

# **Advantage**

**Behavioral Health Systems**

## **MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #155**

**January 27, 2009**

### **BOARD MEMBERS PRESENT**

Mary Jo Matthews – Madison

Ralph Danson - Greene

Melanie Russell - Athens-Clarke

Pat Ellis – Jackson

Carter Smisson – Jackson

Linda Vinson – Walton

Katie McDaniel – Oconee

Emma Evans – Barrow

Dr. John Davis – Athens-Clarke

Dr. Paul Roman – Morgan

Donald Hector – Walton

### **BOARD MEMBERS ABSENT**

Mae Davis – Elbert

R. Charles White – Walton

Vacant – Oglethorpe

Shirley Segars – Barrow

Mary Gannon Gunn – Athens-Clarke

### **ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT**

Brenda Smith

Fred Eckhardt

Cindy Darden

Janice Callaway

Lee Smith

Terry Frazier

Linda Hazinski

Larry Gabriel

Laurie Wilburn

Brenda Woods

**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. Moved (Kate McDaniel); Seconded (Carter Smisson); Passed (Unanimously).
- 1.2 Motion to accept the minutes of the November 25, 2008 CSB Meeting. Moved (Carter Smisson); Seconded (John H. Davis); Passed (Unanimously).

- 1.3 Motion to accept the Bylaws & Policy Committee report (see Board Reports 5.5). Moved (Pat Ellis); Passed (Unanimously).
- 1.4 Motion to adjourn the meeting.

## **2.0 AWARDS**

- 2.1 Linda Hazinski, Ph.D., Developmental Disabilities Service Centers, Residential Services and Community Employment presented a plaque to Brenda Woods. Ms. Woods was employed with GRO Industries and retired on October 31, 2008 with thirty-four (34) years of dedicated services.

## **3.0 NEW BUSINESS**

### **3.1 ADMINISTRATIVE REPORTS**

- 3.1.1 Laurie Wilburn, Clinical Director reported that ABHS profited \$4847.11 from the two (2) Belk Charity Sales. Ms. Wilburn noted that Anne Layton, Therapist, Intake Unit performed a crisis evaluation on a gentleman who was experiencing severe depression. The family had insurance, and Anne was able to help them get connected to a longer-term residential facility. The parents made a donation in Anne's honor because "we are fortunate that we can afford treatment for our son, but we know others are not." All funds were deposited in the Friends of Advantage (FOA) account.
- 3.1.2 Fred Eckhardt, Chief Operations Officer highlighted on the UM Connection. The newsletter is distributed on a quarterly basis detailing information to providers regarding documentation and authorization. It is composed by Cynthia Darby, Utilization Management/Utilization Review Manager.
- 3.1.3 Janice Callaway, Ph.D., Continuous Quality Improvement (CQI) reported that the Strategic Plan survey was distributed to clients, family members, employees and community stakeholders for feedback. This information will be utilized in developing the FY2010 Strategic Plan. Dr. Callaway noted that the Quality Improvement Plan has been submitted to the Commission of Accreditation for Rehabilitative Facilities (CARF). CQI has resumed the responsibilities for health and safety and Sylvia Crowe will be coordinating the duties.
- 3.1.4 Mr. Eckhardt reported on the Advantage Wellness Center (AWC). This program will meet the outpatient mental health needs of clients in the

community who are not on Medicaid or state funded services, but hold private insurance.

**3.1.5** Terry Frazier, Human Resources reported ABHS staff is conducting the Crisis Intervention Training (CIT) for the Athens-Clarke County Police Department, January 26 – 30, 2009. Due to the recent events that have taken place in the community, staff for the Atlanta Journal Constitution will be at this training.

**3.1.6** Dr. Hazinski reported a Family Meeting was held January 12<sup>th</sup> at Fine Finish. The next meeting will be held February 5<sup>th</sup> at Unlimited Services, Monroe, Georgia. The purpose of the meetings is to address waiver issues. Board members were provided questions and answers on the new Medicaid waivers.

#### **4.0 OLD BUSINESS**

**4.1** Dr. Darden reported on contract amendments. No official notice has been provided, but we are expected to take another 2% cut in Grant-In-Aid funds which will be retroactive to January 1<sup>st</sup>. Each CSB will have the right to determine how to make the adjustment. The amendment will be available March 1<sup>st</sup>. The Executive Management Team will have a retreat on January 30<sup>th</sup> to address budget issues, and will follow up with the CSB in February.

