



# **BOARD of DIRECTORS MEETING**

**November 17, 2009**

The Alamance-Caswell Local Management Entity Board of Directors met Tuesday, November 17, 2009 at 6:30 p.m. at the Alamance County Human Services Center, 319 N. Graham-Hopedale Road, Burlington, NC

**BOARD MEMBERS PRESENT:** Mr. Bill Franklin, , Ms. Patsy Smith, Ms. Ann Slaughter, Mr. Norman Melton, Mr. Sam Isley, Dr. Russell Gill, Commissioner Jeremiah Jeffries

**BOARD MEMBERS ABSENT:** Ms. Teri Ludwig, Chairman David Carter, Commissioner Linda Massey, Dr. Ernest Eason, Ms. Brenda Page, Ms. Ethel Gwynn

**AREA PROGRAM STAFF PRESENT:** Mr. Daniel S. Hahn, Executive Director; Ms. Jandy Andrews, Finance Manager; Ms. Trina Powell, Care Coordination Manager, Jody Meacham, QA/QI Manager and Ms Cathy Moore, Clerk to the Board

**GUESTS:** Mr. Mike Taylor; LME Attorney; Representative Dan Ingle

- I. Vice-Chairman Franklin called the meeting to order.
- II. Mr. Taylor gave the invocation.
- III. Mr. Hahn welcomed and introduced staff as noted above.
- IV. **Special Presentation**  
Vice-Chairman Franklin presented a framed Resolution to Representative Ingle for four years of devoted service to the citizens of Alamance, Caswell and Rockingham Counties as a member of the LME Board of Directors. Representative Ingle indicated his gratitude for this recognition and noted that he would hang this Resolution in his office in Raleigh. He stated that he appreciated the dedication that this Board has to the citizens of this area. He noted that changes have got to be made to the State Mental Health System.
- V. Vice Chairman Franklin asked for approval of the October 20, 2009 Board minutes.

***ACTION: Motion made by Commissioner Jeffries to approve the October 20, 2009 Board minutes as written. Motion seconded by Mr. Melton. All approved.***

## **VI. Executive Director's Report – Daniel Hahn**

- Mr. Hahn stated that LME staff continue to educate the community regarding impending risks to consumers and also continue discussion with community partners.
- Mr. Hahn discussed the letter, dated October 29, 2009, to Ms. Judy Truitt and the OPC Board. He noted that he had received a response from Ms. Truitt rescinding OPC's letter of intent. He stated that the Alamance-Caswell LME continues to have questions/reservations regarding OPC's financial status and there has been no further information available from OPC's Finance Committee or Division feedback. Alamance-Caswell will be focusing on local communities in preparation for the

January 1, 2010 discontinuation of Community Support and other systemic changes in 2010.

- Mr. Hahn also reported that he had attended the most recent OPC Board meeting to be available to answer any questions their Board might pose. (No questions were posed.)
- Recent staff promotions and hires are as follows:
  - Jody Mitchem – QA/QI Manager
  - Trina Powell – Care Coordination Manager
  - Rick Bruton – System of Care Coordinator
  - Karen Kern - Walk-in Clinic
  - Joinetta Foster – UR/STR Unit
  - Melody Parsons – UR/STR Unit
- Mr. Hahn recently met with Representatives Bordsen and Ingle, Senator Foriest and Alamance County Commission Chairman Massey. Each was offered the same information and concerns regarding the upcoming re-design of the MH/DD/SA system resulting from dramatic change in delivery. They thanked him for the information regarding our communities and offered help and support in whatever way the Board deems appropriate. Mr. Hahn stated that he is also planning to meet with Kevin Howard and the Caswell County Commissioners.
- Mr. Hahn has met with Alamance County Manager, Craig Honeycutt, regarding the same topics and concerns. This information has been forwarded to the Commissioners. He is scheduled to present to the Commissioners, the current proposal to gain local political support on December 7, 2009. Mr. Honeycutt has requested a letter from the LME indicating our intention for the next year with the 10% reduction, if we stand alone.
- At this time, Mr. Hahn turned the meeting over to Ms. Trina Powell, who gave a Power Point Presentation on “Crisis and Hospital Admissions for First Quarter 2009”. She thanked Jody Mitchem, Ric Bruton and Lynn Inman for their assistance in getting the presentation for tonight’s meeting ready. Ms. Powel stated that the Crisis Unit is what the LME is judged by. During this quarter, State hospital admissions totaled 61. Alamance-Caswell always has some of the lowest readmissions in the State. ARMC Admissions totaled 60.
  - Performance Improvement Measures
    - LME is scheduling hospital follow-up appointments with our psychiatrist for every client that is discharged.
    - LME is calling providers to ensure that services has been billed
    - LME will assist with billing if providers have not billed
    - Check and balance procedures in place to ensure clean claims
    - Provisions of routine care for indigent population
  - Caswell Crisis
    - Beginning in September, the LME began to use ACTA to provide transportation for clients to the Alamance Clinic
    - Forty-six (46) clients seen through November 16, 2009

