



## **BOARD of DIRECTORS MEETING**

**December 16, 2008**

**The Alamance-Caswell-Rockingham Local Management Entity Board of Directors met Tuesday, December 16, 2008 at 6:30 p.m. at the Alamance County Human Services Center, 319 N. Graham-Hopedale Road, Burlington, NC**

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

**BOARD MEMBERS ABSENT:** Ms. Ann Slaughter

**AREA PROGRAM STAFF PRESENT:** Mr. Daniel S. Hahn, Executive Director; Mr. Larry Aggers, Finance Director; Ms. Debra Welch, Human Resources Director; Ms. Alicia Graham, Clinical Director; Mr. Clayron McCain, IT Director; Ms. Helen Feroli, QA/QI; Mr. Victor Armstrong, Care Coordination; Ms. Suzanne Marens, UR/STR; Ms. Jandy Andrews, Finance; Ms. Selena Clinkscale, Administrative Assistant; Ms. Carmen Morrow, CFAC Support and Ms. Cathy Moore, Clerk to the Board

**GUESTS:** Mr. Mike Taylor, LME Attorney; Ms. Becky Loy and Ms. Vicki Coon, Cobb, Ezekiel, Loy and Company PA

Prior to the meeting, LME Board members and CFAC members enjoyed a delicious dinner provided by Western Charcoal Steakhouse. Mr. Melton expressed his gratitude to everyone for their prayers, cards and calls during his recent illness.

- I.** Chairman Norwood called the meeting to order.
- II.** Mr. Carter gave the invocation prior to dinner.
- III.** Mr. Hahn introduced LME Directors and staff present (see above) as well as Ms. Jandy Andrews who assisted in the recent audit and Mr. Mike Taylor, LME Attorney. Mr. Norwood noted that he appreciated the experiences he has had with staff. He also expressed his and the Board's appreciation for the work everyone is responsible for.
- IV.** Chairman Norwood asked for approval of the October 21, 2008 Board minutes.

***ACTION: Motion made by Commissioner Jeffries to approve the October 21, 2008 Board minutes as written. Motion seconded by Dr. Eason. All approved.***

- V.** **2007-2008 Auditor's Report - Cobb** Ezekiel Loy and Company, PA

Chairman Norwood introduced Ms. Becky Loy and Vickie Coon from Cobb Ezekiel Loy & Company. Ms. Loy discussed results of the Independent Auditor's Report for the year ended June 30, 2008. She encouraged Board members to read the Financial Report. Anyone having questions should feel free to call her. She also thanked the Board for choosing Cobb Ezekiel Loy to perform the audit.

Ms. Loy discussed the purpose and responsibility for the audit. She stated that in performing the audit no problems were found with the numbers presented. Controls are in place.

She also provided an overview discussing various graphs and charts illustrating the financial solvency of the LME as follows:

- Assets exceeded liabilities at the close of the year by \$5,709,131.
- Total net assets increased by \$375,800. This was primarily due to revenue exceeding expenditures received in the current year.
- Fund balance at the end of the fiscal year was \$5,016,451, an increase of \$354,790 in comparison with the prior year.

Ms. Loy commended Mr. Aggers, Ms. Andrews and staff for all the help given the auditors as they gathered information to complete the audit.

Ms. Coon thanked Mr. Norwood and Mr. Carter for their assistance. Mr. Norwood expressed his appreciation for the positive comments from Ms. Loy and Ms. Coon regarding the LME staff. He appreciates the positive relationship the LME has with their firm.

***ACTION: Motion made by Mr. Carter to accept the 2007-08 audit as presented. Motion seconded by Commissioner Jeffries. All approved.***

#### **VI. Chairman's Comments – Ron Norwood**

- Chairman Norwood stated that it was good to see Mr. Melton back after his extended absence due to illness.
- Chairman Norwood discussed the recent negative press release regarding the LME's hospital discharge data. He stated that numbers are captured through Medicaid billing alone and do not take into consideration other billing streams. Chairman Norwood also expressed his appreciation to Mr. Taylor for his help in working through this issue.