**4.2** Larry Gabriel, Chief Financial Officer (CFO) reported that the Qualifacts Kick-Off Meeting was held January 13, 2009. It was an organizational meeting to address the agenda for the next three (3) months.

#### **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 December 31, 2008. Mr. Gabriel advised the committee that some changes will be made to the annual budget; the changes will be addressed in detail at the next meeting. Carter Smisson, Committee Chairman reported that the committee gave Mr. Gabriel permission to focus on the Electronic Health Record (EHR) issues even if that meant not providing reports to the committee. The committee feels that the EHR will impact difficult changes for the accounting department.

**5.2** Membership & Nominations Committee – Mary Jo Matthews, Committee Chair Person reported on the CSB vacancy for Oglethorpe County. Ms. Matthews has contacted the County Commissioner and Superintendent for assistance in filling the position and they recommended Judy Spurgeon, Special Education Director. Ms. Matthews has contacted Ms. Spurgeon and sent an application for completion. A Board member informed that she will be relocating to a different county, but will continue to work in the county she represents and wants to remain serving on the CSB. Dr. Davis recommended for Ms. Matthews to review the State law regarding the board appointment to make sure that the Board will be in compliance.

Mr. Danson recommended Board members to communicate their desire to serve on committees with him, Drs. Davis or Darden, and Ms. Matthews.

**5.3** Legislative Committee – no report requiring an action. Dr. Darden mentioned that she has spoke with several of the local legislators regarding the restructuring of the Department of Human Resources (DHR). Dr. Darden attended the Athens Area Psychological Association (AAPA) meeting and addressed issues regarding the reorganization. She drafted a supportive statement of the reorganization for the Georgia Psychological Association for distribution.

**5.4** Georgia CSB Association Report – Dr. Darden has been attending the meetings on a routine basis.

**5.5** Bylaws and Policy Committee – Pat Ellis, Committee Chairperson reported the committee met today and reviewed thirty-two (32) policies in the 300 series and nineteen (19) in the 400 series. No major changes were made. Ms. Ellis requested the Board to accept the report. The policies are:

**300.100** Health & Safety – Overview

**300.110** Health & Safety – Medical Emergencies

**300.115** Health & Safety – Staff Safety: Natural Settings

**300.120** Health & Safety – Disruptive Incidents

**300.130** Health & Safety – Safety Devices and Practices

**300.140** Health & Safety – Tobacco Products

**300.145** Health & Safety – Disaster Response Plan

**300.200** Infection Control – Overview

- 300.202** Infection Control – Use & Storage of Hazardous Materials
- 300.205** Infection Control – Overview of Prevention Strategies
- 300.210** Infection Control – Service Sites
- 300.215** Infection Control – Contact Infections
- 300.218** Infection Control – Anthrax
- 300.220** Infection Control – Prevention of Cytomegalovirus
- 300.225** Infection Control – Hand Washing
- 300.230** Infection Control – Toy Sanitation
- 300.235** Infection Control – Prevention of Transmission of Airborne/Droplet Infections
- 300.240** Infection Control – Rubella
- 300.245** Infection Control – Bacterial Meningitis
- 300.250** Infection Control – Prevention of Transmission of Bloodborne Pathogens
- 300.255** Infection Control – Hepatitis B
- 300.260** Infection Control – Sexually Transmitted Diseases
- 300.265** Infection Control – Standard and Universal Precautions
- 300.270** Infection Control – Blood, Body Fluid Spill Cleanup
- 300.275** Infection Control – Biohazard Waste
- 300.280** Infection Control – Post Exposure Response to Potential Bloodborne Infection
- 300.285** Infection Control – Skin Infections
- 300.290** Infection Control – Contamination with Head Lice
- 300.300** Infection Control – Laundry
- 300.305** Infection Control – Reporting Infections
- 400.110** Clinical Services – Outcome Indicators
- 400.115** Clinical Services – Quality of Services
- 400.117** Clinical Services – Credentialing
- 400.118** Clinical Services – Supervision
- 400.120** Clinical Services – Accessibility
- 400.130** Clinical Services – Hours of Operation
- 400.145** Clinical Services – Planning List
- 400.150** Clinical Services – Enrollment Documentation
- 400.155** Clinical Services – Orientation for Persons Served
- 400.156** Clinical Services – Denial of Routine Services for Refusal to Pay

