

**Minutes of the OPC Area Board Meeting  
Thursday, February 14, 2008  
Administrative Office - Europa Center**

**BOARD MEMBERS PRESENT**

Commissioner Kyle Puryear, Commissioner Tom Vanderbeck, Amanda Blanks, Richard Edwards, Lynn Ikenberry, Sue Schwartz, Sandra Herring

**BOARD MEMBERS ABSENT:**

Commissioner Moses Carey, Lori Ireland, John Stewart, Tina Williams, Virginia Hill, Henry Pleasant

**STAFF PRESENT:**

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

**GUESTS PRESENT**

No guests were present

**CALL TO ORDER**

OPC Chair Sue Schwartz called the meeting to order at 7:06 p.m.

**CALL FOR PUBLIC COMMENT**

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

**READING OF THE MINUTES**

Sandra Herring motioned to approve the January 26, 2008 Board Retreat Minutes of the OPC Area Board meeting as written at the beginning of the March 2008 Board meeting, as no quorum was reached at the February Board meeting. Lynn Ikenberry seconded the motion. The present Board members agreed to affirm the votes made at the March Board meeting.

**REPORT OF THE CHAIRPERSON**

Ms. Schwartz had no report and deferred her time to Ms. Truitt.

**AREA DIRECTOR'S REPORT**

**1. Caring Family Network**

- a. Ms. Truitt reintroduced Jim Martin, Transition Project Manager to the Board. Mr. Martin is very busy guiding the new Person County providers into the system and clarifying which Provider will cover what services. Freedom House will provide daytime crisis, substance abuse services, mobile crisis, and extend their adult mental health services. The negotiations with Triumph continue regarding specific services they will provide. Ms. Truitt is very pleased with both of these agencies and appreciate all they are doing to prepare and aid in this transition.

In Orange County Freedom House and Triumph plan to ramp up their current service array and OPC is still investigating additional providers. One in particular is Universal Healthcare. Caring Family Network (hereafter referred to as CFN) approached Universal to possibly take over their physical space in Orange and Chatham. Ms. Truitt hopes to quickly bring the discussion to a close because it is still unclear Universal's level of commitment. If Universal is unable to fill the service need OPC will likely need to further explore the provider pool.

Mr. Martin is developing an informational update to circulate to the provider community and Orange, Person and Chatham sister agencies. A consumer meeting is currently in the works for Person County.

The Board voiced their concern over continuity of care and were pleased to hear the plan for OPC to keep the doctors as OPC staff with their hours divided up between the providers.

Ms. Truitt and Management Team moved four exceptions forward to the Division of Medical Assistance and the Division of Mental Health concerning the community support moratorium. DMH staff has been supportive of this request and processing the request presently and Management Team hopes to have a response soon.

## **2. Person County Space**

- a. The new Human Services Building in Roxboro has a space reserved for mental health services. Steve Carpenter, Person County Manager contacted Ms. Truitt about OPC controlling the property and subletting the property to specific providers. Person County would lease the space to OPC and then OPC would be responsible from covering the cost upfront and deciding whether or not they would charge the providers occupying the space rent or not. The space is an easily divisible 11,000 square feet and costs the County \$13 per square foot. Person County has offered to rent it for \$6.50 per square foot to OPC. Person County has agreed to allow Freedom House and Triumph to use the space for the remainder of the fiscal year rent free. The Board voiced concern about legal issues and Ms. Truitt plans to discuss the situation in depth with OPC Attorney LeAnn Brown.

## **3. Endorsement Legal Actions**

- a. When mental health reform began it was agreed that if a provider appealed the pulling of endorsement by the Area Programs the Attorney General's office would represent the Area Programs. Recently, the Attorney General's office said they will not be representing the Local Management Entities. Therefore, OPC's legal costs could significantly rise if there are any appeals, at this time OPC had two appeals, one which was dropped at the trial.

## **4. AQIC**

- a. Lynne Hamlet explained the high points of the AQIC second quarter report. AQIC reviewed draft rules for the Client Rights Committee for both the Local Management Entity and OPC providers and provided feedback to the Rules committee. A new section was added to the AQIC report within the complaint information detailing the resolution and next steps take after a complaint was received. This information had been compiled before but this is the first time it was included in the report.

