



**The Guilford Center
Board Meeting Minutes
Emergency Services Training Room
1002 Meadowood Street
Greensboro, NC
May 9, 2006
6:30 PM – 7:45 PM**

BOARD MEMBERS PRESENT: Margaret Arbuckle, George Coates, Paula Cox-Fishman, Ann Gibbs, Paul Gibson, W. A. Goodson, John Hemphill, Kathryn Lindley, Linda Myers, Jane Perrin, Ray Pysher, Martha Stewart, Sheron Sumner, and Bill Tankersley

BOARD MEMBERS EXCUSED: Marshall Abee, Mildred Mildred Hoffler-Foushee, Pamela Palmer, David Talbot, and Dianne Walton-Munden

BOARD MEMBERS UNEXCUSED: None

STAFF PRESENT: Dena Bailey, Penny Casto, Glenna Harford, Billie Pierce

I. CALL TO ORDER AND MOMENT OF SILENCE

Sheron Sumner

The meeting was called to order at 6:30 p.m. and a moment of silence was observed.

II. ANNOUNCEMENTS

Sheron Sumner

Dr. John Hemphill was introduced to the Board. John fills the DD Family or Organization Seat left vacant since Ben Atkinson's resignation in January.

May is Mental Health Awareness Month. Board members received a handout with mental health awareness tips, resources and information on local events planned for the month.

A Registration Form for the Substance Abuse Provider Forum was included in the Board packets. This event is scheduled for May 24th beginning at 2:45 at the Kress Terrace, 212 S. Elm Street in Greensboro. Paul Gibson, our Commissioner Liaison, will give opening remarks. Board members were encouraged to attend the forum.

Members were asked to return their Board notebooks to Dena Bailey at the June meeting. The notebooks will be updated and re-distributed at the Orientation Retreat in September.

III. SPEAKERS FROM THE FLOOR

There were no speakers from the floor.

IV. APPROVAL OF MINUTES – April 11, 2006 Meeting

Sheron Sumner

Upon a motion by Ann Gibbs and a second by Paul Gibson, the minutes from the April 11, 2006 meeting were approved as distributed in the Board packet.

V. DIRECTOR'S REPORT

A. Third Quarter Report Summary

Billie Pierce

Several items of interest from the Quarterly Reports were pointed out and discussed with the Board. Endorsements for 58 providers for a variety of services were completed. Local monitoring reviews were performed on 12 providers in response to complaints, incidence reports, or concerns from the Providers Quality Improvement Committee. Of these reviews, two were for client safety issues, nine were for administrative issues, and one was for both.

Ms. Pierce reviewed the "Choosing the Right Provider for You and Your Family" handout which helps our consumers know what questions to ask of potential providers, and the "Rights of Consumers" pocket guide in English and Spanish which helps our consumers to understand their rights and how to address a concern or go about resolving issues which may arise.

B. Reduction in Force Update

Billie Pierce

As we already know, 135 employees will be laid-off between June 30 and December 31, 2006. The first group of 49 employees have received their official letter from the Director announcing the Reduction-in-Force (RIF). Once employees receive that letter, they are eligible for the severance package under the County's policy if they are still employed at the Guilford Center on their RIF date. We are doing many things to help our employees find new employment, including:

- Developing a "Transitions" site on our employees' intranet site with job postings, links, information on job search strategies, benefits, etc.;
- Providing one-on-one outplacement assistance which includes two one-hour sessions with a job coach;
- Hosting a Job Fair on May 24th with 28 local employers signed up to participate. Private rooms will be available for on-site interviews; and
- Scheduling meetings with various County and State Departments to provide information to employees on severance benefits, unemployment benefits, job training and job search strategies.

C. Consumer Transition Update

Billie Pierce

If a consumer has not made a provider choice by June 1, 2006, then the LME has the responsibility of making an assignment. In order to help our consumers with this transition, we have planned and hosted four Provider Fairs (two in Greensboro and two in High Point) where consumers and their families can meet and ask

questions of potential providers. We have a Clinical Transition Workgroup that has developed protocols for how consumers are to be transferred and we have held trainings for staff to learn how to work through this protocol. In response to a new State requirement, we report monthly on how many consumers have been transferred in every two-week period.

D. LOC Proposal Update

Billie Pierce

A new draft LOC proposal, along with an Executive Summary, was handed out at the Board meeting. This proposal supersedes the draft copy mailed in the Board packet. The Executive Summary identifies key issues addressed in the proposal. The LOC is proposing to put over \$100 million into next year's budget. The summary outlines how that money is to be spent. They are also making some recommendations that clearly define the Secretary's responsibilities. (See 3rd and 4th bullets on second page of the summary.) One change that the LOC is proposing concerns standardizing Area Board membership to three year terms and members will be prohibited from serving more than two consecutive terms. The LOC will also study and determine whether implementation of a Medicaid 1915(b) waiver on a State-wide or expanded basis would strengthen the ability of LME's to manage the system.

After some questions and answers and discussion of the proposal by the Board, Ann Gibbs made a motion that the Board send a letter to the co-chairs of the LOC showing support for their proposal. Paula Cox-Fishman seconded the motion. The motion carried. A draft letter will be sent to Chair Sumner for her review this week.

VI. BOARD CHAIR'S REPORT

A. Contracts Approval

Glenna Harford

Ms. Harford presented the May contracts list for Board approval. (See pink sheet in Board packet.) Board members were reminded to abstain from voting if they had a conflict of interest. There were no abstentions. Kathryn Lindley made a motion to approve the contracts. Linda Myers seconded the motion. The May contracts were approved as distributed in the Board packet.

B. Budget Revision #6

Glenna Harford

Ms. Harford presented Budget Revision #6 (see green sheet in handouts) to the Board for approval of an increase in the Guilford Center budget by the amount of \$66,667. The State has allocated \$66,667 on a recurring basis for the support of a minimum of one full-time-equivalent staff position for the implementation and on-going support of local community collaborative activities, including community based system of care child and family teams for children, adolescents and their families with mental health and substance abuse concerns. Upon motion by Kathryn Lindley and a second by W. A. Goodson, the budget revision was approved.

C. Client Rights Committee Member Reappointment

Sheron Sumner

The Client Rights Committee has requested Board approval of the reappointment of Dr. Martha Sharpless for another term. Margaret Arbuckle made a motion to approve the Committee's request. W. A. Goodson seconded the motion. The motion was unanimously approved.

D. Nominating Committee Appointment

Sheron Sumner

This is the time of year when a Nominating Committee is appointed to put together a ballot for next year's officers. Chair Sumner has asked Linda Myers, Millie Hoffer-Foushee and David Talbot to comprise that committee with Millie serving as Chair. Between now and next month, the committee will discuss the ballot and report to the Board at our June meeting.

VII. BOARD COMMITTEE SCHEDULE

Sheron Sumner

A. Quality Council

Next scheduled meeting: August 3, 2006
232 N. Edgeworth St., 5th floor, 3:30 – 4:30 PM

B. Client Rights

Next scheduled meeting: August 8, 2006
232 N. Edgeworth St., 5th Floor, 4:00 – 6:00 PM

C. Consumer and Family Advisory Committee

Next scheduled meeting: May 23, 2006
232 N. Edgeworth St., 5th floor, 5:30 – 7:30 PM
(March minutes were included in Board packet)

VIII. ADJOURNMENT – 7:45 p.m.

There being no further business, Chair Sumner adjourned the meeting.

**Approved by:
Sheron Sumner**

**On-site minutes by: Dena Bailey
Date: May 9, 2006**