

Advantage

Behavioral Health Systems

MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #114

March 22, 2005

BOARD MEMBERS PRESENT

Kenneth Whitehead - Oglethorpe
Mae Davis – Elbert
Conoly Hester – Clarke
Pat Ellis - Jackson

Mary Jo Matthews – Madison
Linda Vinson – Walton
Shirley Segars – Barrow
Donald Hector - Walton

BOARD MEMBERS ABSENT

Carter Smisson – Jackson
Clarke - Vacant
Jim Hudson – Oconee
Mary Gannon Gunn - Clarke
Gail Goldsmith– Morgan

John Davis – Clarke
Cornelia Lowery - Greene
Ralph Danson - Greene
R. Charles White - Walton
Emma Evans – Barrow

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Terry Tellefson
Terry Frazier
Scott Clark
Larry Gabriel
Helen Kabat

Brenda Smith
Cindy Darden
Tina Tarbox
Cecile Morgan
Linda Hazinski

GUESTS

Mary O'Toole

Boyd McLocklin

The meeting was opened by Kenneth Whitehead, Community Service Board (CSB) Vice Chairman at 4:00 p.m.

1.0 ACTIONS

- 1.1 Motion to accept the agenda. Moved (Conoly Hester); Seconded (Pat Ellis); Passed (Unanimously).
- 1.2 Motion to table the approval of the minutes of the February 22nd CSB Meeting. Moved (Mary Jo Matthews); Seconded (Mae Davis); Passed (Unanimously).
- 1.3 Motion to approve a revised ABHS policy (**see Board Reports 5.4**). Moved (Mary Jo Matthews); Passed (Unanimously).
- 1.4 Motion to adjourn the meeting. Moved (Pat Ellis); Seconded (Donald Hector); Passed (Unanimously).

2.0 OLD BUSINESS

- 2.1 Mr. Tellefson reported on the Youth Development Center (YDC). St. Mary's Hospital staff has made a decision not to enter the joint venture

with Advantage Behavioral Health Systems (ABHS) to operate an Emergency Receiving Facility (ERF). ABHS will explore the possibilities of using the facility for a Crisis Stabilization Unit (CSU). Mr. Tellefson has contacted Representative Keith Heard regarding the building, but has been unable to contact Commissioner Murray. ABHS has provided financial information to Rep. Heard detailing cost estimate for renovations, start up, and furnishings for the Regional YDC building conversion to an ERF. The total start up cost estimate is \$1,046,000.

- 2.2 Mr. Tellefson reported on the reduction in Grant In Aid (GIA), which pertain to the 401K funds. A total of \$299,000 will be reduced from GIA. This amount is significantly less than what ABHS had anticipated.

3.0 NEW BUSINESS

- 3.1 Mr. Tellefson reported on CSU's. The East Central State beds will be reduced to sixty-eight (68) effective July 1, 2005. One of the requirements is that this region will need to operate a CSU. Funding is being addressed for a CSU. We will explore the possibility of utilizing the YDC facility to include a fourteen (14) bed unit for CSU, and a twelve (12) bed unit for adolescent emergency shelter. If this project is not implemented, we would explore the possibility of a ten (10) bed CSU, initially converting the Miles Street Detox Program to be part a of the unit. Mary Lou Rahn, Division Office and Audrey Sumner, Regional Office, is scheduled to meet with ABHS staff and tour the YDC. Ms. Rahn will provide expertise in setting up the CSU. Mr. Tellefson also reported that it is imperative that a CSU be implemented in Augusta and that the Regional Office staff has contacted ABHS regarding implementation. The program would be housed in one of the East Central Hospital buildings. Mr. Tellefson will address this issue extensively at the CSB Work Day. The Division has contacted several CSBs to include East Central Regional and Ogeechee and they are not interested in taking on the responsibilities of implementing a CSU.

4.0 SERVICE REPORTS (Administrative Reports)

- 4.1 Helen Kabat, Continuous Quality Improvement, reported that ABHS Commission of Accreditation for Rehabilitative Facilities (CARF) expires October 2005. We will submit an application requesting a survey date in April 2006. Dr. Whitehead requested that the Board be updated regarding this issue.
- 4.2 Dr. Whitehead raised a question regarding additional training expenses. Terry Frazier, Human Resources reported that staff attended the Mandt System Training in Augusta, Georgia. Staff will conduct training sessions for instructors and all ABHS employees. The Mandt System training is a behavioral support program that teaches all employees the importance of recognizing that all people are important and deserves to be treated with dignity and respect. It teaches appropriate physical skills that uphold the integrity of the consumer while intervening in a physically threatening

circumstance. Mandt is a two (2) day training and is mandatory for all employees. It has replaced the Targeted Aggression Control Training (TACT).

