

**Advantage**  
Behavioral Health Systems  
**MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE  
DISEASES SERVICE BOARD MEETING #135**  
**February 27, 2007**

**BOARD MEMBERS PRESENT**

Mary Jo Matthews – Madison  
Shirley Segars – Barrow  
Carter Smisson – Jackson  
Ralph Danson - Greene  
Katie McDaniel – Oconee  
John Davis – Athens-Clarke

Linda Vinson – Walton  
Douglas Bower – Oglethorpe  
Pat Ellis - Jackson  
R. Charles White – Walton  
Mary Gannon Gunn – Athens-Clarke

**BOARD MEMBERS ABSENT**

Vacant – Morgan  
Vacant – Athens-Clarke  
Donald Hector – Walton

Emma Evans – Barrow  
Mae Davis – Elbert

**ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT**

Brenda Smith  
Terry Frazier  
Larry Gabriel

Terry Tellefson  
Scott Clark  
Cindy Darden

**GUESTS**

Valerie Elder

Terry Daly

**The meeting was opened by Linda Vinson, Community Service Board (CSB) Chairperson at 4:00 p.m.**

**1.0 ACTIONS**

- 1.1 Motion to accept the agenda as amended. Moved (John H. Davis); Seconded (Carter Smisson); Passed (Unanimously).
- 1.2 Motion to accept the minutes of the January 23, 2007 CSB Meeting. Moved (John H. Davis); Seconded (Carter Smisson); Passed (Unanimously).
- 1.3 Motion to approve the contract with Michael Daniel, Attorney. Moved (John H. Davis); Seconded (Kate McDaniel); Passed (Unanimously).
- 1.4 Motion to approve the financial report. Moved (Ralph Danson); Seconded (John H. Davis); Passed (Unanimously).
- 1.5 Motion to change the CSB Meeting time to 5:00 p.m. due to daylight saving time. Moved (John H. Davis); Seconded (Carter Smisson); Passed (Unanimously).
- 1.6 Motion to accept closed session for discussion or deliberating upon the appointment, employment, compensation, hiring, disciplinary action,

dismissal, periodic evaluation or rating of an Authority officer or employee. Moved (John H. Davis); Seconded (Ralph Danson); Passed (Unanimously).

- 1.7 Motion to return to the open session of the meeting. Moved (Mary Jo Matthews); Seconded (Carter Smisson); Passed (Unanimously).
- 1.8 Motion to appoint a committee to explore hiring of a new Chief Executive Officer (CEO) in light of Terry Tellefson's retirement to be made up of the Executive Committee plus John H. Davis and Carter Smisson. Moved (Shirley Segars); Seconded (Ralph Danson); Passed (Unanimously).
- 1.9 Motion to adjourn the meeting. Moved (Carter Smisson).

## **2.0 AWARDS**

- 2.1 Ms. Vinson presented a plaque to Terry Daly. Ms. Daly played a pertinent role in bringing about effective services and solution in addressing alcohol and drug abuse in the northeast Georgia communities. She retired in February, 2007 with twenty-seven (27) years of faithful services.
- 2.2 Ms. Vinson presented a plaque to Valerie Elder. Ms. Elder has worked to insure that ABHS services and business practices are of the highest quality possible. In all of her assignments she has successfully prioritized customer service satisfaction and has consistently worked to improved services and responsiveness to client preferences. She retired in January, 2007 with thirty-four (34) years of dedicated services.

## **3.0 NEW BUSINESS**

- 3.1 Mr. Tellefson reported on contractual issues with Michael Daniel, Attorney. Mr. Daniel will be hired on a Retainer Program at \$3200 per month with the exception of litigation which will be billed on a fee for services basis. The majority of any litigation that ABHS will have at this point has been structured to be covered by the State Department of Administrative Services. The contract has been established to continue on a yearly basis, based on the cost of living as a raise issue. The contract may be terminated within thirty (30) days or it may be terminated in May effective July 1, 2007. The contract was discussed in detail with the Board last month. Mr. Tellefson noted that the contract has been set up for two (2) years and recommended the Board's approval.

### **3.2 ADMINISTRATIVE REPORTS**

- 3.2.1 Cindy Darden, Clinical Director reported on budget issues for Child & Adolescent Services. Effective April 1, ABHS will move to the fee-for-service environment for C&A services funded by the Department of Human Resources (DHR). Dr. Darden said, "Frances Torres and she are in an active process of determining how to restructure services in order to reduce the budget. Staff reduction and elimination of some services is also probable."
- 3.2.2 Scott Clark, Management Information Systems (MIS) reported on the relocation of the MIS office to North Avenue.

**3.2.3** Shirley Segars, Barrow County CSB Representative reported on the Developmental Disability Day at the Capitol. There were two (2) legislators in attendance. Ms. Segars felt that it was a total wasted day. Mary Gannon Gunn, Athens-Clarke County CSB Representative noted that the Mental Health Coalition had a work session at the Capitol on the Mental Health Day. There were only two (2) legislators in attendance. The Board addressed ways to communicate with the legislators. They suggested meeting with them in person or to contact them on the weekends.

