

# OPC Board Meeting

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

October 11, 2007  
7:00 PM at the Europa Center

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"> <li>• September 13, 2007</li> </ul>	George Greger-Holt		
<b>Report of the Board Chair</b>				
	Area Board	George Greger-Holt	10 MINS	Information
<b>Report – Area Director</b>				
8-55 56-59	Area Director Report <ul style="list-style-type: none"> <li>• Meeting with New DHHS Secretary</li> <li>• Contract with DHHS</li> <li>• Deficit Reduction Act Policy</li> </ul>	Judy Truitt Lynne Hamlet	30 MINS	Information/ Approval
60-65	Finance Officer's Report	Dave Jenny	15 MINS	Approval
<b>Committee Reports</b>			<b>Next Meeting</b>	
66	Finance Committee	L. Ireland	9-13-07 6:00 p.m.	5 MINS Information
	Developmental Disabilities Committee	Vacant	9-13-07 6:00 p.m.	5 MINS Information
67	Adult MH/SA Committee	A. Blanks	9-13-07 6:00 p.m.	5 MINS Information
	Human Resources Committee	J. Stewart	TBD	5 MINS Information
68-69	Client Rights Committee	Vacant	10-2-07 5:00 p.m.	5 MINS Information
	Child & Family Committee	Vacant	9-13-07 6:00 p.m.	5 MINS Information
70-72	Consumer & Family Advisory Committee	V. Hill	9-20-07 6:00 p.m.	5 MINS Information
<b>Old Business</b> <ul style="list-style-type: none"> <li>• November/December Board Meeting Schedule</li> </ul>				
<b>New Business</b> <ul style="list-style-type: none"> <li>• Subcommittee Bylaw Amendment (first reading)</li> </ul>				
<b>Adjournment</b>				

**Minutes of the OPC Area Board Meeting  
October 11, 2007  
Administrative Office - Europa Center**

**BOARD MEMBERS PRESENT**

Commissioner Jimmy Clayton, George Greger-Holt, Amanda Blanks, Richard Edwards, Sue Schwartz, Lori Ireland, John Stewart

**BOARD MEMBERS ABSENT:**

Commissioner Moses Carey, Commissioner Tom Vanderbeck, Sandra Herring, Tina Williams, Virginia Hill, Henry Pleasant, Lynn Ikenberry

**STAFF PRESENT:**

Judy Truitt, Dave Jenny, Tom Velivil, Michael Norton, Lynne Hamlet, Debra Farrington, Ivy Williams, Cim Brailer, Donna Prather, Janine Reda

**GUESTS PRESENT**

There were no guests present.

**CALL TO ORDER**

OPC Chair George Greger-Holt called the meeting to order at 7:08 p.m.

**CALL FOR PUBLIC COMMENT**

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

**READING OF THE MINUTES**

Sue Schwartz motioned to approve the September 13, 2007 minutes of the OPC Area Board. Commissioner Jimmy Clayton seconded the motion. The motion carried with seven 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. Meeting with New Secretary of the Department of Health and Human Services**

Ms. Truitt met with Dempsey Benton, the new Secretary of the Department of Health and Human Services (hereafter known as DHHS) last week. The Area Directors in the central region of the state met with the Secretary at the Sandhills Area Program. Ms. Truitt found Secretary Benton's questions insightful and thoughtful. Secretary Benton indicated that his priorities are stabilization, sustainability and "no surprises". The Secretary is also interested in inpatient issues such as the overuse of hospitals, acute care, local crisis services, and substance abuse services.

**2. OPC's Contract with DHHS**

Debra Farrington, Lynne Hamlet and Ms. Truitt attended a question and answer session in Raleigh relating to the SFY 07-08 contract between the LMEs and

DHHS. After attending the session Ms. Truitt doesn't believe there will be substantive changes made to the contract. DHHS extended the current contract through November 30, 2007 and the new contract is set to begin December 1, 2007.

