

OPC Board Meeting

Europa Center

OPC Area Office
 100 Europa Drive, Suite 490
 Chapel Hill, N.C. 27517
 919-913-4000

August 9, 2007
 7:00 PM

PAGE	ISSUE	SPEAKER	TIME	ACTION
	Call to Order	George Greger-Holt		Approval
	Call for Public Comment	Citizen Input	5 MINS	
2-7	Reading of the Minutes <ul style="list-style-type: none"> • June 14, 2007 	George Greger-Holt		
Report of the Board Chair				
	Area Board	George Greger-Holt	10 MINS	Information
Report – Area Director				
8-18 19-24	Area Director Report <ul style="list-style-type: none"> • Update on OPC Properties • Post Payment Clinical Reviews 	Judy Truitt John Runge Lynne Hamlet	45 MINS	Information/ Approval
25	Finance Officer's Report	Dave Jenny	15 MINS	Approval
Committee Reports			Next Meeting	
26	Finance Committee	L. Ireland	8-9-07 6:00 p.m.	5 MINS Information
	Developmental Disabilities Committee	Vacant	8-9-07 6:00 p.m.	5 MINS Information
27	Adult MH/SA Committee	A. Blanks	8-9-07 6:00 p.m.	5 MINS Information
	Human Resources Committee	J. Stewart	TBD	5 MINS Information
28-31	Client Rights Committee	Vacant	8-7-07 5:00 p.m.	5 MINS Information
	Child & Family Committee	Vacant	8-9-07 6:00 p.m.	5 MINS Information
32-37	Consumer & Family Advisory Committee	V. Hill	8-16-07 5:00 p.m.	5 MINS Information
Old Business				
<ul style="list-style-type: none"> • Bylaws- second reading for approval of revised bylaws 				
New Business				
Adjournment				

**Minutes of the OPC Area Board/LME Board Meeting
Thursday, August 9, 2007
Administrative Office - Europa Center**

BOARD MEMBERS PRESENT

Commissioner Jimmy Clayton, Commissioner Moses Carey, Commissioner Tom Vanderbeck, George Greger-Holt, Lori Ireland, Amanda Blanks, John Stewart, Sandra Herring, Jim Leis, Henry Pleasant, Richard Edwards, Lynn Ikenberry

BOARD MEMBERS ABSENT:

Sue Schwartz, Tina Williams

STAFF PRESENT:

Judy Truitt, Dave Jenny, Lynne Hamlet, Donna Prather, Tom Velivil, Debra Farrington, Kenyetta Walker, John Runge, Henry Christoph, Michael Norton, Michelle Hoover

GUESTS PRESENT

Gwen Harvey, Assistant Orange County Manager,
LeAnn Nease Brown, OPC Attorney

CALL TO ORDER

OPC Chair George Greger-Holt called the meeting to order at 7:09 p.m.

CALL FOR PUBLIC COMMENT

Mr. Greger-Holt opened the floor for public comment. There was none.

READING OF THE MINUTES

Dr. Lynn Ikenberry noted that he was at the June Board meeting. OPC staff will revise the June Board minutes to note Dr. Ikenberry's attendance. John Stewart motioned to approve the June minutes of the OPC Area Board meeting with the change to Board attendance. Commissioner Moses Carey seconded the motion. The motion carried with 12 board members voting in favor and none opposing.

REPORT OF THE CHAIRPERSON

Mr. Greger-Holt deferred his report to Judy Truitt, seeing that she planned to cover all pertinent information.

AREA DIRECTOR'S REPORT

1. SFY 07-08 Budget

Judy Truitt distributed the budget report to the Board, indicating that the State approved the budget. OPC's allocation remains unknown and Management Team hopes to receive the budget in the next few weeks. Ms. Truitt will forward any information regarding the allocations as soon as it becomes available.

a. Recurring funding for the following:

i. Supported Employment, TASC, and Treatment court programs

Ms. Truitt pointed out that the funds for Supported Employment (SE) and Treatment Alternative for Safer Communities (TASC) would continue. OPC requested additional funds from the Regional TASC Director to expand TASC services including a new case manager. Community Reserve Court (CRC) will also receive recurring funds with the help of Representative Insko.

ii. 300 Additional CAP slots

OPC expects to receive between five to eight additional slots created by the State.

b. Mental Health services for returning veterans

The Legislature is concerned with how the war is affecting the health of returning soldiers. Thus, they are creating and allocating special monies for the treatment of returning veterans; however, these funds will not be recurring.

2. SFY 07-08 Special Provisions that impact LMEs

Ms. Truitt distributed a pamphlet highlighting Special Provisions that concern LMEs. The House and the Senate each developed their own budgets and this pamphlet breaks down both of those suggested budgets, as well as examines the changes the NC Council suggested on the behalf of LMEs. The final column describes the final budget..

