

Advantage
Behavioral Health Systems
**MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE
DISEASES SERVICE BOARD MEETING #192**
May 22, 2012

BOARD MEMBERS PRESENT

Katie McDaniel . Oconee
Pat Ellis . Jackson
Mae Davis . Elbert
Judy Spurgeon . Oglethorpe
Shirley Segars . Barrow

R. Charles White . Walton
Mary Jo Matthews . Madison
Linda Vinson . Walton
Melanie Villalta - Athens-Clarke
Dr. Paul Roman . Morgan

BOARD MEMBERS ABSENT

Mary Gannon Gunn . Athens-Clarke
Vacant . Barrow
Vacant . Jackson

Lorraine Henderson . Greene
Vacant . Athens-Clarke

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Cindy Darden
Brenda Smith
Barbara Geter
Tarin Tripp

Amanda Hall
Cynthia Darby
O. J. Booker
Michelle Creech

GUESTS

Valencia Berry Riden
Camden Pace

Carter Smisson
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 revised. Moved (Kate McDaniel); Seconded (Mae Davis); Passed (Unanimously).
- 1.2** Motion to accept the minutes of the April 24, 2012 CSB Meeting. Moved (Kate McDaniel); Seconded (Judy Spurgeon); Passed (Unanimously).
- 1.3** Motion to accept the Advantage Behavioral Health Systems (ABHS) Resolution (see New Business 4.2). Moved (Shirley Segars); Seconded (Kate McDaniel); Passed (Unanimously).
- 1.4** Motion to accept the Bylaws and Policy Committee reading of the Human Resources policies. Moved (Pat Ellis); Seconded (Mae Davis); Passed (Unanimously).
- 1.5** Motion to adjourn. Moved (Mae Davis); Seconded (Linda Vinson); Passed (Unanimously).

2.0 AWARDS PRESENTATION

- 2.1** Mary Jo Matthews, Madison County CSB Representative presented a plaque to Carter Smisson, former Jackson County CSB Representative. Mr. Smisson served fourteen (14) years of dedicated services on the Board. He resigned from these duties in November 2011.

3.0 REPORTS FROM THE CSB DIRECTOR

- 3.1 Dr. Darden updated on the Health Home Models. Under the Affordable Care Act, it became possible for individuals to have a Health Home with a Community Mental Health Center and/or with a Federally Qualified Health Care to assist in the coordination of health care services. The relationships ABHS is forming with MedLink, Athens Neighborhood Health Center and with Athens Health Network may enable ABHS to establish collaborations that will assist to provide holistic care to the clients.
- 3.2 Dr. Darden reported on the agency's financial status. ABHS was not funded for the Assertive Community Treatment (ACT) Program, sustained a 2% deficit in the State funding, and a drastic increase in the benefit costs.
- 3.3 Dr. Darden reported on the potential cut in funds for the Developmental Disabilities (DD) Program which will affect the rates for Medicaid Waiver clients and the clients receiving funding through the Grant-in-Aid (GIA). A meeting to address advocacy efforts will be held May 23rd; Barbara Geter, Ph.D., Director of DD will participate. Dr. Darden noted that the same level of service will be expected with less funds and significant changes will be likely.

4.0 NEW BUSINESS

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

- 4.1.1 Oliver Booker, Chief Operating Officer (COO) updated on Telepsychiatry. ABHS has purchased three (3) sets of telemedicine equipment for Athens-Clarke, Elbert and Greene Counties and are planning to go live by June 15th. Staff is being trained on how to handle the clients and the procedures are being drafted. The purpose for this service is to decrease the waiting list and increase the availability.
- 4.2 Ms. Villalta read a resolution which requires to be recorded in the minutes of the meeting:
BE IT RESOLVED, that the Community Service Board of Advantage Behavioral Health Systems does hereby authorize Cindy A. Darden, Ph.D., Chief Executive Officer (CEO) to endorse the 2012 Department of Behavioral Health Developmental Disabilities Contract, revisions and budget documents for the agency. In the event of her absence, Oliver J. Booker is authorized to sign contracts, revisions and budget documents. Passed this 22nd day of May 2012.
- 4.3 Ms. Villalta reported on the CSB committees and goals drafted from the CSB Work Day, May 1st. Dr. Thomas Holland and Julie Meehan facilitated the session focusing on the CSB's role in Advantage. The board identified strategic goals including retention and recruitment, board education including guidance for the future, advocacy and awareness and support of staff and focused on redesigning the committees to highlight the goals. These goals will be included in the FY2013 CSB Strategic Plan and the new committees will be established by July 2012. Ms. Villalta recommended having the Bylaws and Policy Committee meet and address the re-establishment of the committees. The Bylaws and Policy and Rights of Persons Served committees will remain. Shirley Segars, Barrow County CSB Representative recommended having a break-down including the changes of the committees; Ms. Villalta will follow up.