**3. LME Reporting Requirements**

Staff provided the Board with a spreadsheet describing the reports LMEs are required to produce in SFY 07-08 as required by the new contract with DHHS.

**4. Single Stream Funding**

The Board was given the criteria included in an application for Single Stream Funding. Management Team's goal is to apply for Single Stream Funding in August 2008, with an implementation date of October 1, 2008. More information is needed before the final decision can be made regarding an August 2008 submission because it may depend on which quarterly report the Division of Mental Health (hereafter known as DMH) will base the application. OPC has recently encountered problems with CDW data and will be working diligently to straighten out any troubles.

**5. Club Nova Properties**

Ms. Truitt presented Commissioner Carey's request that the Board consider the Club Nova property issues at the December Board meeting. The Club Nova Board is interested in raising funds to make improvements and renovations to the property, but are concerned that donors would not be interested in helping fund the projects with OPC continuing to own the property.

The Board is interested in forming a workgroup to determine what may be done. Attorney LeAnn Nease Brown has mentioned before there are many options and is willing to present these options to the Board if asked. All three counties would have to agree before any decisions are made.

**6. Invitation to December Potluck for Board**

Ms. Truitt extended an invitation to the Board members and community partners to attend the OPC All-Staff Winter Potluck on December 7, 2007 from 11:30 a.m.-1:00 p.m. This will be held in the Training room at the Europa Center.

**7. Staff Member of the Month**

Ms. Truitt is implementing an employee of the month program in December 2007. The first employee of the month will be unveiled at the Winter Potluck.

**8. Annual Planning Retreat**

The Board agreed to review their plans for January 26, 2008 as the OPC Board Planning Retreat for 2008 and confirm the date at the December meeting. Please review your calendars and come prepared to confirm a date for the retreat. The retreat will likely run from 9 a.m. to 12:30 p.m.

**9. Board Notebook**

Ms. Truitt asked that Board members bring their binders to the December Board meeting so Ms. Reda can organize the binders for the upcoming year. Board

members can keep their current binders including all the information, but please let Ms. Reda know either way.

#### **10. NC Council- Pinehurst Conference**

The Pinehurst Conference begins December 10, 2007 and ends December 12, 2007. OPC will be receiving an Award of Excellence for the work done at the Community Resource Court. The award will be shared with Caring Family Network, as they took responsibility for the program half way through SFY 06-07. For more information regarding the conference please contact Ms. Reda.

#### **11. Federal Deficit Reduction Act**

Ms. Hamlet presented information regarding the Federal Deficit Reduction Act. Two weeks ago OPC received a letter from the Division of Medical Assistance (hereafter known as DMA) about the Deficit Reduction Act of 2005, which required that the agency come into compliance with all requirements in a very short time frame. Ms. Hamlet presented OPC's policy implementing the various facets of the Deficit Reduction Act for Board approval. OPC employees were trained during the October All Staff meeting (for further information please see pages 56-59 of the October 2007 Board packet). OPC written policy includes whistle blower protections and how OPC meet the requirements. Ms. Hamlet clarified that this policy is not intended to provide legal advice, but it is to be used to summarize federal and state laws and clearly breakdown the protections offered to individuals who report fraud. The policy will also be explained to OPC providers at the next provider meeting.

Commissioner Jimmy Clayton motioned to approve the policy implementing the various facets of the Deficit Reduction. Ms. Schwartz seconded the motion. The motion carried with seven board members voting in favor and none opposing.

### **FINANCE OFFICER'S REPORT**

Dave Jenny presented the Finance Officer's report.

