

**Minutes of the OPC Area Board Meeting
Thursday, August 12, 2008
Administrative Office - Europa Center**

BOARD MEMBERS PRESENT

Commissioner Moses Carey, Commissioner Kyle Puryear, Commissioner Tom Vanderbeck, Sue Schwartz, John Stewart, Amanda Blanks, Lynn Ikenberry, Virginia Hill, Rachel Winstead, Debbie Carson

BOARD MEMBERS ABSENT:

George Greger-Holt, Lori Ireland, Richard Edwards, Sandra Herring, Tina Williams

STAFF PRESENT:

Judy Truitt, Dave Jenny, Lynne Hamlet, Debra Farrington, Peggy Yonuschot, Cim Brailer, Michael Norton, Janine Reda

GUESTS PRESENT

Mathew Dees, News and Observer

CALL TO ORDER

OPC Chair Sue Schwartz called the meeting to order at 7:03 p.m.

CALL FOR PUBLIC COMMENT

Ms. Schwartz opened the floor for public comment. There was none.

READING OF THE MINUTES

John Stewart motioned to approve the June 2008 minutes of the OPC Area Board meeting as written. Commissioner Moses Carey seconded the motion. The motion carried with ten board members voting in favor and none opposing.

REPORT OF THE CHAIRPERSON

Ms. Schwartz opened the floor for public comment. There was none.

Ms. Schwartz administered the oath for new Board members Dr. Rachel Winstead and Debbie Carson and welcomed them to the Area Board. Board members and staff introduced themselves. Ms. Schwartz then deferred the remainder of her time to Judy Truitt.

AREA DIRECTOR'S REPORT

Legislative Update

1. **Crisis Services Funding:** Ms. Truitt indicated that additional funding for mobile crisis, crisis walk-in clinics, and in-patient beds has been approved, but full details have not yet been made available as to the distribution of the new monies.

2. Single Stream Funding and Medicaid UR

a. Single Stream Funding

- i. Ms. Truitt presented information regarding OPC's application for single stream funding.
- ii. The necessary elements for single stream funding approval are: a filed written request for designation for single stream funding; the LME must have an approved Performance Contract; the LME must have a current approved Crisis Plan in writing; the LME must not have an unresolved notice to the Area Authority Board; the LME's CFAC must have agreed to in writing the proposal of single stream funding; the LME must demonstrate earnings of at least 85% of the annual funding; the LME meets or exceeded at least 65% of the designated performance measures that are contained in the contract; the LME must provide written assurances that it will continue to enroll consumers in appropriate categories, report service usage to the Division of Mental Health and process claims as required; the LME must provide written assurance that it will only purchase those services approved by DMH; and the LME must provide written assurance that it meets all state and federal block grant requirements. OPC has met all the requirements and Ms. Truitt recommends that the agency proceed with a formal application.
- iii. Commissioner Vanderbeck made a motion to approve OPC's application for single stream funding. Mr. Stewart seconded the motion. The motion carried with ten board members voting in favor and none opposing.

b. Medicaid UR

- i. In the recent short session, the North Carolina General Assembly made it clear that Medicaid Utilization Review should be returned to local programs. Currently, ValueOptions is responsible for management of Medicaid funded services, but this has long been seen as problematic in overall system integrity. The new legislation requires that Medicaid UR for 30% of the state's population be returned to local programs by July 2009 and the Value Options contract will end by September 2009. DMH has begun the process of determining how to initiate this transfer. It is expected that they will look at Tier One programs identified by the Mercer review as the first option and then move forward from that point.

3. Central Regional Hospital opening

- a. Before Central Regional Hospital opened, admissions were suspended in order to stabilize the consumers in the system. Therefore, consumers who were recently involuntarily committed waited in Emergency Room for long period of times. In the OPC catchment area, Person Memorial Hospital had many of these clients. Ms. Truitt and OPC staff scheduled to meet with Person Memorial Hospital staff in the next five days. Commissioner Kyle Puryear stated that this problem has affected the already limited resources

and caused a ripple effect in the Sheriff's office, but he appreciates the work the LME has done to address these situations.