- 400.160** Clinical Services – Multilingual Documents
- 400.180** Clinical Services – Team Interaction
- 400.190** Clinical Services – Psychiatric Emergency Coverage
- 400.190** Clinical Services – Shared Services Draft
- 400.200** Clinical Services – Protection & Promotion of Rights of Clients-Local/Regional Advocacy Groups
- 400.204** Clinical Services – Consent of Recordings and Photographs
- 400.205** Clinical Services – Confidentiality of Information
- 400.215** Clinical Services – Discharge Planning
- 400.220** Psychiatric/Substance Abuse Hospitalization
- 5.6** Rights of Persons Served Committee – Dr. Paul Roman, Morgan County CSB Representative reported that Dr. Callaway thoroughly discussed the 2008 Corporate Compliance Issues. Dr. Roman briefly reported on a penalty regarding a misunderstanding that turned into an illegality with Medicaid charges. He suggested extending bond to cover contract employees. Dr. Darden noted that contract employees are required to provide liability insurance.
- 5.7** Ad Hoc Public Relations Committee – no report requiring an action. Dr. Darden noted that a Chair Person needs to be appointed for the committee. She informed the Board that a staff member has written and submitted a positive article on the Addictive Diseases Program. Dr. Darden was interviewed by an editor in the Parenting Magazine in Oconee County.
- 5.8** Friends of Advantage Committee – Dr. Darden reported they met on January 23<sup>rd</sup>. There is approximately \$8000 in the budget. They addressed several projects: 1) Host a conference to publicize FOA and build a mailing list; 2) Facility in Elbert County - host a benefit where businesses donate material and people donate their time; and 3) Michael Hammer, Grant-writer is compiling a mailing list for an annual drive. Dr. Roman questioned whether FOA could be added to the United Way list and recommended the Grant Writer to follow up.

## **6.0 REPORTS FROM THE CHIEF EXECUTIVE OFFICER**

- 6.1** Dr. Darden reported on handouts in the CSB package. The Mental Health Day at the Capitol will be February 17, 9:00 – 1:00 p.m. and the Disability Day will be February 25, 2009. The Addictive Disease Day was in

January and ABHS clients and staff attended. Staff and clients will attend the events in February. Board members who are interested in going to the events may contact the Administrative Office for details.

Board members were provided a handout from the National Alliance for the Mentally Ill (NAMI) addressing mental health issues. Mental Health America is having their major fundraiser on January 31<sup>st</sup> 'Mental Health Auction' at the Cine Theater, Athens, Georgia.

- 6.2 Dr. Darden reported on the reorganization of DHR. It is a 90% chance that the reorganization will follow through. It is not certain whether DD will be a part of the new department of Behavioral Health. A Commissioner for the Behavioral Health Department has not been appointed. However, B.J. Walker, Commissioner of DHR has established a Deputy Director for DD within DHR. The Department of Justice has settled with the State of Georgia in regards to abuses and neglect found within the Mental Health hospitals.
- 6.3 Dr. Darden reported on the AWC private pay and insurance clients. AWC is in network with Magellan, Blue Cross Blue Shield and in the process of being paneled with United Healthcare. AWC is in the process of becoming a Well Care and Blue Cross Blue Shield Medicare Provider which will be for the physicians' services. Currently, twelve (12) clinicians are paneled and six (6) others are in the process of being paneled. These type insurance companies require that each individual be on their panel; clinicians who have been licensed for at least three (3) years. AWC has 147 Blue Cross Blue Shield clients and approximately the same with United Healthcare. AWC's satellite office is in Athens, but if a paneled clinician is located in the ten (10) county areas, the client may be seen in his/her county.
- 6.4 Dr. Darden noted that she will be visiting in Hawaii for the birth of her grandchild in February. Mr. Eckhardt will be in charge.

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

- 7.1 Mr. Danson encouraged Board members to contact him regarding CSB committee appointments and/or issues. He briefly mentioned the 2009 Slate of Officers will be rotating off at the end of this year due to two (2) years of service. If anyone has interest in becoming an officer in 2010 he/she may contact he or Ms. Matthews.

7.2 Mr. Danson discussed scheduling two (2) work sessions for strategic planning and a visit of the Clarke County facilities. The Strategic Planning Session will be March 3, 10 – 2:00 p.m. The visit to the facilities is tentatively scheduled for April 14<sup>th</sup>, 10 – 2:00 p.m. Cindy will follow up with the host.

8.0 **PUBLIC ACCESS**

8.1 No one present to address the Board.

9.0 **ADJOURNMENT**

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DATE

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APPROVED BY: PAT ELLIS  
SECRETARY

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SUBMITTED BY: BRENDA SMITH

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APPROVED BY: RALPH DANSON  
CHAIR PERSON