- ❖ There is still no word for the Regional Accountant on the outcome of the 2003 TSR for non-UCR funds. We recognized the potential liability on our books at the year end 2007.
- ❖ We have not received a tentative date for the final audit report yet; Mr. Jenny will be in contact with the auditors to determine a date.
- ❖ OPC requested a waiver for the FY2007 Cost Reporting requirement based on the fact that we have not provided any enhanced services.
- ❖ Mr. Jenny was pleased to report that all three claims adjudicators who were reduced in force all accepted other positions within the agency.
- ❖ The state changed the due date of the FY2007 non-UCR reconciliation from 10/1/07 until 12/1/2007. We recorded the \$49,500 liability as of 6/30/2007.

- ❖ The final allocation letter has still not been received. However, the state has issued allocation letters for the Mental Health Trust Fund. We received two sets of allocations; one for carryover funds for projects approved last year, and an allocation of funds for projects for the 2008 and 2009 fiscal years. Additionally, all allocated funds have been received by OPC.

Mr. Jenny asked if there were any questions regarding his report, there were none. Commissioner Clayton motioned to approve the Finance report. John Stewart seconded the motion. The motion carried with seven board members voting in favor and none opposing.

## **COMMITTEE REPORTS**

### **Finance Committee:**

Lori Ireland presented the information discussed during the Finance Committee meeting. The Finance committee would like to show its support for staff raises if at all possible. They have agreed to discuss this again when the final allocation letter is received and will then determine whether raises are possible. The next Finance Committee meeting will be held on December 6, 2007 at 6 p.m.

### **Development Disability Committee:**

The Development Disability Committee did not meet tonight. The next DD Committee meeting is to be announced.

### **Adult Mental Health and Substance Abuse Committee:**

The Adult Mental Health and Substance Abuse Committee did not meet tonight. The next Adult Mental Health and Substance Abuse Committee meeting is to be announced.

### **Human Resources Committee:**

The HR committee had nothing new to report. The next HR committee meeting is to be announced.

### **Client Rights Committee:**

Michael Norton presented the information discussed at the Client Rights Committee meeting on October 2, 2007. The committee discussed incidents relating to client rights and the recruiting of additional consumer members. In particular, they would like to add a developmentally disabled consumer to the committee, as well as a substance abuse professional to the committee. The next Client Rights Committee meeting will be held at the Europa Center in suite 490 at 5 p.m. on Tuesday, November 6, 2007.

### **Child & Family Committee:**

The Child and Family Committee did not meet. The next Child and Family Committee meeting is to be announced.

### **Consumer & Family Advisory Committee:**

Mr. Norton reported that the Consumer and Family Advisory Committee (hereafter referred to as CFAC) is planning a recruitment effort in Person and Chatham counties. In particular, they are looking to add individuals with ties to developmentally disabled and substance abuse persons. CFAC is interested in learning more about Single Stream

funding and would like to hear more about it as Management team engages further in the process. The next CFAC meeting will be on Thursday, October 18, 2007 at 6 p.m.

**Old Business:**

The Board decided to schedule the November and December Board meetings into one date. The date decided on was December 6, 2007. The Board will convene at the standard 7:00 p.m. timeslot.

**New Business:**

The Board had the first reading of revisions to the Bylaws. This included several legislative changes newly required; it also included the amendments to the subcommittees (for further information on the new subcommittees to the Board please see the May 2007 Board packet). Mr. Stewart motioned to approve the first reading of the revised Bylaws. Richard Edwards seconded the motion. The motion carried with seven board members voting in favor and none opposing.

At the January Retreat the Board will need to discuss the nominations for the 2008 Board officers. In the past Mr. Stewart has polled the Board and made recommendations as the sole member of the committee, but this year Ms. Schwartz has agreed to join him. Ms. Truitt reminded the Board to please review plans for January 26, 2008 to determine if that date will work for the OPC Board Planning Retreat for 2008 and come prepared to the December meeting to confirm a date for the retreat.

**Adjournment:**

Ms. Schwartz made the motion to adjourn the OPC Board meeting and Mr. Stewart seconded. The motion carried with all Board members voting in favor and no one opposing. The meeting adjourned at 8:43 p.m.

Respectfully submitted,

Amanda Blanks  
Secretary