



## **BOARD of DIRECTORS MEETING**

**September 18, 2007**

**The Alamance-Caswell-Rockingham Local Management Entity Board of Directors met Tuesday, September 18 2007 at 6:30 p.m. at the Alamance County Human Services Center, 319 N. Graham-Hopedale Road, Burlington, NC**

**BOARD MEMBERS PRESENT:** Mr. Norman Melton, Ms. Patsy Smith, Ms. Ann Slaughter, Mr. J.W. Joyce, Mr. Ron Norwood, Ms. Donna Lawson, Chairman Sam Isley, Dr. Russell Gill, Ms. Edith Collins, Ms. Ethel Gwynn, Mr. David Carter, Mr. Emery Partee, Commissioner Jeremiah Jeffries, Commissioner Harold Bass, Ms. Brenda Page

**BOARD MEMBERS ABSENT:** Mr. Reid King, Dr. Ernest Eason, Commissioner Dan Ingle, Mr. Bill Franklin

**AREA PROGRAM STAFF PRESENT:** Mr. Daniel S. Hahn, Executive Director; Mr. Bennie Kidd, Chief Finance Officer; Ms. Jandy Andrews, Account; Ms. Amy Stevens, QI/QA Manager and Ms. Cathy Moore, Clerk to the Board

**GUESTS:** Mr. Robert Middleton, Rockingham Mental Health Director, Ms. Yvonne French, LME Division Liaison, Mr. Larry Johnson, Rockingham County Human Services Director, Ms. Irmgard Miller, past Board Member and Mr. Mike Taylor, Attorney.

- I.** Chairman Isley called the meeting to order.
- II.** Ms. Slaughter gave the invocation.
- III.** Guests as noted above were recognized and introduced.
- IV.** Ms. Moore introduced new Board member, Brenda Page, and administered the New Board Member Oath.
- V.** Chairman Isley asked for approval of the August Board minutes.

**ACTION: Commissioner Bass motioned to approve the August 21, 2007 minutes as written. Ms. Collins seconded. Motion approved unanimously.**

### **VI. Presentation of Resolution**

Mr. Hahn made the presentation of a framed resolution to Ms. Miller recognizing her 10 years of dedication to the citizens of Caswell County. He noted that it had been a pleasure to have her as a Board member. Ms. Miller expressed her pleasure in receiving this recognition.

### **VI. 2006-07 Performance Contract 4<sup>th</sup> Quarter Report – Amy Stevens, QI/QA Manager**

Ms. Stevens noted that this report covers the last quarter of the fiscal year, April 1, 2007 through 6/30/07. She reviewed the following summaries for Alamance-Caswell-Rockingham, noting that two stars denoted “Met Best Practice Standard”, and one star denoted “Met the SF2007 Standard”.

- **Clinical Performance** – Percent met = 66.7%; Access to Routine Care received no stars. Ms. Stevens stated that “Access to Routine Care” was an issue across the state due to the mandate that clients are to be seen in seven days. The LME is working to resolve this issue.
- **System Management Performance** – Percent met = 100%. This standard refers to the appropriate use of allocated bed days. The LME must stay within 25% of the allocation.
- **Administrative Performance** – Percent met = 76.9%. The LME did not meet the standard in “Work First Initiative”, and “NC Topps”. Regarding “Work First” - the quarterly report was late; regarding “NC Topps” – meeting this standard has been a challenge across the state. This is an outcome report that is completed by the therapists every 3, 6 and 12 months. The LME is working with providers to improve this area.

#### **VII. Executive Director’s Report – Daniel Hahn**

- Mr. Hahn referred to Dr. Eason’s question last month regarding the duties of the old Area Board vs. the current LME Board of Directors. The Mental Health Reform process did not change the responsibilities of the Board. The LME Board is a new term. MH Reform has to do with QI, increasing penetration rate and the impact that things across the state affect MH/DD/SA consumers.
- The LME is working with our State liaison on a plan of correction regarding our screening, triage and referral services. Mr. Hahn is looking forward to getting approval of the plan.
- Mr. Hahn referred to letters in the Board members packets from Dick Oliver stating that they did not accept the Local Business Plan goals as they were submitted. The revised Local Business Plan was submitted on September 14. The LME is currently awaiting a response.
- Mr. Hahn referred to an email he had received this evening regarding a proposed State LME contract. He has not had an opportunity to review the email. A meeting is scheduled with DHHS on October 5 to answer questions.
- A live web cast regarding Senator Clinton’s Universal Health Care Plan is scheduled for tonight at 8 pm
- Discussion regarding establishing an Executive Committee will be presented during the Fiscal Report.