- b. In Chatham County, the county hospital has been utilizing Mobile Crisis and this has been helpful in preventing similar situations in their system.
- c. UNC is a huge resource for Orange County with inpatient capacity.

4. Southeastern Center

- a. In light of recent articles indicating that DMH had assumed control of Southeastern Center, Ms. Truitt advised Board members that available information indicates that the area program has experienced significant financial problems over the last two years which has led to the current situation. DMH has sent in staff to manage the financial resources of the agency, will require a corrective action plan and then report that they will return control to the local Board.

5. Administrative Offices

- a. Ms. Truitt advised the Board that the Europa administrative offices lease will expire June 2009. OPC has the option to renew the lease for two additional three year periods under the same terms, but Ms. Truitt is interested in considering other long-term options.
- b. Ms. Truitt advised Board members that Orange County will be renovating the Hillsborough Commons complex (former Wal-Mart space) for use as county offices. She has spoken with county management staff about the possibility of OPC being considered as a tenant in the planning process for the new space and was advised to bring this to the attention of the Board. Commissioner Carey recommended that this move forward as a resolution from the Area Board to the full Board of County Commissioners.
 - i. Mr. Stewart motion to send a resolution to Orange County requesting that as Orange County designs this public facility, they give consideration to locating OPC's administrative office in the Hillsborough Commons complex. Dr. Rachel Winstead seconded. The motion carried with all Board members voting in favor and no one opposing.

6. CARF Policy Update

- a. Lynne Hamlet, who is spearheading the accreditation project hopes to have all of the policies to the Board in October for a November 1, 2008 application submission date. All policies need to be in place for six months before the site visit, and site visits generally occur six to eight months after the application is submitted.

7. Needs Assessment Update

- a. Peggy Yonuschot presented the Community Needs Assessment Update; it covers April, May and June 2008, therefore making it also the 4th Quarter Report of Fiscal Year 2008. Cim Brailer presented the highlights of the initial Community Needs Assessment in April. The purpose of the assessment is to identify existing capacity as well as service gaps and needs for mental

health, developmental disabilities, and substance abuse services within our catchment area. Per the same contractual obligations with DMH by which OPC produced the initial assessment, the agency is also required to update the Board quarterly on progress, accomplishments, and next steps.

- b. The first section introduces what OPC is doing with the initial needs assessment, how it is incorporated into the planning, resource allocation, and the other LME functions. It also describes the process that is in place for Community Needs Assessment 2009.
- c. After a review of the OPC Needs Assessment and survey tool OPC solicited feedback. Stakeholders were asked for input and direction as to the current process, as well as the specific survey tools to be used. The agency put into practice an ongoing avenue for community members, staff, providers and consumers to give feedback. Ms. Yonuschot will be back next quarter to provide another update.

8. AQIC Annual Report

- a. Ms. Truitt directed the Board's attention to the AQIC Annual Report found on page 81 of the August 2008 Packet, and directed the Board to contact Lynne Hamlet with questions. Ms. Hamlet did update the Board that the Quality Improvement Department submitted five projects in SFY 07-08 to DMH; four of those projects scored fives (on a scale of one to five) and one project scored a four.

9. Ward death

- a. Ms. Truitt notified the Board that a second ward had recently passed away. The agency was appointed following hospitalization of the individual and her medical condition continued to deteriorate. She was a Person County appointment and was removed from her family home due to complaints of abuse.

10. El Futuro

- a. In light of recent articles regarding loss of funding for the service program, El Futuro, Ms. Truitt clarified that the program had lost funding following the withdrawal of endorsement for specific services. The withdrawal was voluntary, but based on the agency's refusal to complete forms that are required by both state and federal regulations. The agency believes that the forms are not culturally sensitive to the population served, but OPC has no ability to waive or change the requirements.