3. Five County collaboration update

Ms. Truitt updated the Board on Five County negotiations. OPC hoped to have had the contract between OPC and Five County for tonight's meeting but Foster Norman, Area Director of Five County, was out of town. Ms. Truitt plans to forward the contract to the Board in the next two weeks. Ms. Truitt requested the Board convene once the contract is complete and before it is signed. The Board agreed to hold a special meeting on Wednesday, August 29, 2007, at 6:00 p.m. The only agenda item will be to go over Five County's contract.

Five County created two claims adjudicator positions and forwarded the job descriptions to OPC. On Monday July 30, Dave Jenny & Ms. Truitt informed the staff who will be affected by this collaboration. During the August 3, 2007 all staff meeting, Ms. Truitt informed all employees that OPC was negotiating a possible alliance with Five County for the billing and reimbursement function.

The CFO of Five County and Dave Jenny are working on a plan. Key staff people from both LMEs continue to speak and plan; several OPC staff members visited Five County to see how they run their operations and four Five County staff members visited OPC on August ninth. Staff morale is suffering; but the Area Director of Five County, Foster Norman made a commitment that OPC staff would have first priority for their new claims adjudicator positions. OPC is trying to mitigate the affect on staff by holding department retreats to develop agency work plans within individual departments. Management Team assured

staff that OPC is moving forward in a viable way. Ms. Truitt feels confident that Five County is a friend to OPC and not interested in a merger. OPC would like to invite Foster Norman to the special meeting on August 29.

Ms. Truitt has been talking with providers about the outsourcing of billing; their reaction has been very positive. Richard Edwards asked what the timeline looks like for the Five County to take over new billing; Ms. Truitt responded that if negotiations are successful, we would expect to transition by September 1, 2007. OPC will process July and August claims and clean up any remaining problems in the system. Commissioner Carey asked if the contract will include performance requirements. Ms. Truitt explained that Five County has 98% success rate, makes payments to providers in 30 days, and understands that OPC's Board is concerned about accuracy and timeliness. OPC's system needs to be clean before transferring information and data to Five County. OPC has no plans at this time to bring back the total billing function. Ms. Truitt indicated that DMH wants the LMEs to collaborate on all functions and promote efficiency; so far, DMH has been supportive.

4. CFAC Relational Agreement

The Board supported the relational agreement between CFAC and the LME; however, due to the fact that the relational agreement speaks to CFAC appointments to the new Board subcommittees and the Board has not completed the revisions to the Bylaws regarding the CFAC appointment on the Board and restructuring of the Board subcommittees, it is not recommended that the Board proceed with finalization of the relational agreement. The Board will revisit this at the October 2007 Board meeting.

5. Property update

John Runge presented a slideshow of the Thomas S properties. Cross Disability Service (XDS) has used one of the properties as a respite home but they are no longer interested in doing so. The respite home would not meet licensure requirements for any other level of care, therefore an appraisal has been conducted on the home and a copy of the appraisal will be provided to the Board. Ms. Truitt plans to contact the state to see if OPC can sell the home. Commissioner Cary suggested asking DMH if the profits from the sale of the property could be placed in a maintenance fund. Lori Ireland agreed that it would be beneficial if the money from the sale could help maintain the other properties. A Board member asked if it was possible to rent the property. Attorney LeAnn Brown said OPC cannot rent the house because of state requirements regarding use of the property.

6. Post Payment Reviews

Lynne Hamlet, Director of Quality Improvement (further noted QI), updated the Board on the Post Payment Reviews. The QI department, along with several Care Management staff members, have completed 80% of the reviews. All of the reviews will be completed by September 30, 2007. The preliminary results of the audit are as follows: one chart requires no action; four charts need a plan

of correction only; and six charts need a plan of correction and a full record review. DMH reports that this activity is included in the cost model, Area Directors question where in the cost model it is located any many feel as though LMEs are not getting paid for this level of service.

7. Accreditation

Initially when OPC discussed accreditation, Management Team considered the Council on Accreditation (further noted COA). There has been some discrepancy as to whether or not COA will be developing new standards appropriate for LMEs, so OPC is now considering CARF. Two of the three surrounding regional partners (Five County and Durham) are CARF accredited and OPC feels that it would be reasonable to obtain the same accreditation.

