

Advantage

Behavioral Health Systems

MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #154

November 25, 2008

BOARD MEMBERS PRESENT

Mary Jo Matthews – Madison

Ralph Danson - Greene

Melanie Russell - Athens-Clarke

R. Charles White – Walton

Dr. Douglas Bower – Oglethorpe

Linda Vinson – Walton

Katie McDaniel – Oconee

Emma Evans – Barrow

Mary Gannon Gunn – Athens-Clarke

Pat Ellis – Jackson

Carter Smisson – Jackson

BOARD MEMBERS ABSENT

Mae Davis – Elbert

Dr. John Davis – Athens-Clarke

Shirley Segars – Barrow

Dr. Paul Roman – Morgan

Donald Hector – Walton

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Brenda Smith

Fred Eckhardt

Cindy Darden

Janice Callaway

Dennis Cain

Lee Smith

Terry Frazier

Linda Hazinski

Larry Gabriel

Laurie Wilburn

Patsy Maddox

Janet Avant

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

1.0 ACTIONS

- 1.1 Motion to accept the agenda as amended. Moved (Kate McDaniel); Seconded (Carter Smisson); Passed (Unanimously).

- 1.2 Motion to accept the executive session to discuss the review of the Chief Executive Officer's (CEO) evaluation. Moved (Pat Ellis); Seconded (Mary Jo Matthews); Passed (Unanimously).
- 1.3 Motion to return to the open session of the meeting. Moved (Carter Smisson); Seconded (Emma Evans); Passed (Unanimously).
- 1.4 Motion to accept the minutes of the October 28, 2008 CSB Meeting. Moved (Kate McDaniel); Seconded (Mary Jo Matthews); Passed (Unanimously).
- 1.5 Motion to approve the Evaluation Committee's recommendation (see Old Business 5.2). Moved (Kate McDaniel); Passed (Unanimously).
- 1.6 Motion to close the nominations for the 2009 Slate of Officers. Moved (Douglas Bower); Seconded (Melanie Russell); Passed (Unanimously).
- 1.7 Motion to accept the Bylaws & Policy Committee report (see Board Report 5.4). Moved (Pat Ellis); Passed (Unanimously).
- 1.8 Motion to adjourn the meeting. Moved (Mary Jo Matthews).

2.0 EXECUTIVE SESSION

- 2.1 Board Members reviewed the CEO's evaluation; no actions were taken. In attendance were Board members.

3.0 AWARDS

- 3.1 Fred Eckhardt, Chief Operating Officer, COO presented a plaque to Janet Avant. Ms. Avant began employment with the Northeast Georgia Center in 1983. She worked in the Jackson County Clinic as a Registered Nurse where she earned the respect from many clients and employees. Ms. Avant retired in October 2008 with twenty-five (25) years of dedicated services.
- 3.2 Emma Evans, Awards Committee Chairperson presented Employee Recognition Awards to the following staff:
Commitment to Service Award – Patsy A. Maddox, Community Employment, Barrow County Service Center
Excellence in Management Award – Dennis Cain, Manager, Addictive Diseases Program

4.0 NEW BUSINESS

4.1 ADMINISTRATIVE REPORTS

- 4.1.1 Laurie Wilburn, Clinical Director reported on the Belk Fundraiser. To date, ABHS has collected \$1500. Ms. Wilburn thanked all who supported the project.
- 4.1.2 Mr. Eckhardt reported that APS performed an audit of ABHS on October 27-28, 2008. The overall score was 84% which was eleven (11) points higher than the June 30th audit. This is due to an intensive, agency-wide effort to implement the Department of Human Resources (DHR) service and documentation changes, as well as continuing our tradition of high quality care.
- 4.2 Mr. Eckhardt reported on Gift Exchange which is a fundraiser for Friends of Advantage. In lieu of giving gifts this holiday season, he proposed making donations to the organization in honor of and/or memory of the recipient. All donations will be tax deductible. Mr. Danson encouraged the Board's participation.

5.0 OLD BUSINESS

- 5.1 Larry Gabriel, Chief Financial Officer (CFO) reported on the DHR funding - contract amendments. Effective October 1st, the Temporary Assistance for Needed Families (TANF) Program budget was reduced \$200,000 which terminated the Day Program and reduced beds in the Residential Program. Effective November 1st, the Mental Health, Addictive Diseases and Developmental Disabilities (MHADDD) budget was reduced approximately \$400,000. Management has been working to identify adjustments to make due to the reduction in funds. Waiver changes in the DD Program began in November.
- 5.2 Kate McDaniel, Evaluation Committee Chairperson reported on the CEO's evaluation. The committee met and recommended the Board's approval for a \$500 cash award and pay expenses for the training course 'A Workshop for Non-Financial Executives' which cost \$2455 for Dr. Cindy A. Darden. Ms. McDaniel noted that, "Dr. Darden has done an outstanding job since assuming the responsibilities of the position in October 1, 2007. Under the circumstances of a dramatic reduction in operating funds by the State, she has faced challenges with courage and determination to continue the great services offered by ABHS. We the CSB offer her a small token for her performance certainly not commensurate with her demonstrated abilities, but nevertheless on the reality of the down turning

in the economy we feel an award was reasonable at this time. We deeply appreciate her dedication and desire that the Board approve this recommendation.”

