

Minutes
Mental Health Partners
Board of Directors
Thursday, August 21, 2008
7:00 P.M.

The Mental Health Partners Board of Directors met on this date in the first floor conference room at First Plaza.

Members of the Board present included: Joseph Beaman, Jr., Ray Von Beatty, Todd Carswell, John Dayberry, Dr. Anthony Frasca, Danny Graves, Cynthia Houser, Ronald Kendrick, Suzanne Smith, and Maynard Taylor. Excused and/or absent for other equivalent circumstances were Kitty Barnes, Lori Faulkner, and Michele Hamby. Mental Health staff present included John Hardy, Melanie Britt, and Janice Cornett.

A quorum was present.

The meeting agenda was mailed to the media and Board members on August 15, 2008.

Chair Joe Beaman, Jr. called the meeting to order at 7:02 P.M. and welcomed all in attendance. He welcomed new member, Todd Carswell, to the Board. A few minutes were taken for introductions around the room, and then the Board members went to the fifth floor of First Plaza for a tour of the newly renovated office space of Mental Health Partners.

The group returned to the first floor conference room at 7:45 P.M. and the meeting resumed.

Invocation

Todd Carswell led the invocation.

Minutes

The minutes of the July 24, 2008 meeting of the Mental Health Partners Board of Directors and the minutes of the August 13, 2008 meeting of the Budget/Finance and Executive Committees were presented.

Dr. Anthony Frasca made a motion that both sets of minutes be accepted as presented. John Dayberry seconded the motion.

There was no discussion, and it was unanimously voted to accept the minutes of the July 24, 2008 Board of Directors Meeting and the minutes of the August 13, 2008 meeting of the Budget/Finance and Executive Committees as presented.

Citizen Comments

There were no citizen comments.

Commissioner Comments

Catawba County Commissioner Kitty Barnes was unable to attend tonight's meeting. In her absence, Chair Beaman referred the group to the copies of the *Commissioners' Synopsis* included in the Board packets for an update on the issues in Catawba County.

Burke County Commissioner Maynard Taylor distributed a summary of the August 19, 2008 meeting of the Burke County Board of Commissioners. He noted that item #1 under "*Items for Decision*" pertained to Mental Health Partners. The Burke County Commissioners approved the transfer of \$591,607.54 to Mental Health Partners for Burke County's portion of fund balance. The draft agreement for continuing funding was not approved as presented. The Burke Commissioners recommended that the Burke County Manager and one commissioner meet with the Catawba County Manager, one commissioner, and Mental Health Partners personnel to modify the agreement.

Director's Report

1. The General Assembly created a Mental Health Leadership Academy at the Kenan-Flagler Business School in Chapel Hill with the goal of providing trainings for LME leadership. Melanie Britt, Doug Gallion and Director John Hardy continue to participate in a training project at the school.
2. There are JCHO accreditation/certification issues at Broughton Hospital. Dr. Frasca commented that these issues have dealt a crippling blow to recruitment for the hospital. The hospital is appealing the decision for the third time. It is very upsetting to hospital staff since many of the issues are things that cannot be controlled by Broughton (age of the building, etc.)
3. Mental Health Partners received notice this week of its selection as a "host" LME for one of the After Care Clinic Teams/Mobile Crisis. Each team will consist of a psychiatrist, Licensed Clinical Social Worker (LCSW), and a half time registered nurse. Three teams have been designated in the areas of Mental Health Partners, Pathways and Mecklenburg. The team designated for Mental Health Partners would cover Burke, Catawba and Lincoln Counties. The other two teams would be "hosted" by Mecklenburg, with one team covering Mecklenburg and the other covering Gaston and Cleveland Counties. Recurring funding of \$190,000 will be allocated to existing teams, with new teams receiving an additional \$100,000 for start up expenses. Director Hardy referred to a handout distributed prior to the opening of the meeting. The handout shows area MHDDSAS population projections for Mental Health Partners, Pathways, and Mecklenburg. We do not feel comfortable with the proposed coverage area for our team due to the difficulty of Mental Health Partners serving an additional population of 72,171 (Lincoln County) and the fact that we do not have established relationships with resources in Lincoln County. We have made a suggestion to our liaison to the State MHDDSAS that Pathways be the host LME for one of the teams designated to Mecklenburg, with that particular team covering the three counties currently served by Pathways (Cleveland, Gaston and Lincoln). This would not result in any additional teams – just a different configuration in the areas served by the teams.
4. All vacancies at Mental Health Partners are now filled. We will be interviewing a possible candidate for Medical Director next week. This will be a contracted position, with the Medical Director working on site one day every other week.

5. Our provider capacity has shrunk over time as the rate structure has been reduced by the State. We are exploring ways to expand provider capacity.
6. The Board retreat is scheduled for October 24-25, 2008 at the Community House in Morganton. We will meet the evening of October 24th and will plan to reconvene the morning of October 25th. We plan to complete our business by noon on the 25th. A meeting agenda and information for discussion will be mailed to Board members early so they will be able to prepare for the retreat.

