

Advantage

Behavioral Health Systems

MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND ADDICTIVE DISEASES SERVICE BOARD MEETING #159

May 26, 2009

BOARD MEMBERS PRESENT

Mary Jo Matthews – Madison

Ralph Danson - Greene

Dr. John Davis – Athens-Clarke

Pat Ellis – Jackson

Linda Vinson – Walton

Shirley Segars – Barrow

R. Charles White – Walton

Donald Hector – Walton

Judy Spurgeon – Oglethorpe

Carter Smisson – Jackson

Dr. Paul Roman – Morgan

BOARD MEMBERS ABSENT

Mary Gannon Gunn – Athens-Clarke

Emma Evans – Barrow

Katie McDaniel – Oconee

Melanie Russell - Athens-Clarke

Mae Davis – Elbert

ADVANTAGE BEHAVIORAL HEALTH SYSTEMS STAFF PRESENT

Terry Frazier

Fred Eckhardt

Cindy Darden

Cheryl Fleming

Laurie Wilburn-Bailey

Linda Hazinski

Larry Gabriel

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 (Shirley Segars); Seconded (John H. Davis); Passed (Unanimously).
- 1.2 Motion to admit, accept and welcome Judith Spurgeon as a member of the CSB. Moved (Mary Jo Matthews); Seconded (Carter Smisson); Passed (Unanimously).
- 1.3 Motion to accept the executive session to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action, dismissal, periodic evaluation or rating of an Authority officer or employee.

Moved (John H. Davis); Seconded (Mary Jo Matthews); Passed (Unanimously).

- 1.4 Motion to return to the open session of the meeting. Moved (John H. Davis); Seconded (Carter Smisson); Passed (Unanimously).
- 1.5 Motion to accept the minutes of the April 28, 2009 CSB Meeting as modified. Moved (Carter Smisson); Seconded (John H. Davis); Passed (Unanimously).
- 1.6 Motion to approve the CSB Bylaws and Policy Committee report regarding ABHS policies (see Board Reports 6.4). Moved (Pat Ellis); Passed (Unanimously).
- 1.7 Motion to allow the CSB Awards Committee to make the final decision for the selection of the Employee of the Year Award. Moved (Carter Smisson); Seconded (Mary Jo Matthews); Passed (Unanimously).
- 1.8 Motion to adjourn the meeting.

2.0 OATH OF OFFICE

- 2.1 Mary Jo Matthews, Membership and Nomination Committee Chair Person introduced and swore into office Judith Spurgeon. Ms. Spurgeon is the Director of the Special Education Program in the Oglethorpe County School System and will serve as the CSB Representative for Oglethorpe County. She was provided a copy of the Code of Ethics statement for review and signature.

3.0 EXECUTIVE SESSION

- 3.1 Board members discussed or deliberated upon the appointment, employment, compensation, hiring, disciplinary action, dismissal, periodic evaluation or rating of an Authority officer or employee. No actions were taken.

4.0 NEW BUSINESS

4.1 ADMINISTRATIVE REPORTS

- 4.1.1 Fred Eckhardt, Chief Operating Officer, COO, reported that Magellan conducted an audit of ABHS charts; the score was 86%. American Psyche Systems (APS) conducted an audit in April and the score was 81.
- 4.1.2 Mr. Eckhardt reported that during the month of April, ABHS provided 112,666 total units of service for a three month average of 100,069 units per month, and 20,005 of these units were in group counseling sessions.

Carter Smission, Jackson County CSB Representative requested to meet individually with Mr. Eckhardt to further address this issue.

4.1.3 Terry Frazier, Human Resources Director distributed a copy of the 3rd Quarter, FY2009 Staff Turnover Report for review. Mr. Frazier reported on the Time and Attendance Meeting on May 22nd. The purpose for the system is that it is maintained on the computer, generates good record keeping and works for hourly and salaried employees. The agency is on a trial period and more departments will be enrolled in the program.

4.1.4 Linda Hazinski, Developmental Disabilities, Residential & Day Services reported that Delmarva has completed its review. The process is to help identify organization's strengths and barriers to render person-driven and outcome-based supports and services. In several weeks ABHS should receive a report of the significant findings and recommendations.

5.0 OLD BUSINESS

5.1 Dr. Darden reported on the CSB Annual Meeting. The meeting will be June 30, 2009, at 4:30 p.m. in the Fellowship Hall of Milledge Avenue Baptist Church, 1690 South Milledge Avenue, Athens, Georgia. Additional information will be provided.