Mr. Melton inquired if the LME still provided Crisis Services. Mr. Hahn stated that Crisis Services are available at the Burlington, Caswell and Rockingham locations from 8:00 am until 5:00 pm weekdays. After-hours and on weekends, crisis calls are responded to by a private provider with emergent situation being dealt with at local hospitals. He also noted that Dr. Cristina Mickiewicz has been hired to replace Dr. Litz. She has worked at Alamance-Caswell MH/DD/SA in the past. Her current schedule will be two days per week. She will be moving towards full time as the Medical Director and as the Crisis physician during 8:00 am to 5:00 pm for commitments. Dr. Litz’s caseload (only those consumers in most need) will be handled by Dr. Mickiewicz and Dr. Levine until CFN builds up their psychiatric staff

#### **VII. Budget/Fiscal Report – Bennie Kidd, Chief Finance Officer and Jandy Andrews, Accountant**

Mr. Kidd reported that the LME is currently structurally and fundamentally sound with \$1.1 million in checking and a \$4 million fund balance. The LME is 99.9% up to date in paying providers.

- **State of Revenues, Expenditures and Changes in Fund Balance**
  - Revenues are at 7% for the year-to-date through August, expenses are at 5%.
  - IPRS funding is currently at 16%
- Ms. Andrews reported that the auditors with Cobb, Ezekiel & Loy are wrapping up the annual audit and are looking at a completion date in mid-October.

Mr. Norwood, on behalf of the Finance Committee, expressed their pleasure at the performance of Mr. Kidd and Ms. Andrews.

#### **VIII. Other Business**

- **Executive Committee**  
Mr. Hahn read the proposed amendment to the current Bylaws regarding an Executive Committee. A lengthy discussion ensued regarding specific wording in the proposal. It was decided that instead

of two additional Board members being appointed by the Board Chair, there should only be one to ensure that all counties are represented.

***ACTION: Mr. Joyce motioned to accept the proposed amendment as read with noted additions. Ms. Gwynn seconded. Motion approved unanimously.***

Ms. Moore will rework the proposal and it be brought before the Board again in October as an amendment to the Bylaws.

- Ms. Sandy Dixon has tendered her resignation, effectively immediately, due to family issues.

***ACTION: Mr. Carter motioned to present Ms. Dixon a resolution on behalf of the Board. Mr. Joyce seconded. Motion approved unanimously.***

- Mr. Carter discussed the process that occurred in selecting nominations for Chair and Chair-elect. Mr. King has expressed that he does not want to serve as Chair-elect at this time. If anyone is interested in serving as Chair-elect, please contact Chair Isley or Mr. Carter.
- Mr. Norwood encouraged Board members to attend the NC LME Board Leadership Institute in Clemmons November 1<sup>st</sup> and 2<sup>nd</sup>. Expenses will be paid by the LME. Let Ms. Moore know if you want to attend.

#### **IX. Committee Reports**

- CFAC met August 28, 2007. No action required.
- Finance Committee met August 20, 2007.
- Human Rights Committee met August 14, 2007. No action required.

***ACTION: Mr. Norwood motioned to go into Closed Session to consult with attorney Mike Taylor. Mr. Partee seconded. Motion approved unanimously.***

***ACTION: Mr. Melton motioned to return to regular session. Commissioner Bass seconded. Motion approved unanimously.***

With no further business, the meeting was adjourned at 8:10 pm

Respectfully submitted by,

Cathy Moore  
Clerk to the Board

**The next Board meeting is scheduled for Tuesday, October 16, 2007 at 6:30 pm at the Human Services Center, 319 N. Graham-Hopedale Rd., Burlington, NC.**