

ECBH CFAC Minutes

For October 12, 2009

Present: Terry, Evelyn, Sammy, Inez, Sandra, Katie, Ruth, Carol, Sandy, Marvin

Excused Absence: Len, Millie, David

Division: Novella

LME: Mike, Joy

Guests: Annie

Evelyn opened the meeting. We were referred to the comfort agreement that was on the agenda.

#### COMFORT AGREEMENT

1. Only one person speaks at a time.
2. When you want to speak, raise your hand to be recognized by the moderator(s).
3. Listen quietly while others are speaking.
4. Be kind.

**Public Comments:** None

#### **Gaps in service:**

1. Transition from school to community. Continuing Education at the community colleges is not job oriented.
2. Needs to be a partnership between the LME and the school for all children who are dealing with Mental Illness, Developmental Disabilities and/or Substance Abuse.
3. Supports are not available to start to work.
4. Adult Daily Vocational Programs (ADVP) and Day Activity (DA) are no longer accepting those individuals with a Mild diagnosis according to ECBH Benefit Authorization of Services Guidelines dated October 6, 2009. If the ADVP's are not allowed to train individuals to go out into the communities to work, who will.
5. A person should not be defined by their diagnosis but rather their skills, abilities and what they and their families want (person centered) when deciding if ADVP and /or DA or a combination is what will facilitate that person's independence.
6. Community Support that serves young children is going away and leaves a large gap when these children are continually suspended from school and then are expected to attend other programs in the afternoon. These programs don't provide transportation so how they get to these programs without the parents, family members, care givers, etc. taking off from work to take them. During the day, when the child is home there is no one available to monitor when the parents, family members, care givers, etc. work
7. Supervised Home Living/Group Home and Alternative Family Living are now available only to those transitioning out of the state facilities according to ECBH Benefit Authorization Services Guidelines dated October 6, 2009. This leaves those individuals who reside in the communities and that need these services whether they are dealing with Mental Illness, Developmental Disabilities and/or Substance Abuse unable to find appropriate living arrangements therefore, affecting their ability to live as independently as possible within our communities.

The discussion during this portion of the meeting was a lengthy and detailed one with members giving antidotal information to help explain the gaps. Mike reminded everyone that Community Support was going away. The twenty percent (20%) that have the most

needs would be the ones to receive the services. Transition plans are to be written and staff has been assigned to work with psychiatrists, etc. to help facilitate the removal of these services. New service definitions are now being developed and there is recognition by some that this process needs to slow down. **Please remember to give everyone the Screening Triage Referral (STR) number: 1-877-685-2415.**

**Conferences and Attendees:**

- NAMI --- Katie, Millie: Motion made by Terry and was seconded by Sandy
- Substance Abuse – Ruth, Carol: Motion made by Terry and seconded by Patrick
- Pinehurst --- Terry, Millie, Carol, Ruth, Sandy: Motion made by ---- and seconded by ---

**Minutes:**

Terry made motion to accept minutes with the following changes:  
Seconded by Sandy

**Program:**

Joy Futrell, Financial Director provided in depth training and an update on the ECBH Budget.

- Because of Single Stream funding ECBH has two fund balances (Restricted and Unrestricted). The fund balance should be above what we owe. The state is 3-4 months behind in paying its bills.
- Restricted Fund Balance – Some of the items that are restricted: health insurance for retirees, to certain programs for example – DD Start.
- Local Government requires that at least 8% of fund balance is on hold per month.
- We have about 15% of the budget that is unrestricted. We keep available two months operating expenses rather than the 15% since this amount is not equal to two months operating expenses.
- Unrestricted Fund Balance
- ABC dollars for eight (8) of our counties goes to Integrated Family Services who does Mobile Crisis and Substance Abuse in all counties. The ABC money from Pitt County goes to Port Human Services per the Pitt County Commissioners.
- Shelter Plus --- The grants go to Port Human Services for Supports, Homes, Apartments. Working in partnership with Glen Simpson at the Pitt Behavioral Health Unit (BHU).
- HUD Grants – ECBH receives 1.2 million to do housing.
- The interest off of accounts may be spent as the LME wants based on the approval of the ECBH Area Board.
- Most children who are served by ECBH have Medicaid.
- There was a decrease in State money this year and ECBH is using approximately a million dollars from its Unrestricted Fund Balance.
- The ECBH Budget Audit was presented to the ECBH Area Board.

The following budgets were reviewed and accepted by consensus: CFAC and ECBH.

**Quality Improvement Committee Meeting Update**

Sandy gave a through update on the QI committee meeting. This was a joint meeting between ECBH and AMHC QI committee. The following are just a few of the items discussed. For specifics refer to the QI committee minutes dated September 17, 2009. It was decided by

consensus that the typed information that Sandy put together along with the monthly QI minutes would be sent to all CFAC members.

- Three specific procedures were reviewed and approved – Provider Disputes and Appeals, Confidentiality of Individually Identifiable Health Information and the Clinical Triage Process which would then be forwarded to Roy Wilson, CEO.
- Reports were given from the various QI committees.

**IRIS** --- A computer program which when it gets up and running will be receiving the data, etc. from the providers regarding Level II and Level III incidents.. There will be a form which the providers will have to fill out electronically and e-mail to the state.

The meeting was then adjourned.

Respectfully submitted,  
Inez Dudley,  
CFAC