5.2 Dr. Darden reported on the CSB Association Annual Meeting, May 6-8, 2009. They developed the strategic plan focusing on huge issues; discussed HB228 which created the new department of behavioral health and developmental disabilities; addressed potential legislation for next year meaning providing some structure within which CSBs can provide behavioral health services that will be integrated with primary health. The association will begin meeting on a monthly basis and Dr. Darden encouraged Board members to attend.

6.0 BOARD REPORTS

6.1 Finance Committee – Mr. Gabriel presented the financial report. He addressed the revenues and expenditures compared to the budget period ending April 30, 2009.

6.2 Membership & Nominations Committee – no report requiring an action.

6.3 Legislative Committee – no report requiring an action.

6.4 Bylaws and Policy Committee – Pat Ellis, Committee Chair Person reported the committee met today. They reviewed the following policies:
500.106 Treatment Planning – Risk Management

- 700.100 Emergency Services – Twenty Four Hour Availability
- 800.100 Prevention and Education Services – Education of Clients, Family And Community
- 900.100 Continuous Quality Improvement: Organizational Flow Chart
- 900.120 Continuous Quality Improvement: Performance Improvement Overview
- 900.130 Continuous Quality Improvement: Record Review
- 900.150 Continuous Quality Improvement: Best Practices
- 900.155 Continuous Quality Improvement: Variance Reporting Overview
- 900.160 Continuous Quality Improvement: Oversight Committee Structure
- 900.165 Continuous Quality Improvement: Documentation of the Quality Improvement Process at the Program Level
- 900.170 Continuous Quality Improvement: Incident Reporting
- 900.180 Continuous Quality Improvement: Risk Management Overview
- 900.190 Continuous Quality Improvement: Deaths of Clients

- 6.5** Rights of Persons Served Committee – Shirley Segars, Committee Chair
Person reported that the committee met today with Hope Cymerman, Risk Manager. They reviewed thirty-one (31) incidents including twenty-two (22) serious, six (6) critical and three (3) minor. They reviewed three (3) complaints including two (2) procedural disagreements and one (1) quality of service.
- 6.6** Ad Hoc Public Relations Committee – no report requiring an action.
- 6.7** Ad Hoc Friends of Advantage Committee – Dr. Davis reported that the committee will meet May 28th at 1:00 p.m. The main focus will be planning an event. Mr. Gabriel noted that ABHS raised \$1900 during the Belk Charity Fundraiser. Laurie Wilburn-Bailey, Clinical Director briefly updated on grants. Mr. Danson recommended making the Board aware of pending grants because some CSB members may have contacts for same. Ms. Bailey will follow up with Michael Hammer, Grant Writer.
- 6.8** Board Committee Updates & Board Self Assessment – Board members were provided copies of the Board Self Assessment and Board Assessment for completion and submit at the meeting. Dr. Davis requested feedback on the documents, i.e., comparison to the previous assessment and effectiveness. He and Janice Callaway, Continuous Quality Improvement will compile the results. Board members received a copy of the Exit Interview Questions for review.

7.0 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

7.1 Dr. Darden reported that July 1st begins a new fiscal year. ABHS will be contracting with the new Department of Behavioral Health and Developmental Disabilities. Frank Shelp, MD has been appointed the commissioner in an Acting Role until July 1st, when he will officially take the position. Dr. Davis requested that Dr. Darden include in the report to the CSB Association recommendations to study the areas for expanding services for youngsters in foster care services with mental health issues continue to receive services past his/her eighteenth birthday. Beginning July 1st, new Medicaid rates, will also be the rates the State reimburses us for Child & Adolescent Services (fee for service) will go into effect. The rate for group treatment will experience a sharp decrease. The new rate structure also creates five (5) levels of employees, with Level 1 being psychiatrists and Level 5 being social services technicians at a high school graduate level. The CSB Association has petitioned the Department of Community Health (DCH) to reconsider this rate.

7.0 Dr. Darden reported that she will be more involved with the CSB Association. She will serve on the Executive Committee, Chair Person for the Education Committee, and liaison with the Clinical Directors.

8.0 REPORTS FROM THE CSB CHAIRPERSON

8.1 Mr. Danson encouraged Board members to attend the Annual Meeting, June 30th at 4:30 p.m. The meeting will be brief, committees will not meet and the Administrative Reports will not be discussed. The Awards Banquet will immediately follow.

8.2 Mr. Danson encouraged Board members to attend the Annual CSB Educational Exchange, October 18-21, 2009 at Lake Lanier.

9.0 PUBLIC ACCESS

9.1 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