

**Advantage**  
**Behavioral Health Systems**  
**MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE**  
**DISEASES SERVICE BOARD MEETING #206**  
**September 24, 2013**

**BOARD MEMBERS PRESENT**

Shirley Segars . Barrow	Frusanna Hayes . Morgan
Melanie Villalta - Athens-Clarke	Mary Jo Matthews . Madison
Pat Ellis . Jackson	R. Charles White . Walton
Mae Davis . Elbert	

**BOARD MEMBERS ABSENT**

Linda Vinson . Walton (EX)	Valencia B. Riden . Barrow (EX)
Doc Eldridge . Athens-Clarke (EX)	Dennise Grayson . Oconee (EX)
Vacant . Jackson	Vacant . Oglethorpe
Vacant . Greene	Vacant . Athens-Clarke

**ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT**

Cindy Darden	Brenda Smith
Art Davis	Janice Callaway
Sherrie Maxwell	O. J. Booker
Tammy Dalton	Sarah Addison
Terri Weimorts	Peggy Wallace
Laurie Bailey	Terri Weimorts
Barbara Geter	

**GUESTS**

Conley Brooks

**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 (Shirley Segars); Seconded (Pat Ellis); Passed (Unanimously).
- 1.2** Motion to accept the minutes of the August 27, 2013 CSB Meeting. Moved (Mae Davis); Seconded (Shirley Segars); Passed (Unanimously).
- 1.3** Motion to approve the Department of Community Affairs (DCA) resolutions for the homeless. Moved (Mary Jo Matthews); Seconded (Mae Davis); Passed (Unanimously).
- 1.4** Motion to reschedule the October CSB Meeting to October 29, 2013. Moved (Shirley Segars); Seconded (Pat Ellis); Passed (Unanimously).
- 1.5** Motion to approve a \$2500 budget for the CSB Annual Meeting. Moved (Shirley Segars); Seconded (Mae Davis); Passed (Unanimously).
- 1.6** Motion to approve the 400 series of the ABHS policies. Moved (Pat Ellis); Passed (Unanimously).
- 1.7** Motion to adjourn. Moved (Fru Hayes); Passed (Unanimously).

**2.0 PRESENTATION**

**2.1** Peggy Wallace, Program Manager, Women Services Program, formerly the Temporary Assistance for Needy Families (TANF) Ready for Work Program reported that the program works with women who have children with open Department of Family & Children Services (DFACS) cases, alcohol and drug problems, education and work related issues. DFACS provides funding through contracts and grants for serving these women. ABHS is currently serving fifteen (15) women in the program and four (4) in the Family Dependency Court. Referrals are made from DFACS, Pardons and Paroles, Department of Corrections (DOC) and the Treatment Accountability Courts including Athens-Clarke, Barrow, Jackson and Hall counties. Transitional Housing services were adopted three (3) years ago wherein once a client has completed treatment and is employed, she may reside in an onsite apartment 3-6 months to get prepared to transition into society. In March 2013, the Intensive Treatment Program (ITP) Outpatient/ITP Residential was implemented which is a gender specific program (only for women) beginning at 8:30 am through 3pm. There are currently sixteen (16) participants in the Residential Program and 3 . 9 participants in the Outpatient Program. Ms. Wallace introduced the speaker whom is a TANF client that attended the first Family Treatment Court in Athens-Clarke County. The client noted that she began treatment at Women Services in December 2012. She presented a brief testimony of her situation and is very grateful for Ms. Wallace and the Women Services Program. Laurie Bailey, Clinical Director will provide a report to new CSB members regarding the Women's Services Program.

### **3.0 CSB DIRECTOR**

**3.1** Dr. Darden shared benchmarking results for FY12 including personnel, financial, program specific operations and services. The information contains Below Average to Above Average Performance compared to other CSBs and/or National data. She noted that ABHS is a part of the Transparency Group which is comprised of seven (7) CSBs. The CSBs have agreed to share sightless data with each other.

**3.2** Dr. Darden reported on the North Georgia Partnership (NoGAP) which is the collective body with similar goals and characteristics that can leverage influence. NoGAP will be meeting with various Managed Care Providers who will be involved with foster care services. Dr. Darden noted that Ms. Bailey and Terri Weimorts, Behavioral Health Provider, will attend a meeting later this week related to this issue; OJ Booker, Chief Operating Officer (COO) is very involved in NoGAP.

### **4.0 NEW BUSINESS**

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

**4.1.1** Ms. Bailey reported that effective July 1, 2013, ABHS was pleased to announce the opening of a new Psychosocial Rehabilitation Services Adult Day Program, New Directions Toward Recovery in Walton County. Individuals attending the New Directions Toward Recovery typically reside in either Walton or Barrow Counties. Participants attend groups focusing on basic skills to increase recovery. The program operates five (5) days a week for five (5) hours each day.

