



BOARD of DIRECTORS MEETING

October 16, 2007

The Alamance-Caswell-Rockingham Local Management Entity Board of Directors met Tuesday, October 16, 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, Ms. Edith Collins, Ms. Ethel Gwynn, Mr. David Carter, Mr. Emery Partee, Commissioner Jeremiah Jeffries, Commissioner Harold Bass, Ms. Brenda Page, Dr. Ernest Eason, Commissioner Dan Ingle, Mr. Bill Franklin

BOARD MEMBERS ABSENT: Mr. Reid King, Dr. Russell Gill

AREA PROGRAM STAFF PRESENT: Mr. Daniel S. Hahn, Executive Director; Mr. Bennie Kidd, Chief Finance Officer; Ms. Jandy Andrews, Accountant; and Ms. Cathy Moore, Clerk to the Board

GUESTS: Mr. Robert Middleton, Rockingham Mental Health Director, Ms. Yvonne French, LME Division Liaison, and Mr. Mike Taylor, LME Attorney.

- I.** Chairman Isley called the meeting to order.
- II.** Mr. Carter gave the invocation.
- III.** Guests as noted above were recognized and introduced.
- IV.** Chairman Isley welcomed new member, William (Bill) Franklin. Ms. Moore administered the New Board Member Oath.
- V.** Chairman Isley asked for approval of the September Board minutes.

ACTION: *Mr. Melton motioned to approve the September 18, 2007 minutes as written. Commissioner Bass seconded. Motion approved unanimously.*

VI. Approval of Amended Bylaws

Chairman Isley presented, for the second vote of approval, the proposal to amend the current Area Board Bylaws to add an Executive Committee.

ACTION: *Ron Norwood motioned to accept the amendment to the current Area Board Bylaws to add an Executive Committee as written. Commissioner Jeffries seconded. Motion approved*

VII. Executive Director's Report – Daniel Hahn

- Mr. Hahn discussed the continued difficulty in the transformation process. He suggested that the LME continue to focus on the provision of services that best serve our community with the resources available. He asked Commissioners to take into consideration the need to have financial support that will assist consumers to remain in their local community and out of the State hospital. This not only benefits the consumers but also addresses State expectations regarding hospital usage. A partnership of LME staff and providers are speaking to communities regarding resources that are available and different ways to approach emergent situations. The LME is in the process of bringing Dr. Mickiewicz, Medical Director, on board full time in November. She continues to work with the local communities and providers and is planning a Health Fair. Mr. Hahn noted that Dr. Mickiewicz is a catalyst in getting the word out regarding the LME's expectations.
- Cobb, Ezekiel and Loy, Public Accountants, are in the process of completing the 2006-07 audit. Barring any unseen issues, the audit should be completed on time. The auditors will make a presentation to the Board at the November or December Board meeting.
- Both the Plan of Correction regarding the After-hours screening/triage/referral issues and the resubmission of the Local Business Plan has been approved per verbal communication of Yvonne French, LME liaison. The After-hours STR will be monitored to continue to ensure that the process is working properly,
- Mr. Hahn noted that he has had the opportunity to meet the new DHHS secretary, Demsey Benton, who replaces Carmen Hooker Oldham.
- Mr. Hahn noted that he and the LME Financial Team met recently with Tom Robinson, Rockingham County Manager, and Michael Apple, Finance Officer, to discuss the current financial issues. They expressed concern about the four budget revisions for 2006-07. The LME Financial Team answered questions and reiterated measures that had been taken to ensure fiscal responsibility and control. Coupled with capped contracts and tracking every amount of money associated with providers, we will maintain fiscal stability this fiscal year. There will be some modifications in contracts as they are submitted, but the LME will only have a limited amount of funds. Mr. Apple has suggested that a presentation to the Rockingham County Commissioners be delayed until after the final results of the 2006-07 audit. Mr. Hahn stated that the LME has pulled itself out of the downward spiral financially. Mr. Robinson has also asked that representatives of the three counties get the opportunity to meet and discuss the LME and Mental Health Reform. Mr. Hahn noted that he has instructed staff to contact all three administrations and schedule a mutually agreed meeting date and time.
- In terms of LME personnel, Mr. Hahn noted that Dr. Mickiewicz would move to full time on November 1. He has discussed with her the educational piece that was mentioned earlier. He has also discussed with Dr. Mickiewicz the need for more psychiatric coverage in Alamance, Caswell and Rockingham Counties, whether in terms of contract psychiatrists or community psychiatrists. Overall the idea of community psychiatry is a little brighter than before. Staff have also been hired in Information Technology and Provider Relations. Mr. Hahn noted that he had received questions from Board members in terms of Amy Stevens' resignation. Ms. Stevens announced her resignation a week after the last Board meeting and has already begun her new job with a private provider. A Senior Management position to fill both the Quality and Provider Relations leadership as well as our Care Coordination Manager positions have been posted and are in differing stages of completion at this time. Both internal and external applicants have expressed interest and are being considered for these positions. A final review of the costs associated with these positions and the LME funding available will be completed soon to help determine filling these positions.
- Mr. Hahn referred to an article recently published regarding the Albemarle situation. The ACR LME is not in this situation nor is any of the other programs that we are aware of.
- Mr. Hahn stated that Ms. Sandy Dixon, who recently resigned from the Board, would attend November's meeting to receive a resolution.
- Mr. Hahn reported that he had recently talked with Reid King who expressed his apology and concern for being absent the past few months due to some family issues. It is Mr. Hahn's hope that Mr. King continues to participate on the Board because he is a valuable asset. (Rockingham Commissioners are aware of his situation.) Mr. Norwood requested that the Nominating Committee bring a nomination to the November meeting for Vice-Chairman. At Mr. Norwood's request, Chairman Isley instructed the Nominating Committee, consisting of Mr. Carter, Commissioner Jeffries and Ms. Lawson, to meet prior to the November Board meeting and select a nominee.