At this time, Mr. Melton discussed the need for all Board members to get involved. He expressed his displeasure at the change of the Board meeting on a bi-monthly basis, rather than monthly.

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

- To follow-up the issue of the splitting of Alamance-Caswell and Rockingham regarding the Crisis Walk-in Clinic, Mr. Hahn noted that he had spoken with Representative Alice Bordsen and explained the Board's concern about the potential division. Representative Bordsen followed up with a call and meeting with Representative Inskow. Collaboration is occurring between the ACR LME, Centerpointe LME, Rockingham Mental Health, Rockingham County Government and Day Mark. Mr. Hahn noted that he sees this as an opportunity to enhance services to Rockingham County. He will keep the Board apprised of progress.
- Mr. Hahn discussed the LME's response to the Greensboro News & Records recent article identifying ACR LME as one of five programs under the State average for hospital discharge follow-up. Victor Armstrong, Mr. Norwood, Mr. Taylor and Mr. Hahn generated a press release to address the issue. Mr. Armstrong has taken this as an opportunity to look at this issue and enhance the way services are provided by formulating a plan of correction to be followed by providers.
- The NC Council of Community Programs recently awarded the ACR LME with an "Award of Excellence" in the category of Prevention, Outreach and Wellness. A smoke free restaurant campaign, led by Laura Krucznski, was recognized.
- The ACR LME has been awarded a three year \$300,000 Health, Wellness and Trust Fund Grant to address phase four of the Teen Tobacco Use Prevention and Cessation Initiative signed by Governor-elect Bev Perdue.

- The NC School of Government is offering at no cost on-line training for Board members entitled "The Essential Governing Responsibilities of LME Boards. The address is [www.sog.unc.edu/programs/mentalhealth](http://www.sog.unc.edu/programs/mentalhealth).

### VIII. Budget/Fiscal Report – Larry Aggers, Finance Director

Mr. Aggers distributed and discussed a graph showing ACR LME cash flow trend for fiscal year 2007-08 through November 30, 2008.

#### Bank Balance as of 11/30/2008

- Wachovia Checking - \$18,100.52
- Capital Management Trust – \$6,146,567.72

#### Statement of Revenues, Expenditures and Changes in Fund Balance

- Revenues are at 37% or \$1,102,095 for the year-to-date representing four months through November 30, 2008
- Expenditures are at 35% or \$1,217,942 representing four months through November 30, 2008
- Fund Balance as of July 1, 2008 - \$5,016,450.52; at end of current period, November 30, 2008 - \$5,267,814.47; net change in Fund Balance - \$251,363.95

#### ▪ IPRS Expenditures as of 11/30/2008

- Total budget - \$10,416,439
- Total expended prior year - \$1,361,463 or 13.07%
- Total expended current year - \$2,672,269 or 25.65%
- Total expended overall - \$4,033,732; percentage expended of budget 38.72%

Mr. Norwood commented that as of December 31, 2008, the LME should be sitting on 50% of the budget for 50% of the year, which is right on target.

At this time, Chairman Norwood asked for a motion to accept the Budget Report.

***ACTION: Mr. Franklin motioned to accept the Budget Reports for November 17, 2008 and December 15, 2008 as presented by Mr. Aggers. Ms. Collins seconded. Motion approved unanimously.***

### IX. Committee Reports

- CFAC met November 25, 2008. No issues to report
- Finance Committee met November 17, 2008 and December 15. See Budget/Fiscal Report.

### X. Executive Session

Chairman Norwood asked for a motion to go into Executive Session to discuss a legal and a personnel issue.

***ACTION: Mr. Carter motioned to go into Executive Session to discuss a legal and personnel issue. Ms. Collins seconded. Motion approved unanimously.***

***ACTION: Commissioner Bass motioned to return to Regular Session. Mr. Melton seconded. Motion approved unanimously.***

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, February 17, 2008 at 6:30 pm at the Human Services Center, 319 N. Graham-Hopedale Rd., Burlington, NC.**