5.0 BOARD REPORTS

- 5.1 Finance Committee . Amanda Hall, Business Office presented the revenues and expenditures compared to the budget period ending April 30, 2012.
- 5.2 Membership & Nominations Committee . Mae Davis, Chairperson reported on the absenteeism of Lorraine Henderson, Greene County CSB representative. Ms. Henderson has five (5) unexcused absences. Pat Ellis, Bylaws and Policy Committee Chairperson confirmed that the policy states that resignation may be requested when a member has two (2) consecutive unexcused absences. Ms. Ellis recommended sending

a certified letter to Ms. Henderson regarding concerns for absence; Ms. Davis will follow up.

- 5.3** Legislative Committee . no report requiring an action.
- 5.4** Bylaws and Policy Committee . Pat Ellis, Chairperson reported that the committee met today and reviewed thirteen (13) polices in the Human Resources series. They are:
 - 1500.000 Human Resources: Equal Employment Opportunity and Non-Discrimination
 - 1500.001 Human Resources: Sexual Harassment
 - 1500.002 Human Resources: Smoking Policy
 - 1500.003 Human Resources: Personnel Management Policy Development Review
 - 1500.004 Human Resources: Delegation of Authority
 - 1500.005 Human Resources: Assignment of Duties
 - 1500.006 Human Resources: Third Party Involvement in Employment Issues
 - 1500.007 Human Resources: Administrative Closing of Offices
 - 1500.008 Human Resources: Workplace Violence
 - 1500.009 Human Resources: Employee Educational Reimbursement
 - 1500.010 Human Resources: Teleworking
 - 1500.011 Human Resources: Children and Pets in the Workplace
 - 1500.012 Human Resources: Motor Vehicle Request (MVR) for Driver Eligibility
- 5.5** Rights of Persons Served Committee . Ms. Davis, Committee Chairperson reported that today is Hope Cymerman, Risk Manager last day working with the committee due to pursuing a nursing career. The committee met today along with Tarin Tripp, Risk Manager and Chuck Hunt. They reviewed twenty-six (26) incidents including twenty (20) serious, four (4) minor and one (1) critical.
- 5.6** Ad Hoc Public Relations Committee . no report requiring an action.
- 5.7** Ad Hoc Friends of Advantage Committee . no report requiring an action. Ms. Ellis commented on the Car & Truck Show, April 28th sponsored by Jackson County APDD and Friends of Advantage. The event was a success and the proceeds will benefit Jackson Creative.
- 5.8** CSB Association Update . Kate McDaniel, CSB Association Liaison updated on the CSB Association Retreat, May 10-11, 2012. They addressed the redesigning of Medicaid and advocacy for the CSB. Surveys are being conducted and benchmark studies of the CSBs.

6.0 REPORTS FROM THE CSB CHAIRPERSON

- 6.1** Ms. Villalta introduced Valencia Berry Riden. Ms. Riden has been appointed to the CSB to represent the Barrow County community. She is a former ABHS Child & Adolescent Activity Therapy Supervisor and Mental Health/Disabilities Specialist at the Easter Seals of Northeast Georgia. Ms. Riden will participate in the New Board Member Orientation and be sworn into office at the June 2012 CSB Meeting.
- 6.2** Ms. Villalta introduced Charles (Chuck) Hunt. Mr. Hunt is a residence of Oconee County and will serve as a volunteer on the Rights of Persons Served (ROPS) Committee.
- 6.3** Ms. Villalta noted that the results of the Board assessments will be addressed at the June meeting. She requested Board members to send his/her completed assessments to Judy Spurgeon, Oglethorpe County CSB Representative.
- 6.4** Ms. Villalta mentioned the CSB Strategic Plan. Board members will determine a date for a Work session to address the plan at the June meeting.
- 6.5** Ms. Villalta reported on the CSB and Mental Health America (MHA) Annual Dinner and Meeting. MHA has decided not to have this event with ABHS due to their restructuring efforts. The CSB needs to plan their Annual Dinner and Meeting; Board members recommended having this event possibly in September. The Advocacy & Awareness Committee will be responsible for planning the event.

7.0 PUBLIC ACCESS

7.1 Camden Pace, National Alliance for Mental Illness (NAMI) reported on Consumer Support and Family Support Meetings. These meetings are held on the 2nd and 4th Mondays, at 7pm at the Central Presbyterian Church. He encouraged participation.

8.0 ADJOURNMENT

DATE

APPROVED BY: Judy Spurgeon
SECRETARY

SUBMITTED BY: BRENDA SMITH

APPROVED BY: Melanie Villalta
CHAIR PERSON