5.0 BOARD REPORTS

- 5.1** Finance Committee – Mr. Gabriel presented the financial report. He addressed the revenues and expenditures compared to the budget period ending October 31, 2008.
- 5.2** Membership & Nominations Committee – Mr. Danson read a letter submitted by Douglas W. Bower, Ph.D., Oglethorpe County CSB Representative. Effective December 31, 2008, Mr. Bower is resigning from the CSB due to a variety of new interests and involvements in the Athens area. Mr. Danson thanked Dr. Bower for two (2) years of participation on the Board. Mary Jo Matthews, Committee Chair Person reported on the 2009 Slate of Officers ballot. The current officers agreed to serve in 2009. They are: Ralph Danson – Chairman; Kate McDaniel – Vice Chair Person; and Pat Ellis – Secretary. Ms. Matthews requested names to contact for a candidate to represent Oglethorpe County.
- 5.3** Legislative Committee – Ms. McDaniel noted that she is scheduled to meet with Senator Bill Cowser on December 11, 2008.
- 5.4** Bylaws and Policy Committee – Pat Ellis, Committee Chairperson reported the committee met today and reviewed policies in the 200 series, Protection and Promotion of Rights of Persons Served. The policies are:
200.110 Prohibiting Abuse and Neglect
200.120 Rights of Persons Served
200.130 Issue Resolution Structure
200.140 Research Protocols, Informed Consent
200.150 Emergency Intervention
200.170 Services in Natural Settings
200.180 Community Outreach
200.190 Psychiatric Advance Directives
Ms. Ellis noted that minor changes were made to the policies and requested the Board to accept the report.
- 5.5** Rights of Persons Served Committee – Melanie Russell, Athens-Clarke County CSB Representative reported the committee met today. They reviewed the corrective action plan for medication errors at the Crisis

Stabilization Program (CSP). They reviewed incidents that occurred in October to include ten (10) critical, seventeen (17) serious and one (1) minor. They reviewed complaints to include two (2) consumer complaints, two (2) courtesy of staff, one (1) payee issue, one (1) policy dispute and three (3) quality of services.

- 5.6 Ad Hoc Public Relations Committee – Douglas Bower, Committee Chairman reported that he has submitted a press release to the newspaper regarding the appointment of Ms. Russell.
- 5.7 Friends of Advantage Committee – Mr. Gabriel noted that to date approximately \$6,000 has been raised.

6.0 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

- 6.1 Dr. Darden reported that John H. Davis, Athens-Clarke County CSB Representative extended an invitation to CSB, Management Members and Friends of Advantage Members to a Holiday Celebration. The event will be held at Dr. and Mrs. Davis' home on December 14th at 4:30 p.m. Guests are required to bring a covered dish.
- 6.2 Dr. Darden updated on the Divisional affairs. She attended a public hearing at the Capitol regarding the reorganization of DHR. The majority of people are suggesting that the reorganization is a very good idea and that Developmental Disabilities should be with the new department of Behavioral Health. Dr. Darden noted that the local National Alliance for the Mentally Ill (NAMI) is planning a Coffee for the ten (10) county area legislators and requested Dr. Darden to speak at the event regarding the DHR reorganization; a date has not been determined. The Athens Area Psychological Association (AAPA) is having a breakfast for the local legislators and Dr. Darden will provide information regarding the reorganization to include in the package. Dr. Darden also plans to meet with local legislators individually regarding this issue.
- 6.3 Dr. Darden thanked the Board for their kind words and vote of confidence in the CEO evaluation. Dr. Darden noted that she is open to feedback. Mr. Danson requested that Dr. Darden be provided a copy of the Evaluation Committee's feedback.

7.0 REPORTS FROM THE CSB CHAIRPERSON

- 7.1 Mr. Danson reported that the Georgia CSB Association Conference has been renamed to the Georgia CSB Association Information Exchange. The event will be held in October 2009 at Lake Lanier.
- 7.2 Mr. Danson reported on the proper use of the Executive Session, Sunshine Law. Last month, Mr. Danson requested for the Board to approve an executive session to discuss potential personnel issues. Mr. Danson reported that was inappropriate use of the executive session and they only discussed the worse case financial situation at ABHS.
- 7.3 Mr. Danson mentioned appointing a parliamentarian. A person will be appointed in January. The next Board meeting will be January 27, 2009. He personally thanked Board members for their support.

8.0 PUBLIC ACCESS

8.1 No one present to address the Board.

9.0 ADJOURNMENT

DATE	APPROVED BY: PAT ELLIS SECRETARY
SUBMITTED BY: BRENDA SMITH	APPROVED BY: RALPH DANSON CHAIR PERSON