe, Georgia at the Monroe Cotton Mills, March 22<sup>nd</sup> . April 6<sup>th</sup>. Board members were encouraged to volunteer at the event.
- 6.8** Staff Support Work Group . no report requiring an action.
- 6.9** CSB Association Update . no report requiring an action.

**7.0 REPORTS FROM THE CSB CHAIRPERSON**

- 7.1** Ms. Villalta reported that the CSB Meeting scheduled for February 26, 2013 was cancelled due to low Board member attendance.
- 7.2** Ms. Villalta updated on the CSB assessment tool. The current document will be utilized until it has been revised. Board members will be provided the assessment tool, the Code of Ethics and the Confidentiality statements in April.

**8.0 PUBLIC ACCESS**

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

**9.0 ADJOURNMENT**

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DATE

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APPROVED BY: Judy Spurgeon  
SECRETARY

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SUBMITTED BY: BRENDA SMITH

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APPROVED BY: Melanie Villalta  
CHAIR PERSON