- 4.3 Pat Ellis, Jackson County CSB Representative commented on the Residential, Developmental Disabilities Service Centers & Community Employment report. Dr. Steven Hall, Director, DHR Office for Developmental Disabilities met with the region People First members on March 3. The group was really impressed with him. Ms. Ellis applauded Cecile Morgan and Linda Hazinski for their great work in assisting with members of the People First.

5.0 **BOARD REPORTS**

- 5.1 Finance Committee – Dr. Whitehead reported that he served as the sole committee member of the Finance Committee today. He does not feel comfortable taking on that responsibility. He strongly encouraged Board members to express a desire to be appointed to the committee. Larry Gabriel, Business Manager presented the finance report to include the balance sheet, notes for financial statements, and the revenues and expenditures compared to the budget for the period ending February 28, 2005.
- 5.2 Membership & Nominations Committee - no report requiring an action.
- 5.3 Legislative Committee – Mr. Tellefson reported that ABHS staff has been to the Capitol to participate in disability activities. ABHS staff has been communicating with the Athens-Clarke County legislative delegation regarding the Youth Development Center (YDC) facility.
- 5.4 Bylaws and Policy Committee – Mary Jo Matthews, Madison County CSB Representative reported the committee has met the last two (2) months to conduct a broad overview of the ABHS policies. The purpose is to be in compliance with CARF and become more familiar with the policies. The committee requested the Board's approval for the revised policy - **900.160 Continuous Quality Improvement - Oversight Committee Structure**. Ms. Matthews met with the Human Resources staff regarding the personnel policy manual. Mr. Frazier requested the Board's approval of the manual with the understanding that the CSB Bylaws and Policy Committee will review and provide input. He noted that the ABHS Policy Committee and Executive Management Team have reviewed the manual. Conoly Hester, Athens-Clarke County CSB Representative requested a copy of the manual.
- 5.5 Rights of Persons Served Committee – Shirley Segars, Barrow County CSB Representative reported the committee met today. They reviewed incident reports including thirteen (13) serious, eight (8) critical, and eight (8) moderate and one (1) death.
- 5.6 Ad Hoc Annual Meeting/Report Committee – Ms. Hester reported that she and Tina Tarbox, Community Relations met to address the annual meeting. They are working on getting a speaker and finalizing the date of the event. Ms. Hester suggested to refine the mail list.

5.7 Ad Hoc Awards Committee – Ms. Hester reported that the committee will meet April 12, 2005 at 2:00 p.m.

6.0 REPORT FROM THE CSB EXECUTIVE DIRECTOR

6.1 No report at this time.

7.0 REPORT FROM THE CSB CHAIRMAN

7.1 Mr. Tellefson reported on the news article, 'Mental Health Budgets Sloppy' by Rhonda Cook, Atlanta Journal Constitution. The article was very negative. The CSB Association has responded to this issue. Ms. Hester wrote a letter to the editor regarding the issue.

7.2 The CSB scheduled a Work Day for April 14, 2005, 10:00 - 2:00 p.m., Educational Conference Room, Athens, Georgia. The agenda will include core services, Crisis Stabilization Unit, budgets, and FY06 contract. An agenda and information will be provided prior to the Work Day.

7.3 Effective April 2005, the CSB and Committee Meetings will start an hour later due to day light saving time. The CSB Meetings will begin at 5:00 p.m. and the Committee Meetings will begin at 3:45 p.m.

8.0 PUBLIC ACCESS

8.1 Boyd McLocklin reported that a mental illness training is scheduled in Barrow County on April 25 - 29, 2005 . The curriculum consists of mental health and de-escalation components, and family and community involvement. The training is targeted for mental health professionals, social services, police and sheriff departments, judges, and hospital administrators. The goal is to conduct this training in every county by 2007.

9.0 ADJOURNMENT

DATE

APPROVED BY: LINDA VINSON
SECRETARY

SUBMITTED BY: BRENDA SMITH

APPROVED BY: CARTER SMISSON
CHAIRMAN