FINANCE OFFICER'S REPORT

Dave Jenny presented the Finance Officer's report:

- The field work for compliance testing for the 2007-08 audit concluded on Thursday, June 5. The auditors will return the week of August 18th examine our year-end closing activities.
- We experienced billing difficulty in June. The National Provider Identification Number and related service taxonomy number were added to the billing data record. Karla

Hayes worked closely with UniCare and EDS to expand our data record to correctly transmit the new information.

- Due to the billing problem we postponed upgrading ProFiler™ to the latest release on July 1st as planned. We are in the process of rescheduling the upgrade with UniCare.
- The vacant Accounting Tech position was filled June 30th by Nancy Bawden who joined Finance from the Care Management department. Nancy had worked in Finance previously as a claims adjudicator before our agreement with Five County.
- Contract amendments covering the first half of the 2008-09 fiscal year have been issued. We are awaiting the release of the “official” state contract from DMH to complete finalize the process.
- Finance held their annual Planning Retreat on July 23rd to set goals for the current year and plan longer term development and improvement activities.

Mr. Stewart motioned to approve the Finance Report. Commissioner Puryear seconded the motion. The motion carried with all Board members voting in favor and no one opposing.

Mr. Jenny requested the Board’s approval to authorize the addition of Ms. Truitt and Mr. Jenny’s names to the signature card moving funds from the First Citizen’s Bank in Siler City to the local Wachovia branch. Commissioner Vanderbeck motioned to approve the moving of the funds. Commissioner Carey seconded the motion. The motion carried with all Board members voting in favor and no one opposing.

COMMITTEE REPORTS

Finance Committee:

The committee is pleased with the on time auditing for the second year in a row. The next Finance Committee meeting will be held on September 11, 2008 at 6 p.m.

Provider Community/ Quality Management:

The Provider Community/Quality Management committee met and discussed the Frequency and Extent of Monitoring tool, incident reports and the AQIC Annual Report. They will next meet September 11, 2008 at 5:30 p.m.

Service Management Capacity:

The Service Management Capacity Committee did not meet. The next committee meeting will be held on September 11, 2008 at 5:30 p.m.

Public Awareness and Advocacy:

The Public Awareness and Advocacy Committee did not meet. The next committee meeting will be held on September 11, 2008 at 5:30 p.m.

Human Resources Committee:

Mr. Stewart indicated that there was no report for the HR committee. The HR committee is currently meeting on an as-needed basis.

Client Rights Committee:

Amanda Blanks reported that the Client Rights committee reviewed five behavior plans, discussed incident reports, and they have new member Beth Morton who represents people with developmental disabilities. Their next meeting will be September 2, 2008 at 4 p.m.

Consumer & Family Advisory Committee:

Virginia Hill announced CFAC is holding a Peer Support Workshop all day at the Camp New Hope on Friday, September 26th from 9:00-4:30 p.m. Janine Reda will send out the advertisement and please contact Michael Norton for information. CFAC will meet next Thursday, August 21, 2008 at 6:00 p.m.

Old Business:

The Property Workgroup plans to meet with Club Nova board and staff. Ms. Reda will be contacting workgroup members to confirm a date and time.

Ms. Blanks asked about the OPC White Oak property. There has been no new interest on the house since the price was reduced.

There was also a question about flex-schedules; Mondays, Wednesdays, Fridays are days staff can flex. A process was developed where staff log into their computers, creating accountability for staff working outside traditional hours. Ms. Truitt explained that the new system is still new, but she will report back after six weeks.

New Business:

There is no new business at this time.

Board Meeting:

The next OPC Board meeting will be September 11, 2008 at 7 p.m., the subcommittees will meet at 5:30 p.m., excluding the Finance committee, which will meet at 6 p.m.

Adjournment:

Mr. Stewart made the motion to adjourn the OPC Board meeting and Commissioner Vanderbeck seconded. The motion carried with all Board members voting in favor and no one opposing. The meeting adjourned at 9:17 p.m.

Respectfully submitted,

Amanda Blanks
Secretary