



Consumer & Family Advisory Committee

ALAMANCE/CASWELL LOCAL MANAGEMENT ENTITY
Adele Newman, Chair

Minutes Subject to Approval

Minutes
August 25, 2009

Present: Vanessa J., Sharon L., Gloria M., Louis W., William C., Adele N., Mary H., Clara T. ,Suzanne Thompson (CFAC Liaison) and Ann Slaughter (Area Board)

Absent: *Johnny T. (No Notification)*
James W. (No Notification)
Art S. (Prior Notification)
Brynda N. (No Notification)

Guests: **Norman Melton, Area Board Member and K. Chrisco, NAMI Member**

LME: *Daniel S. Hahn, LME CEO*
Richard Bruton, LME QA/QI Specialist
Carmen Morrow, LME Provider Relations/Recorder

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
<i>Item number and name</i>	<i>Detailed reflection of discussion and any conclusions from discussions. Include pertinent data wherever possible.</i>	<i>Any decisions, recommendations and/or next steps the committee approves.</i>		<i>Open or Closed</i>
1.0 Call To Order	Chairman Newman called meeting to order and Introductions were made.	N/A	N/A	Closed
2.0	June 23, 2009 minutes were mailed	Motion made to approve	N/A	Closed

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Review and Approval of Minutes	earlier for review.	minutes. Minutes were approved as written.		
3.0 OPC CFAC	<p>Chairman Newman shared invitation from OPC CFAC to attend their upcoming meeting in September. The meeting will be held on Thursday, September 17, 2009 from 6pm – 8pm at OPC Administrative Offices. Chairman Newman asked AC LME CFAC if they were interested in attending. If interested, please contact Chairman Newman. Contact information is as follows:</p> <p>Phone: 578-0904 Email: redmare@bellsouth.net</p> <p>OPC CFAC will need to know a number in order to provide dinner.</p> <p><i>Action: CFAC members will contact Chairman Newman if interested in attending.</i></p>			Open
4.0 CFAC Member Discussion	<p>Chairman Newman distributed handout: 122C – 170 Local Consumer & Family Advisory Committee which outlines what the CFAC shall undertake. They are as follows:</p> <ol style="list-style-type: none"> 1. Review, comment on, and monitor the implementation of the local business plan 2. Identify service gaps & underserved populations 3. Make recommendations regarding the service array and monitor the development of additional services 4. Review and comment on the area authority or county program budget 5. Participate in all quality improvement measures and performance indicators 6. Submit to the State CFAC findings and recommendations regarding ways to improve the delivery of MH/DD/SAS services <p>Chairman Newman distributed contact list to CFAC members – please update information and share email addresses. If you do not have an email address, Chairman Newman offered to assist CFAC members in obtaining an email address, if interested.</p>			Open

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	<p>Recruitment – Chairman Newman discussed recruitment efforts for CFAC. She stated she will try to go out to Caswell County and start recruitment efforts. She also suggested to members creating business cards for CFAC recruitment. <i>Action: Chairman Newman will create recruitment business card and bring to next meeting to share with CFAC.</i></p> <p>By-Laws Revision – Chairman Newman discussed proposed changes to By-laws that were mailed earlier for review. She also distributed recommended changes of By-Laws on her behalf. CFAC members requested time to look over by-laws and will table to next meeting to discuss and vote on any changes. <i>Action: Table to next meeting.</i></p> <p>Meeting Date – Chairman Newman requested changing CFAC meeting date to accommodate Division Liaison. CFAC members discussed possible dates. Ms. Morrow, LME Representative informed members to also think about location when changing date. Action: Motion made and seconded to change meeting date to 1st Tuesday of month instead of 4th Tuesday. The new change will become effective October 6th, location TBA. There will not be a meeting in September due to new date.</p> <p>CFAC Budget – Chairman Newman requested a detailed CFAC Budget. Ms. Morrow reported the LME Budget is always included in CFAC packets monthly. Ms. Morrow will inform Ms. Jandy Andrews who is scheduled to report at next CFAC meeting of request. <i>Action: Ms. Morrow will send request to Ms. Andrews to be prepared for next meeting.</i></p>			<p>Open</p> <p>Open</p> <p>Closed</p> <p>Open</p>
4.0 LME Updates	<p>The following LME Updates were given:</p> <p>Daniel Hahn, LME CEO thanked CFAC members for inviting him to attend meeting. Mr. Hahn shared with CFAC members how much he appreciated the good working relationship that the LME, Area Board and CFAC have shared throughout the years and how important it is to continue a positive relationship with new Chair and CFAC in these turbulent times. Mr. Hahn</p>			Open