Three provider's endorsements were withdrawn; one was voluntary withdrawn regarding the provider's insurance. For a detailed account of the activities completed by the Quality Improvement/Provider Relations department please see page 13 of the February 2008 OPC Board packet.

Christine Spinks, Guardianship coordinator was able to organize a family visitation over the December holiday for a ward whose family wanted to spend time with them over the Holidays and it had never worked out in the past. This year the reunion was possible through the hard work of Ms. Spinks. OPC now has 22 wards.

Hospital Admission Data is a new section of the AQIC report. OPC is pleased with the drop in state hospital admissions from 110 last year to 86 this year.

The changes in the AQIC report in part are due to CARF requirements in preparing for accreditation, as well as components in the new contract with OPC and the Department of Health and Human Services.

## **FINANCE OFFICER'S REPORT**

Dave Jenny presented the Finance Officer's report.

- The Finance department assisted in compiling data for Mercer Review. During the Mercer visit they reviewed accounting procedures, billing systems, network infrastructure, and disaster recovery procedures.
- Electronic communications with Five County for billing activities are being refined. Staff is visiting Five County to improve communications, procedures, and productivity.
- The Finance section of the Policy Manual has been updated in preparation for CARF certification.
- The department processed the pay raises and bonuses in two days. Everyone in the department wishes to thank the Board.
- Interviews were held for a new Business Systems Manager. Karla Hayes was selected for the position; she began on February 11, 2007. She will continue developing Profiler as OPC just received the 2008 version.

- Mr. Jenny asked the Board to see page 31 of the Board packet noting that OPC will assume the debt of the doctors and therefore that revenue was not earned by CFN. Therefore, there will be adjustments made to the balance sheet.

Dr. Ikenberry moved to accept the balance sheet adjustments at the beginning of the March 2008 Board meeting, as no quorum was reached at the February Board meeting. Ms. Herring seconded the motion. The present Board members agreed to affirm the vote at the March 2008 Board meeting.

## **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 March 13, 2008 at 6 p.m.

### **Provider Community/Quality Management Committee, Service Management Capacity, and the Public Awareness and Advocacy Committee**

The Service committees met for the first time as one to clarify and organize. The first order of business was to create the committee composition; OPC staff and Board members created a list of possible committee members to discuss with the full OPC Board. Those possible committee members included: CFAC, consumers who do not participate in CFAC, agency staff from the Mental Health Association, providers, and community organizations. Ms. Truitt will consult with Ms. Brown regarding the provider involvement after the recent statutes were enacted by the Legislature.

The Board and OPC staff hope to further discuss the limits of authority, the committee chair-people, committee leadership, how the subcommittees will make recommendations to the Board, how to advertise for membership to the subcommittees, and the size of the subcommittees.

### **Human Resources Committee**

The HR committee had nothing new to report. The HR committee is currently meeting on a need to basis.

### **Client Rights Committee**

Michael Norton is meeting individually with providers who have concerns over their client's rights and are interested in developing their own client right information. The next regular meeting of the OPC Client Rights Committee will be Tuesday, March 4 at 5:00 p.m. in the AO Conference Room at the Europa Center.

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

CFAC currently has nothing new to report. They will next meet February 21, 2008 at 5 p.m. in the Training Room at the Europa Center.

### **Old Business:**

Since the beginning of 2008 Care Management staff have been reviewing daily logs for the Orange, Person and Chatham County jails. This includes reviewing inmate screenings

and checking the inmate's names against OPC's system to determine if that inmate is currently receiving services.

**New Business:**

There was no new business.

**Board Meeting:**

The next Board meeting will be March 13, 2007 at the Europa Center, Suite 490. The subcommittee meetings will begin at 5:30 p.m., excluding the Finance committee which will begin at 6 p.m., and the Board Meeting will begin at 7:00 p.m.

**Adjournment:**

Richard Edwards made the motion to adjourn the OPC Board meeting and Tom Vanderbeck seconded.

Respectfully submitted,

Amanda Blanks  
Secretary