FINANCE OFFICER'S REPORT

Financial Activity Report for August Board Meeting:

- ❖ Still no word from our Regional Accountant on the outcome of the 2003 TSR for non-UCR funds.
- ❖ Our auditors, Larson Allen, are scheduled to return August 20-24 to complete the balance of their fieldwork for the 2006-07 fiscal year audit.
- ❖ OPC continues working with providers to identify and correct any billing issues from the just completed fiscal year. The 2006-07 accounts receivable remain open through the August 14 checkwrite to recognize any late payments received for last year.
- ❖ On July 17 an exit interview was given by Jack Parsons, the state consultant who had been reviewing the finance department and business systems. Also in attendance was Mabel McGlothlen and Dick Oliver of DMH. Overall he was pleased with our progress since the state infusion of funds. He observed, and we certainly acknowledged, that OPC remains in a fragile financial state.
- ❖ An update of the agreement with Five County to do our billing was provided by Ms. Truitt.
- ❖ The state is presenting Cost Reporting training currently. The program to do Cost Reporting is due the end of August. The actual Cost Reporting is due to the state in November.
- ❖ The Legislature has passed the budget and we expect our final allocations soon. With the receipt of the final allocation, contract revisions will be sent to providers and a revised budget will be submitted to the Board.

Mr. Jenny asked for suggestions or comments regarding his report, the Board did not comment. Commissioner Jimmy Clayton motioned to approve the financial report.

John Stewart seconded the motion. The motion carried with 12 board members voting in favor and none opposing.

COMMITTEE REPORTS

Finance Committee:

The committee had no further information beyond Mr. Jenny's report above. The next Finance Committee meeting will be held on September 13, 2007 at 6 p.m.

DD Committee:

The Developmental Disability Committee did not meet tonight. The next DD Committee meeting will be held on September 13, 2007 at 6 p.m.

Adult Mental Health/Substance Abuse Committee:

Amanda Blanks announced that September is *Recovery Month* and Freedom House will be distributing brochures informing people about the recovery process. On September 20, 2007, there will be a Peer Support Workshop presented by Freedom House. The Adult Mental Health/Substance Abuse committee is working on Project Homeless Connection, helping the homeless to obtain services. The next Adult MH/SA Committee meeting will be held on September 13, 2007 at 6 p.m.

Human Resources Committee

Mr. Stewart asked the Board to approve the receptionist position. Mr. Jenny told the Board it was already in the budget. The receptionist salary range would be \$21,900.00-\$32,900.00. Lori Ireland motioned to approve the receptionist position and Commissioner Clayton seconded the motion. The motion carried with 12 board members voting in favor and none opposing.

Client Rights Committee:

Michael Norton, Client Rights Coordinator in QI, updated the Board on the six (6) behavior plans. The Board has already approved four behavior plans and the other two plans need revising and will later request Board approval. Kathleen Herr resigned and her seat on the Clients Rights Committee will need to be filled by another Board member. Mr. Greger-Holt wanted to wait until the other subcommittees are organized before appointing Board members to the various subcommittees. The next regular meeting of the OPC Client Rights Committee will be Tuesday, September 4, 2007 at 5:00 p.m. in the AO Conference Room at the Europa Center.

Child & Family Committee:

The next Child and Family Committee meeting will be held on September 13, 2007 at 6 p.m.

Consumer & Family Advisory Committee:

Mr. Norton informed the Board that last month Katherine Hudson, Manager of STR, presented IPRS benefit plans. House Bill 2077 requires there be equal representation of all disability groups on CFAC. OPC is working on recruiting DD/SA representatives, particularly from Person County. CFAC will next meet on August 16, 2007 at 5:00 p.m. at the Europa Center.

Old Business:

Second Reading of OPC Area Board By-Laws: Henry Pleasant motioned to approve the second reading of the By-Laws and Richard Edwards seconded the motion. The motion carried with 12 board members voting in favor and none opposing.

New Business:

There is a need for a new Board secretary. This person will review minutes and approve the minutes for submission to the other Board members. Amanda Blanks will accept the secretarial duties. Ms. Ireland motioned to approve Ms. Blanks as the Board Secretary. Commissioner Carey seconded the motion. The motion carried with 12 board members voting in favor and none opposing.

Mr. Stewart reminded the Board that when the new subcommittees are being formed the Human Resources committee also needs new members. The first reading of the subcommittee changes in the bylaws will be September 13, 2007.

Board Meeting:

There will be a special Board Meeting August 29, 2007 at 6:00 to discuss the contract with Five County.

The September Board meeting will be September 13, 2007 at the Europa Center, Suite 490. The Committee meetings will begin at 6:00 p.m. and the Board Meeting will begin at 7:00 p.m.

Adjournment:

Commissioner Carey motioned to adjourn the meeting and Commissioner Tom Vanderbeck seconded. The motion carried with all Board members voting in favor and no one opposing. The meeting adjourned at 8:47 p.m.

Respectfully submitted,

Amanda Blanks
Secretary