Staff Presentation – Melanie Britt

LME and Provider Accreditation

Melanie Britt, Policy Analyst for Mental Health Partners, gave a presentation on LME and provider accreditation. Whether or not a provider is required to achieve accreditation is determined by the North Carolina Division of MHDDSAS and is based on the service definition. In 2006, the State noted that providers would have three years to achieve accreditation, if required. For most of those providers, March 2009 is the deadline for accreditation. The State is now gearing up to determine which providers are accredited and which ones are somewhere in the process of accreditation. The new requirements for provider timelines toward accreditation are very strict. The accrediting agency looks at the financial viability of the provider, how well client rights are protected, how well the provider serves consumers, etc. The quality must be evident and progressing towards full accreditation; if not, consumers must be shifted to other accredited providers in a timely and efficient manner. Our LME currently has fourteen providers in the process of accreditation and three providers have already achieved accreditation. We will track the progress of our providers working for accreditation every three months.

The LME is also required to achieve accreditation as it appears that some Utilization Management functions will eventually be returned to the LMEs. We must make a decision by December 2008 as to the accreditation we will seek, and accreditation must be achieved by December 2009. It seems most appropriate that we seek accreditation under the Commission of Accreditation of Rehabilitation Facilities (CARF). We are currently in the process of self study and must be operating under CARF standards by February 2009 as we are required to establish six months of operation under the standards before the site visit by the accrediting officials.

Performance Contract Indicators

The LME is responsible for ensuring quality and the oversight of the provider network. How we are performing as a LME is measured by the Performance Contract (report card from the State). Melanie referred to the Summary of Performance Contract Indicators included in the Board packets. She noted that even though the handout shows the information as of June 27, 2008, it is actually for the end of the third quarter (March 2008) due to the delay in the State compiling the information and getting the report back to the LMEs.

The State matches LMEs into three categories – urban, mixed, and rural. Mental Health Partners falls into the “mixed” category. We have a good capacity for substance abuse, but struggle with capacity for developmental disabilities. We have historically done a good job of keeping consumers out of hospitals, but the bed day capacity continues to be an issue as the State continues to reduce bed days.

Melanie referred to the handout on QA/QI Projects for 2007-2008 that was included with the information items in the Board packet. The projects included: (1) Timely Access to Care; (2) NC TOPPS Submissions; (3) Rates of State-Facility Psychiatric Hospitalizations; (4) Care Coordination; and (5) Ensuring Use of Evidence Based Practices – Crisis Intervention Team (CIT). She noted that these five projects were chosen to work on improving factors in the Performance Contract.

Action Items

Budget Revision

There is a need to transfer \$350,000 unexpended LME dollars from 2007-2008 into the current budget to assure adequate cash flow to meet start up expenses for Mental Health Partners. Normally, these dollars would have been returned to the State, but the LME was given approval by the State to move the dollars into the current budget. This increase would bring the budget for 2008-2009 to \$20,817,540.

The proposed revision was reviewed by the Budget/Finance and Executive Committees at its August 13, 2008 meeting. The Budget/Finance Committee recommends approving the revision as presented.

Ronald Kendrick made a motion that the proposed budget revision be approved as presented. Danny Graves seconded the motion.

There was no discussion, and it was unanimously voted to approve the budget revision as presented.

Fund Balance Agreement

A Fund Balance Agreement with Burke and Catawba Counties was drafted by Director Hardy, Melanie Britt, and Evans Fisher, attorney for Mental Health Partners. The agreement was reviewed by the Board Chair, Vice Chair, Budget/Finance Committee, and David Isenhower, an attorney and former Board member. This agreement was the result of a discussion with Burke County officials in which they noted that it would be beneficial to have rules in place for fund balance in the future. The agreement was originally on the agenda as an action item, but since the necessity of such an agreement has not yet been endorsed by Catawba County, we will now consider it as an information item only until further options are explored.

The Burke County Commissioners have recommended that the county managers, a commissioner from each county, and the Mental Health Partners Director meet to discuss the issues. We will follow this recommendation and meet to discuss the issues and try to come up with an agreement. The attorney for Mental Health Partners will probably be included in the discussion group.

Management Policies

As we align for future accreditation, the LME will be writing some new policies and will be revising some of the current policies. As these policies are ready, they will be brought to the Board for review and approval. At tonight's meeting, we are presenting a series of basic agency policies. All of these policies were included in the Board packet for review and are as follows:

- Emergency Action Plan

- Incident Reporting (for employees)
- Bloodborne Pathogens Exposure Control Plan
- Hazard Communications (OSHA requirement)
- Driver Requirements and Vehicle Accident Reporting Requirements
- Workers Compensation Policy

Ronald Kendrick made a motion that all the policies be approved as presented. Cynthia Houser seconded the motion.

With no other discussion, it was unanimously voted to approve all the policies as presented.

Information Items

Chair Beaman reviewed the information items with the group. He also noted that several revisions for the Board Manual were included in the Board packet. Director John Hardy made reference to the QA/QI projects for 2007-2008 and stated that the LME had scored the maximum on all five of the projects.

Director Hardy then gave an overview of the Board meeting locations for the upcoming year. This information was also included in the packet. The September 18, 2008 Board meeting will be held in Conference Room 4 at the Morganton City Offices.

With no further business for discussion, the meeting was adjourned at 8:53 P.M.

Respectfully submitted,

Janice D. Cornett
Administrative Assistant II
Clerk to the Board