



**Network Council
Meeting Minutes
August 6, 2009
1:00 PM - 4:00 PM**

Members Present:

**Dawn Anderson, HomeCare Management
Cynthia Benjamin, Provider Relations/PBH
Angela Gill-Graham, PBH QM
John Hufton, CFAC
Diana Duncan, Diana's HomeCare, Inc.
Jeanne Duncan, RHA
Chuck Hill, PBH Provider Relations
Craig Hummel, MD, PBH/UM
James W. Johnson, S.T.E.P.S.
Developmental Academy, Inc.**

**Flay J. Lee, Hope Haven, Inc.
Tina Kennon, Consumer Rep.
Bonnie Schell, PBH Consumer Affairs
Darlene Steele, QM/PBH
Dr. Arlana Dobson-Sims, Sims Consulting
Leslie Mussington, Excel
Steve Tomlinson Network Operations/PBH**

**Absent: Peggy Terhune Monarch, Billy West, Daymark
Dawn Allen, GHA, David Jones, UM/PBH
Tammy Gilmore, PDS/PBH, Neils Eskelsen, Finance/PBH**

Guests: None

A. Welcome and Call to Order - Flay J. Lee
Meeting was called to order at 1:20 p.m.

B. Meditation Reading - Flay J. Lee

C. Review and Approval of Minutes -
After review of minutes, a motion was made by Diana Duncan and second by James Johnson to approve the minutes with one correction, to remove Steve Tomlinson from guest column to present member column, motion carried and minutes were approved.

President then received a motion from the floor to approve the agenda, motion carried
Agenda was approved.

D. Topics of Interest - Flay J. Lee
Review of 2009 PBH Council and Administration Retreat – council members were asked to state something they felt that was accomplished at the retreat meeting. Various members gave feedback. Flay Lee then brought up the topic of “the Administrative Burden Letter” stating that Janet Breeding, chairperson of the GCQI committee spoke at the retreat and that he would be contacting her to set up a meeting with her and the sub-committee to address the issues and formulate a plan. The sub-committee members are Flay Lee, Billy West, Peggy Turhune and Leslie Mussington. Tina Kennon made a motion that another Consumer seat be added to the membership, that is not appointed by CFAC when we

revise the by-laws there was no second. Due to unreadiness the motion died on the floor. Diana Duncan then tried to explain to Tina that this is a Provider driven council and while we do desire consumer input this is a council that is reflective of the Provider Network and the LME.

The Quarterly Dashboard Reports – were reviewed at the Retreat Meeting and the remaining reports were tabled until the By-Laws have been reviewed and revised.

Review and Revision of By-Laws – Flay started with each Article Section of the By-Laws for recommended changes if any. Under **Article IV, letter D** a lot of discussion was given to the review of Dashboard reports by the council as well as which reports the council should be reviewing. James Johnson suggested that we go back to the Network and let them decide which reports should be reviewed. Jeanne Duncan stated that for 3 years she has been confused as to why she was even here at the council meetings and what the review of the Dashboard Reports even meant. Darlene Steele then reminded the provider council that it was decided sometime ago by the council, one meeting date needs to be set for just the review and discussion of the Dashboard Reports. She further stated that taking the reports, which have been designated by the By-Laws for review out of our processes would take away the collaboration and mutual accountability to achieve best practices, in her opinion would be a mistake. Several other council members agreed. Diana Duncan also reminded the council that a sub-committee was formed the first of the year to study and formulate which reports would be reviewed quarterly and annually, as well as what information they should contain. Flay then passed out the handout that listed the committee's choices. Having more discussion it was decided by the council to have the committee's report formatted into a survey and have the Network give their input at the upcoming Provider Meeting as to what reports they wanted information from. Steve stated that he would have Shelby get this done.

Under Article V, 1st paragraph there were changes and additions made. The elimination of the 2nd paragraph was the final suggestion here, after much discussion. There were additions to paragraph 3, 4 and 5. *(See the attached copy of the Revision of By-Laws for actual proposed amendments.)*

Under Article VI, Section 2: a change was suggested. **Section 4:** a change with additions was suggested. *(See the attached copy of the Revision of By-Laws for proposed actual proposed amendments.)*

Under Article VIII, the 1st paragraph has a suggested change. *(See the attached copy of the Revision of By-Laws for actual proposed amendments.)*

- E. Old Business** – the length of our meeting agenda was briefly discussed. It was decided that we are trying to cover too many items at our monthly meetings and are not accomplishing all that we should, therefore we will cut our agenda items down. Where the council has designated meeting dates to review and study Dashboard Reports there will be no other agenda items except PBH Department and Provider updates. Our September meeting agenda items shall mainly incorporate the completion of our review and revision of our By-Laws, which include revisiting, letter D under Article IV. This will be inclusive of our Dashboard Report Survey and our PBH Department and Provider updates.
- F. New Business** –Flay asked for suggestions for the agenda for next weeks Provider Meeting Members began to give suggestions. Leslie Mussington brought up the topic of the impending Budget-Cuts and elimination of the Level III and IV children's homes by the state and this sparked some discussion. He then asked what was PBH's take on this and how were they going to handle this process come October 1, 2009. Dr. Craig Hummel then commented that he, Dr Carroll Lytch, UM and Network were looking at this issue. They are also considering utilizing some Therapeutic Foster Care, Intensive In-Home along with

stepping some down to Level II placements with some enhancements. Leslie stated that he did not think that those were allowable choices per the states guidelines. Jeanne Duncan then asked if we as a council could come together and get into the political part of this business taking some type of stand as a Network with a letter or by even going up to Raleigh making a physical statement. She further offered to send all of the information she has gathered regarding the DD cuts. Leslie then brought up even more information as to why the council should take a stance on some of the decisions being made by the state. As a result of this discussion it was decided that the 2nd half of the agenda would be dedicated to the topic of the State Budget-Cuts. Dr. Hummel and Steve Tomlinson agreed to contact the necessary persons within PBH to facilitate this portion of the meeting.

There were no other department or provider updates at this time.

- G. Development of Agenda for Provider Meeting **August 14, 2009**
- H. **Motion to adjourn** was made by Leslie Mussington and second by Dr Craig Hummel and the motion carried. Flay declared meeting adjourned.
- I. **The next Network Council Meeting is September 3, 2009**

Minutes submitted by, Diana Duncan

Date Approved: 11.05.09
Signature of the Chairperson: 