**4.2** Dr. Darden read a resolution for a grant received from the DCA for housing. It is a requirement that this procedure is done and documented in the minutes of this meeting. The resolutions read:

WHEREAS, Advantage Behavioral Health Systems has been offered an award of funds (the ~~%~~Agreement) from the Georgia Housing and Finance Authority for ESC, S+C Matching and/or HOPWA 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 officials 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 following 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 (Terri Weimorts, Ryan Halsey, Evan Mills and Kathy Bennett) to draw funds from DCA on behalf of Organization.

NOW, THEREFORE, BE IT FURTHER 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 the 24<sup>th</sup> day of September, 2013.

- 4.3** Ms. Villalta proposed rescheduling the October 2013 CSB Meeting due to the date conflicting with the Georgia Association of CSBs Educational Exchange, October 20 . 22, 2013. The Board agreed to change to date to October 29, 2013.

## **5.0 OLD BUSINESS**

- 5.1** Ms. Villalta reported on the CSB Work Day, September 10, 2013. They addressed risk management, the ABHS elevator speech and changing the Rights of Persons Served Committee structure. Sherrie Maxwell, Human Resources Director noted that the committees responsible for reviewing incident reports will be combined in which only trending data will be reviewed. Ms. Villalta noted that Board members were provided public relations information for becoming familiar with ABHS programs and an elevator speech. The CSB requested having ABHS program presentations at their monthly meetings.
- 5.2** Ms. Villalta mentioned the GACSB Educational Exchange, October 20 . 22, 2013, Savannah, Georgia. There will be six (6) Board members attending the event. Dr. Darden noted that ABHS staff will be presenting at the conference.
- 5.3** Ms. Villalta reported that she and Tammy Dalton, Friends of Advantage (FOA) met today to address the CSB Annual Meeting. The purpose of the event is to collaborate with FOA by inviting and honoring sponsors and volunteers. The cost for the dinner and location will be \$17.37 per person. Ms. Villalta requested the Board to approve a \$2500 budget for the event.

## **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 August 31, 2013.
- 6.2** Recruitment & Retention Work Group . Mae Davis, Chairperson reported that she has potential candidates for Athens-Clarke and Jackson counties. She contacted Ed Bullard, Greene County Board of Commissioner and they have decided not to appoint a person to the CSB. Dr. Darden will contact Greene County regarding this issue. Ms. Villalta noted that she and Ms. Davis will meet later this week with a potential candidate for Oglethorpe County.
- 6.3** Advocacy & Awareness Work Group . The Annual Meeting will be held December 5, 2013. Ms. Villalta requested appointing a group to plan the event. The group will be composed of CSB and FOA members; they will meet the second week in October.
- 6.4** Bylaws and Policy Work Group . Pat Ellis, Chairperson reported that the workgroup met today and reviewed the following policies:  
400.160 Clinical Services: Multilingual Documents  
400.180 Clinical Services: Team Interaction

- 400.185 Clinical Services: 24-hour Emergency Coverage
- 400.190 Clinical Services: Shared Services (with 4 attachments)
- 400.200 Clinical Services: Advocacy Groups
- 400.204 Clinical Services: Consent for Recordings and Photographs
- 400.205 Clinical Services: Confidentiality of Information
- 400.215 Clinical Services: Discharge Planning and Criteria (with attachment)
- 400.220 Clinical Services: Hospitalization

- 6.5** Rights of Persons Served Work Group . no report requiring an action.
- 6.6** Board Education & Planning Work Group . Ms. Villalta appointed Charles White, Walton County CSB Representative as the Chairman of the Work Group. Dr. Darden has scheduled presentations for 2013 . 2016 and will provide Mr. White with the list.
- 6.7** Ad Hoc Friends of Advantage Committee . Ms. Villalta reported that FOA met on September 19<sup>th</sup> and discussed the CSB Annual Meeting. Ms. Dalton distributed flyers for the Cruise In & Children Carnivalq October 20<sup>th</sup> at the Varsity, Athens, Georgia. She requested Board members to volunteer for the event. She reported on the FOA Employee Giving Campaign which will be implemented November 1<sup>st</sup> and the Annual Campaign will be implemented April 2014.
- 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 noted that a group photo of the CSB will be taken at the October meeting. The photo will be used for the 2013 Annual Report.
- 7.2** Ms. Villalta reminded the Board to schedule a CSB Facility Review as soon as possible. The purpose of the review is to assist in the prioritizing the limited funds for upgrading the facilities.
- 7.3** Ms. Villalta mentioned the CSB Workgroups. Board members were provided an updated list including the members appointed to the groups.
- 7.4** Ms. Villalta reported on the 2013 Employee Picnic, October 4, 2013, 1-5pm, Sandy Creek Park, Athens, Georgia. She encouraged participation.
- 7.5** Ms. Villalta reported on the CEO Search Committee. The position has been re-advertised for a month and a second round of interviews will be conducted. There is one (1) internal candidate that is in the competition for the position. Comments and/or questions regarding the search may be directed to Ms. Villalta or Doc Eldridge, Athens-Clarke County CSB Representative.

**8.0 PUBLIC ACCESS**

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

**9.0 ADJOURNMENT**

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