- Mr. Melton inquired if the LME has any way of knowing if a provider is in financial difficulty. Mr. Hahn stated that overall providers have indicated that if they can count on a particular amount of funding, they can continue to do business. Mr. Melton also asked if there is a system in place to monitor a provider's cash flow. Ms. Andrews indicated that claims are keyed into the LME system in 48 hours. If the claims are not clean, the provider gets a fax of denial with the reason. She noted that providers are being forced to operate within the budget/contract they have signed.
- Commissioner Bass requested a list of acronyms. Ms. Moore will compile a list and distribute to Board members.
- Crisis Intervention Training (CIT) is scheduled for early next year for police officers in all communities. Rockingham is awaiting funding for this training.

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

Mr. Kidd stated that he and Ms. Andrews are working as a team to discuss overall financial situations of the LME. All contract providers that presented clean claims for the month of July through the first week of August have been paid. This report was made to the Finance Committee prior to tonight's presentation. Mr. Hahn noted that Prompt Pay requirements allow 45 days for payment after services are delivered. Mr. Kidd added that the Provider Council recently met and had a good meeting.

Mr. Melton stated that Yvonne French, LME Division Liaison, would no longer be required to attend monthly Finance Committee meetings. This is due to the fact that the Division has determined that the Board is receiving the appropriate financial information. This is a compliment to the great job that the Finance Department has done in the past year.

- **State of Revenues, Expenditures and Changes in Fund Balance**

- Revenues are at 18% for the year-to-date representing three months through September 30, 2007
- Expenditures are at 14% representing three months
- IPRS funding is currently at 16%
- Balance in checking through the period ending September 30, 2007 was \$238,000; Trust Account balance was \$4.7 million.

IX. Committee Reports

- CFAC met September 25, 2007. No action required.
- Finance Committee met October 15, 2007. See Budget/Fiscal Report.
- Personnel Committee met October 10, 2007. No action required.

ACTION: Mr. Carter motioned to go into Closed Session to consult with attorney Mike Taylor. Ms Smith seconded. Motion approved unanimously.

ACTION: Commissioner Bass motioned to return to regular session. Ms. Page seconded. Motion approved unanimously.

With no further business, the meeting was adjourned at 8:00 pm

Respectfully submitted by,

Cathy Moore
Clerk to the Board

The next Board meeting is scheduled for Tuesday, November 20, 2007 at 6:30 pm at the Human Services Center, 319 N. Graham-Hopedale Rd., Burlington, NC.