**VII. Budget/Fiscal Report – Jandy Andrews, Finance Manager**

- Ms. Andrews stated that the LME financial position remains steady and positive.
- Ms. Andrews discussed graphs showing ACR LME cash flow trend for fiscal year 2009-10 through October, 2009 (see attached)

- **Assets as of 10/31/2009**

- Total Cash and Investments - \$4,952,226.11
- Total Accounts Receivable - \$2,639,281.17
- Total Assets - \$7,591,507.28
- Total Payables - \$2,647,794.33
- Total Liabilities and Fund Balance - \$7,591,507.28

- **Statement of Revenues, Expenditures as of 10/31/2009**

- Revenues for the current period are at \$1,647,809 with \$1,423,592 budgeted
- Expenditures for this period are at \$1,593,217 with \$1,423,592
- Surplus for current period \$54,591

- **IPRS Expenditures as of 10/31/2009**

- Total budget - \$7,479,415
- Total expended prior year - \$1,361,463 or 13.8%
- Total expended current year - \$1,787,713 or 23.9%
- Total expended overall - \$2,371,253; percentage expended of budget 31.7%

***ACTION: Motion made by Commissioner Jeffries to accept the Financial Statement as presented. Motion seconded by Ms. Slaughter. All approved.***

- **Budget Revision 1**

Ms. Andrews this Budget Revision is in response to the final allocation and reflects changes for services.

***ACTION: Commissioner Jeffries motioned to accept Budget Revision 1 as presented. Ms. Smith seconded. All approved.***

Ms. Andrews stated that there was no Across the Board increase given to staff this fiscal year and with the 10% anticipated cut next fiscal year, there will be no funds available next fiscal year. As there is funding is available at this time, she is requesting a 5% one time bonus for employees. She is also looking to spend funds to upfit the computer system with more to come on this issue at a later date.

***ACTION: Motion made by Ms. Slaughter to give staff a one-time 5% bonus. Motion seconded by Commissioner Jeffries. All approved.***

## **VIII. Committee Reports**

- CFAC met October 27, 2009. Ms. Slaughter reported that CFAC member, Brenda Norris has recently passed away.
- Finance Committee met November 16, 2009. See Budget/Fiscal Report

## **IX. Closed Session**

Vice-Chairman Franklin asked for a motion to go into Closed Session to seek legal counsel with the attorney.

***ACTION: Motion made by Mr. Melton to go into Closed Session to seek legal counsel. Motion seconded by Commissioner Jeffries. All approved.***

***ACTION: Motion made by Commissioner Jeffries to return to Regular Session. Motion seconded by Mr. Melton. All approved.***

- X.** Board members discussed the 10% cut that the LME will be subject to in the next fiscal year as a result of deciding to stand alone. Mr. Hahn has discussed this issue with Senators and Representatives for Alamance and Caswell and the possibility of having a bill passed that would defer this cut. Mr. Taylor, as a paid lobbyist, has offered to lobby for this bill for the LME in Raleigh. Discussion ensued.

***ACTION: Motion made by Mr. Melton to give Mr. Hahn the authority to review the situation with our representatives and senators and to decide where or not to hire a lobbyist. Motion seconded by Commissioner Jeffries. All approved.***

**XI. Adjournment**

With no further business, the meeting was adjourned

Respectfully submitted by,

Cathy Moore

Clerk to the Board

The next Board meeting is scheduled for **Tuesday, December 15, 2009 at 6:30 pm** at the Human Services Center, 319 N. Graham-Hopedale Rd., Burlington, NC.