



**The Guilford Center  
Board Meeting Minutes  
232 N. Edgeworth Street  
Greensboro, NC  
November 13, 2007**

**BOARD MEMBERS PRESENT:** Marshall Abee, Margaret Arbuckle, Paula Cox-Fishman, Bert Davis, Jr., John Hemphill, Mildred Hoffler-Foushee, Linda Myers, Jane Perrin, Ray Pysher, and David Talbot

**BOARD MEMBERS ABSENT:** George Coates, Paul Gibson, W. A. Goodson, Sheron Sumner, Bill Tankersley and Dianne Walton-Munden

**STAFF PRESENT:** Dena Bailey, Glenna Harford, Anne Kimball, Billie Pierce, and Anthony Ward

**I. CALL TO ORDER AND MOMENT OF SILENCE** **Ray Pysher**

The meeting was called to order at 6:37 p.m. and a moment of silence was observed.

**II. ANNOUNCEMENTS** **Ray Pysher**

The Guilford Center Board does not meet in December.

Bert Davis, Jr. was introduced to the Board. Bert is our newest member, appointed to our Board by the County Commissioners at their October 18<sup>th</sup> meeting. Bert fills one of our "financial" seats which was left vacant by Kathryn Lindley's resignation.

**III. SPEAKERS FROM THE FLOOR**

There were no speakers from the floor.

**IV. APPROVAL OF MINUTES – October 9, 2007 Meeting** **Ray Pysher**

Upon a motion by Paula Cox-Fishman and a second from Margaret Arbuckle, the October 9, 2007 Board minutes were unanimously approved as distributed in the Board packet.

**V. DIRECTOR'S REPORT**

**A. CFAC Quarterly Report** **Doris Maryland**

Consumer and Family Advisory Committee (CFAC) member, Doris Maryland, gave a brief update. For FY 2007-08, Chair of the CFAC is Ann-Marie Dooley, Vice Chair is Rick Hylton, Membership Chair is Libby Jones, Education Chair is Greta Platt and Finance Chair is Carla Steiner. Board Liaisons are George Coates, Paula Cox-Fishman and John Hemphill. Paula has served as Board Liaison for the first half of the year, and John will join George to serve for the second half of the year. There are currently nine voting members and one associate, which is a non-voting position. The CFAC has equal representation among our membership from the three disability areas.

**B. PROVIDER COMMUNITY DEVELOPMENT PLAN  
AND STATE BENEFIT PLAN**

**Anthony Ward**

The Guilford Center conducted a "Needs Assessment" in January 2007. We received 430 responses to the survey. Respondents included consumers, family members, providers, and stakeholders as well as members of this Board. This needs assessment is the foundation for our gaps analysis. The gaps analysis looks at what services would be available if we had all possible services for a certain disability area. Then, of that total possibility, which ones do we have and how many do we have of them. Anthony Ward reviewed in detail the findings of the gaps analysis and our recommendations for implementation of services to fill the gaps.

Anthony then gave a brief overview of the State Benefit Plan. Development of the Plan, which is mandated by the State, began in May 2007. The Plan shows a table of services available along with authorization timeframes and units and is tailored for consumer need. It is not a blanket plan applied to everyone, but rather looks at individual consumers. For example, for SA, it looks at the ASAM Criteria, for DD it looks at the SNAP Scores and for MH it looks at the target populations. This Plan is important not only because it is a requirement of our Performance Contract, but also because it lends standardization to the services that are authorized. Implementation will begin in January 2008.

The First Quarter 2007-08 Provider Outcomes Summary was distributed. These outcomes focus on qualitative information regarding how well a service is being performed. This is accomplished by not only measuring the numbers of consumers served, but by also measuring what difference the service made, i.e. how much benefit the consumer received. Anthony reviewed the findings with the Board.

**C. 2008 BOARD RETREAT DISCUSSION**

**Billie Pierce**

It was proposed that we once again have an all-day Board Retreat as we did in 2005 and 2006. However, rather than holding the retreat in September as we have in the past, Ms. Pierce suggested it be held in May so that goals may be set for the Director prior to beginning the new fiscal year. The Board agreed to this proposal and chose May 13, 2007 as the date for the retreat at Magnolia Manor.

**D. NORTH CAROLINA BEHAVIORAL HEALTH PARTNERSHIP**

**Billie Pierce**

Ms. Pierce updated the Board on recent activities of the Partnership. Our first teleconference was held on November 9<sup>th</sup> with all three LME's participating. Some of the specific decisions that have been made so far are:

- Guilford will be responsible for Information Technology and Screening, Triage and Referral;
- Mecklenburg will be responsible for Utilization Management and Provider Relations; and
- Smoky Mountain will be responsible for business functions (i.e. claims adjudication, claims processing, and check writing) and Human Resources.

We have received inquiries from at least two other LME's as to whether or not they might be able to purchase ASO services from the consortium when it is up and running.

All three LMEs in our consortium have been invited to join the Legislative Advisory Group (LAG) to provide suggestions and recommendations to the Division and to the Secretary. The other members of the LAG Committee include Five County, Sandhills and East Carolina.

**BOARD MEETING RECESSED  
FINANCE COMMITTEE MEETING CONVENED**

**VI. FINANCE COMMITTEE MEETING**

**A. Contracts Approval**

**Glenna Harford**

The November contracts list was presented for Board approval. (See pink sheet in Board packet.) Board members were reminded to abstain from voting if they had a conflict of interest. Paula Cox-Fishman abstained from voting. Marshall Abee made a motion to approve the contracts. Linda Myers seconded the motion. The contracts were approved.

**B. DHHS/LME Contract**

**Glenna Harford**

The final version of the DHHS/LME Performance Contract is now available on the DHHS website. The Guilford Center had an opportunity to advise the State on the contract while it was still in draft form and many of our suggestions were accepted. The contract itself is non-negotiable and 37 pages long. If you would like a hard copy of the contract, please contact Dena Bailey.

**C. GUILFORD CENTER FIRST QUARTER REPORTS**

**Glenna Harford**

A new report included this quarter shows the amount of State service funds expended and is broken down by disability groups. Ms. Harford reviewed with the Board some of the highlights of these reports.

**FINANCE COMMITTEE MEETING ADJOURNED  
BOARD MEETING RECONVENED**

**VII. BOARD COMMITTEE SCHEDULE**

**Ray Pysher**

Chair Pysher reviewed the Board Committee schedule that was included in the November 13<sup>th</sup> agenda.

**VIII . ADJOURNMENT – 8:15 P.M.**

**Ray Pysher**

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

**Approved by:**

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**Ray Pysher**

**On-site minutes by:**

**Dena Bailey**

**Date:**

**November 13, 2007**