



The Guilford Center
Board Meeting Minutes
232 N. Edgeworth Street
Greensboro, NC
October 14, 2008

BOARD MEMBERS PRESENT: Margaret Arbuckle, George Coates, Bert Davis, Jr., W. A. Goodson, Millie Hoffer-Foushee, Lura McLendon, Linda Myers, Ray Pysner, Sheron Sumner, Dianne Walton-Munden

BOARD MEMBERS ABSENT: Marshall Abee, Paul Gibson, Lisa Gunther-LaVergne, Jane Perrin, David Talbot and Bill Tankersley

STAFF PRESENT: Dena Bailey, Susan Campbell, John Eagles, Ida Glasgow, Steve Hess, Anne Kimball, Anthony Ward and Tana Wirtz

I. CALL TO ORDER AND MOMENT OF SILENCE **Bert Davis, Jr.**

The meeting was called to order at 6:34 p.m. and a moment of silence was observed.

II. ANNOUNCEMENTS **Bert Davis, Jr.**

Billie Pierce was unable to attend the meeting due to an illness in her family. Deputy Director Ida Glasgow attended in her place.

Chair Davis reminded the group that since our November Board meeting falls on Veterans' Day, which is a County holiday, the meeting is cancelled. The Board does not meet in December, so our next meeting will be on January 13, 2009.

Paul Gibson, our Commissioner Liaison, has been appointed to the Board of Directors of the NC Association of County Commissioners. He will serve as an at-large member for a one-year term.

The NC Council Conference will once again be held in Pinehurst December 10th through the 12th. The Guilford Center is allowed to pay for two Board members to attend. Conference brochures were available at the meeting. Anyone interested in attending should contact Dena Bailey.

Margaret Arbuckle announced that the 2008 Education Summit will be held on November 13th from 7:30 to 9:30 at the Koury Convention Center. Columnist Leonard Pitts is the keynote speaker. Contact Margaret for more information.

III. SPEAKERS FROM THE FLOOR

There were no speakers from the floor.

IV. APPROVAL OF MINUTES – September 9, 2008 Meeting

Bert Davis, Jr.

Upon a motion by Dianne Walton-Munden and a second from W. A. Goodson, the Board voted to approve the minutes from the September 9, 2008 Board meeting.

V. DIRECTOR'S REPORT

A. CFAC QUARTERLY REPORT AND MEMBER APPROVAL

Anne Kimball

Anne Kimball, Guilford Center CFAC Liaison, presented the Quarterly CFAC Report. Since the last report, the CFAC has:

- Elected Pamela Moye, Chair and Doris Maryland, Vice Chair
- Reviewed quarterly quality improvement reports
- Received regular updates on Bridgeway Behavioral Health and other services by providers in the community
- Participated in Child DD and Adult DD RFPs.
- Received an in-depth overview/orientation on CFAC including legislative requirements for the committee.
- Set goals for this fiscal year

The CFAC also recently approved two new members, pending Area Board approval. Those members are Tonda Osteen as a Substance Abuse representative and Judy Smithmyer as a Developmental Disabilities representative. Upon a motion by Dianne Walton-Munden and a second by Ray Pysner, both members were unanimously approved by the Board.

B. URAC UPDATE

**Anthony Ward
Susan Campbell**

Anthony Ward and Susan Campbell gave a presentation to the Board on URAC (Utilization Review Accreditation Commission) Accreditation. Accreditation is mandated by the State in the LME Performance Contract. The presentation included: why we chose URAC for the accreditation, a timeline of events, the requirements and process of accreditation, and the Board's role in this process. One of the URAC requirements is that the Board review and vote on all LME policies and procedures. Our policies and procedures are currently being reviewed and revised in preparation for accreditation. In December, Board members will each receive a policy notebook. This will allow Board members time to review the policies prior to our January 13, 2009 meeting where they will vote on the policies. A question and answer period followed the presentation.

C. BRIDGEWAY UPDATE

**Steve Hess
Tana Wirtz**

The interview process is underway to replace the former site director at Bridgeway. In the interim, Mike Morrison (from Bridgeway Corporate) is on-site managing the program.

Steve Hess reviewed the Enhanced Monitoring Plan for Bridgeway with the Board. This plan was developed from our observations and discussions with Bridgeway staff, as well as feedback we got from the State, to help ensure that Bridgeway stays on track now that admissions have been reinstated. The Plan addresses action items, personal responsibility and the frequency of monitoring various issues (i.e. medication storage, disposal and administration, HR documentation, coordination of client psychiatric care, etc.) Board members were given a copy of the Monitoring Plan and questions from the Board were answered.

**BOARD MEETING RECESSES
FINANCE COMMITTEE CONVENES**

VI. FINANCE COMMITTEE

A. CONTRACTS APPROVAL

Glenna Harford

The October contract list (pink sheet in Board packet) was presented for Board approval. W. A. Goodson made a motion to approve the contracts. Sheron Sumner seconded the motion. There were no abstentions. The Board voted to approve the contracts.

B. BUDGET REVISION

Glenna Harford

Board approval was requested for three budget revisions:

- The State has allocated \$255,166 for the purpose of subcontracting with Therapeutic Alternatives for the Development of one new Mobile Crisis Management Team. Of that amount, \$100,000 is a one-time allocation for start-up expenses and \$155,166 is a recurring amount for on-going support of the Team.
- The State has allocated \$75,000 on a one-time basis for community services provision and support for individuals with traumatic brain injuries.
- The State has allocated \$203,735 to support the hiring of a new psychiatrist and other support staff and the purchase of equipment for walk-in crisis and immediate psychiatric aftercare by a private provider. Of that amount, \$148,735 is allocated on a recurring basis to hire staff, and \$55,000 is allocated on a one-time basis for the purchase of telepsychiatry equipment sufficient to provide this service in locations designated by the Guilford Center.

Upon a motion by Millie Hoffler-Foushee and a second by George Coates, the Budget revisions were approved.

C. COUNTY FUNDS

John Eagles

John Eagles spoke to the Board about Guilford Center funding from federal, state and local sources. He discussed the order in which funds are spent and explained how that may result in money being returned to the County general fund, since County funds must be spent last. There are several categories of

County funds that cannot be redirected to another category after the budget is adopted – the largest of those are lapsed salary and lapsed fringes. Money in these categories must be returned to the County. County money that is not restricted goes to our medical clinic and crisis emergency. John went over the End of Year Account Balance line by line and answered questions from the Board.

**FINANCE COMMITTEE ADJOURNS
BOARD MEETING RECONVENES**

VII. ADJOURNMENT – 7:50 P.M.

Bert Davis, Jr.

There being no further business, Chair Davis adjourned the Board meeting.

Approved by:

Bert Davis, Jr.

Date

On-site minutes by: Dena Bailey
Date: October 14, 2008