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	<p>reported he received an email from Chairman Newman requesting information regarding some pertinent issues and he appreciates the time from CFAC.</p> <p>The following issues were as follows:</p> <p><u>Budget</u> – A memo was forwarded to provider network regarding the budget cuts and cuts to contracts. The LME decided to produce new contracts for the current year and will produce amendments once the final allocations are made from the Division. Ms. Thompson added she has been told allocation letters will be forwarded to LME’s this week. The LME decided to cut contracts by 15% as worst case scenario, in hopes that the cuts would be smaller to offset cuts. Now that the budget has finally passed and been signed by the Governor, the cuts will be 12% instead of 15%, until the LME receives the final allocation letter.</p> <p><u>Question: What positions are vacant? Will they be filled? What happens to the money if positions are filled?</u></p> <p><i>Answer: Mr. Hahn reported positions that were vacant only two have been filled internally and one UR/STR staff has been hired. They are as follows:</i></p> <ul style="list-style-type: none"> • Ms. Lynnette Gordon replaced (Suzanne Marens) UR/STR Manager. • Ms. Jodi Meacham replaced (Helen Feroli) QI/PR Manager <p>Due to unanticipated budget cuts of ½ million dollars last year and another \$500k reduction this fiscal year and more cuts to come, the LME Finance team worked very hard that more cuts of staff & services would not be effected. Ms. Suzanne Thompson added this LME was one did not have to lay off staff as some of the other LMEs across the State did to survive with the budget cuts.</p>			

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	<p><u>OPC Merger Updates –</u></p> <p>Mr. Hahn expressed what was shared at Area Board meeting last Tuesday. Mr. Norman Melton, Area Board member expressed concern regarding initial letter that was received from OPC and shared with new CFAC Chair that “Trust” has never been an issue with this LME, Area Board and Staff and the Board will continue to strive to do the best for all consumers of Alamance & Caswell.</p> <p>Mr. Hahn reported to CFAC members four major points:</p> <ol style="list-style-type: none"> 1. Consumers of Alamance & Caswell 2. Community Partner of Alamance & Caswell (Provider Network, ARMC, Law Enforcement) 3. Existing staff of LME 4. 95 Retirees of LME <p>Chairman Newman requested copy of initial letter from OPC for CFAC members. Mr. Hahn stated he did not have a problem sharing the letter with CFAC members, but he will check with Attorney before sending out. He did share some points from the OPC letter with CFAC members. Mr. Hahn shared with CFAC members board comments regarding the letter:</p> <ol style="list-style-type: none"> 1. Continue to meet & negotiate with OPC as an option 2. Look at different partner as an option 3. Transition to public provider agency to ensure continuity of care for the catchment area (Crisis & Psychiatric) services 4. Consider taking the 10% cut after the one year grace period has ended (Johnston County LME) <p>Ms. Thompson, Division Liaison expressed to CFAC members effective January 2010 the Secretary of MH/DD/SA will have the power to force mergers. Mr. Hahn added the Area Board continues to work for the consumers of Alamance & Caswell and will do their best to achieve</p>			

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	<p>the best option for all four major points that were discussed earlier.</p> <p>Mr. Hahn reported the LME will officially respond to the OPC letter by August 31st. Once completed, CFAC members will be able to receive a copy of response letter.</p> <p>Action: Ms. Morrow will send the following to CFAC members: (1) OPC Initial Letter (2) LME Area Board response letter</p> <p>Plan of Correction – CFAC members were mailed letter from Leza Wainwright earlier for review. The letter states the LME had failed to achieve the statewide average percentage (51%) of consumers receiving a community service within 30 days of discharge from State hospitals in the final two quarters of last year. The LME did improve during the quarter of October – December 2009, but failed to achieve the average.</p> <p>Mr. Hahn reported to CFAC members the LME is submitting the Plan Of Correction letter on Friday. The LME in fact were seeing all consumers, but billing was not done, so numbers were not captured. It all came down to billing and paid claims. The Hospital Liaison (Kent Smith) continues to do hospital follow up at local hospital and Central Regional Hospital.</p> <p>Chairman Newman requested a copy of the POC Response to Division.</p> <p>Action: Ms. Morrow will send out POC Response to all CFAC members.</p> <p>Mr. Hahn expressed to CFAC members if they ever have any issues and/or complaints, please contact the LME staff representatives or himself and we will be able to help you to the best of our ability.</p>			
5.0 Monthly Reports	<p>LME – Please see LME Updates.</p> <p>Area Board – See LME Updates from LME CEO.</p>			Closed