#### **4.0 OLD BUSINESS**

- 4.1** Mr. Tellefson reported on the Athens Holiday Lights. The Family Connection Board met and agreed to continue the collaboration with ABHS in this project. Tammy Dalton, Operations Manager is taking on full responsibility of the project. She plans to include different organizations to make this a success. Mr. Tellefson requested for Pat Ellis, Jackson County CSB Representative and Kate McDaniel, Oconee County CSB Representative to serve on the committee to assist in getting sponsors.
- 4.2** Mr. Tellefson reported on the mediation with the Department of Community Health (DCH). DCH offered to reimburse ABHS \$90,000 of the \$350,000 owed for services rendered. ABHS staff and Attorney Daniel discussed this issue and declined their offer. Mr. Daniel has contacted an attorney who specializes in Medicaid and Medicare cases for defenders (ABHS). She agreed to review the records free of charge. The next phase of this issue will be with the Administrative Law Judge.
- 4.3** Mr. Tellefson reported on the meeting with the CSB CEOs and NAMI representatives held on February 26, 2007. Boyd McLocklin was the facilitator and they addressed the current system. DHR has hired David Statton, to serve as the Deputy Commissioner. Mr. Statton has an extensive background in this field. He and Mr. Tellefson are scheduled to meet on March 7<sup>th</sup>.

#### **5.0 BOARD REPORTS**

- 5.1** Finance Committee – Larry Gabriel, Chief Financial Officer (CFO) presented the finance report. ABHS has seven (7) days of operating cash based on the balance sheet. ABHS has requested a line of credit from the bank and will endorse the paperwork on March 1<sup>st</sup>. Staff is working diligently on three (3) areas, Crisis Stabilization Program (CSP), Medical Department and Child and Adolescent Services. Effective April 1<sup>st</sup>, SED will be reimbursed on a fee-for-service basis and ABHS anticipate reduction in funds. There will definitely be some changes in services. Dr. Darden explained that effective July 1<sup>st</sup>, Community Support Teams (CST) and C&A Day Support will no longer exist. Therefore, ABHS is unbundling these services now. The rates for Medicaid are so low, that ABHS have had to use State and Medicaid funds to pay for the services. ABHS serves the most severe kids and adolescents. Typically, this

population is involved in problems at school, the juvenile justice system, Department of Family & Children Services (DFCS) custody or cases presented to DFCS. The number of meetings staff is required to attend for this kids is enormous. The State has chosen not to reimburse for these services and therefore, ABHS staff will no longer attend the meetings. Mr. Tellefson noted that once the fee for service begins, ABHS will notify school board members, county commissioners, DJJ, and DFCS of the SED budget and specify reasons for service cuts.

Dr. Darden reported on the new Incentive Plan. The plan is designed to encourage higher productivity from staff. Staff who keep their rates up for February and March, will earn incentives, including master's level clinicians, nurses, and paraprofessional staff. The plan includes the disincentive wherein a staff not meeting productivity, his/her salary will be reduced.

- 5.2 Membership & Nominations Committee – John H. Davis, Committee Chairman requested that the committee meet with Mr. Tellefson and Dr. Derril Gay regarding Board membership. Mr. Tellefson will follow up with the meeting.
- 5.3 Legislative Committee – no report requiring an action.
- 5.4 Bylaws and Policy Committee – no report requiring an action.
- 5.5 Rights of Persons Served Committee – Ms. Segars, Committee Chair Person reported the committee met today. They reviewed incident reports to include fourteen (14) serious, four (4) minor and eighteen (18) critical. The critical incidents were medication errors at the CSP. Hope Cymerman, Continuous Quality Improvement (CQI) ensured the committee that corrective action plans have been developed regarding this issue. There were five (5) complaints, two (2) access to services, two (2) courtesy to staff and one (1) payee issue.
- 5.6 Ad Hoc Public Relations Committee – no report requiring an action.

## 6.0 **REPORTS FROM THE CSB EXECUTIVE DIRECTOR**

- 6.1 Mr. Tellefson reported that the fee for service model for adults has been delayed. There are some legislators who are not in agreement with the fee for service model.

## 7.0 **REPORTS FROM THE CSB CHAIRPERSON**

- 7.1 Ms. Vinson noted that daylight saving time begins next month. The CSB Meeting time will change to 5:00 p.m.
- 7.2 Ralph Danson, Greene County CSB Representative reported the Georgia CSB Association met last month. The main focus of the meeting was Peach Care and fee for services. The fall conference will be held September 23 – 25, 2007 in Chattanooga, TN. Mr. Danson encouraged Board members to attend.

7.3 Mr. Danson noted that the local Board training has been updated. The new manual and CD will be kept in the ABHS Administrative office for Board members to review.

8.0 **PUBLIC ACCESS**

8.1 No one present to address the Board.

9.0 **EXECUTIVE SESSION**

9.1 The Board discussed or deliberated upon the appointment, employment, compensation, hiring, disciplinary action, dismissal, periodic evaluation or rating of an Authority officer or employee. In attendance was Board members and Mr. Tellefson.

10.0 **ADJOURNMENT**

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DATE

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APPROVED BY: RALPH DANSON  
SECRETARY

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SUBMITTED BY: BRENDA SMITH

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APPROVED BY: LINDA VINSON  
CHAIR PERSON