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	<p>DHHS – Ms. Suzanne Bellian reported the following:</p> <ul style="list-style-type: none"> • State CFAC Vacancy for SA Family Member to fill the unexpired term. The term ends June 2011. If you have interest, please contact Ric/Suzanne for an application. Application is due by Friday, August 28th. <p><u>Question: What are the qualifications?</u> Answer: You have to be a family member of SA diagnosis, willing to travel to Raleigh (Meeting is from 9am – 3pm). Due to Alamance logistics, State would pay for lodging on Wednesday night.</p> <ul style="list-style-type: none"> • Budget – The Governor has signed the budget. Instituted another 5% cut 4 days letter. There were a lot of cuts to MH. They were as follows: \$40 million in service dollars to all LME (10% cut per LME) and \$3.5 million dollars cut to 23 LMEs 			

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	<ul style="list-style-type: none"> • Community Support will be phased out • Level III & Level IV will be phased out • No allocation letters have been forwarded to LMEs as of yet. There were additional funds for Crisis & local beds for communities. At the State level, there are 354 positions that no longer exist. • Community Support – Workgroup continues to meet. Please look on DMH website for minutes. • There is a steering committee that is looking at consolidating Case Management across disabilities. All minutes are posted on Division website. There is a CFAC member who sits on this steering committee. The plan has to be submitted to Secretary by end of next month. <p><u>State CFAC</u> -No report. See minutes from last meeting in packet.</p>			

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	<p><u>NAMI</u> – The following updates are:</p> <ul style="list-style-type: none"> • CIT Class for C-Com staff has been postponed. Full CIT Class will be held October 19 – October 23rd. • NAMI will have a booth at the Carousel Festival which is held on September 19th & September 20th. • MH Awareness Week is October 5th – October 9th. • No Family to Family class this fall. • NAMI participated in Community Collection Day. • NAMI will participate in Wellness Fair at Alamance County Fair. <p><u>The ARC</u> – The following updates are:</p> <ul style="list-style-type: none"> • Provided breakfast for EC teachers • Office has been moved to Starpoint (Ralph Scott Day Program) 			
<p>6.0 Read-A-Round</p>	<p><i>CFAC are encouraged to review the handouts available in Read-A-Round:</i></p> <p>1. 2009 Enacted Legislation</p>	<p>CFAC are to sign the Read-A-Round if you would like a personal copy of the</p>	<p>Carmen Morrow</p>	<p>Closed</p>

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	<p>Directly or Indirectly Impacting the NC Division of MH/DD/SAS Services</p> <ol style="list-style-type: none"> 2. The ARC of NC Annual Conference 3. DHHS – DMH/DD/SAS Summary of LME Fund Balance 4. 1st Annual NC Recovery Conference 5. Medical Care Advisory Committee – Request for Nominees 	information.		
7.0 Adjournment	<p>Meeting adjourned. The next meeting will be held on Tuesday, October 6, 2009 at 6:30pm. The meeting date has been changed due to vote from CFAC Members. The meeting will now be held on the 1st Tuesday instead of the 4th Tuesday.</p>	<p>Agenda Items:</p> <ol style="list-style-type: none"> 1. By-laws 2. Recruitment Business Cards 3. Budget Report from Finance Officer 	N/A	Closed

Respectfully Submitted By:

Date -----

Carmen Morrow, Recorder

*Richard Bruton, Community Affairs & Consumer Relations**

Staff to the Committee

Approved By:

*Adele Newman, Chairman**
Consumer & Family Advisory Committee

Date -----