



**Network Council  
Meeting Minutes  
January 3, 2008  
1:00pm – 4:00pm**

**Members Present:**

Dawn Anderson, Home Care Management Corp.	Flay J. Lee, Hope Haven, Inc.
Cynthia Benjamin, PBH	Melissa Rivera, RHA
Arlana Dodson-Sims, Sims Consulting & Clinical Services Inc.	Bonnie Schell, Consumer Affairs PBH
Diana Duncan, Diana's HomeCare, Inc.	Brian Smock, PBH
Jeanne Duncan, RHA	Darlene Steele, QM - PBH
Tammy Gilmore, PDS – PBH	Peggy Terhune, Arc Services
Chuck Hill, PBH	Billy West, Daymark Recovery Services, Inc
David Jones, UM/Access/Outreach PBH	

**Members Absent:**

Dawn Allen, GHA	Ann Medlin, PBH Client Rights
Niels Eskelsen, PBH	Debra Rice, Family Service of Davidson
Craig Hummel, PBH	John Tillman, Excel Personal Development

Recorder: Diana Duncan

- A. Call to Order: Flay J. Lee President**  
Flay read meditation reading and encouraged other members to reciprocate by bringing meditation readings to the meetings as well.
- B. Review of November 1, 2007 Minutes.**  
Billy West made a motion to approve the minutes, Cynthia Benjamin seconded and minutes were approved.
- C. Recognition of New Members:**  
Dawn Anderson, Jeanne Duncan, Brian Smock and Peggy Terhune. Ann Medlin will be recognized at February meeting. Jeanne Duncan made correction at this time that she is the President of RHA and not the CEO.

**D. Discussion of By-Laws:**

Flay spoke of objectives for the Council and stated that we, the Council, needed to follow the objectives as closely as possible. It was suggested by Peggy Terhune that we form an Adhoc Committee to determine, develop and prioritize these objectives. This committee will be made up of the following volunteers from the Network Council: Peggy Terhune, Flay J. Lee, David Jones, Diana Duncan and Darlene Steele. E-mail addresses of each of these persons will be needed for future communications.

**E. 2008 Goals/LME Updates:**

The Provider Survey was discussed. Brian Smock and Chuck Hill reported they were running behind in this process and did not have the survey prepared for the Council to review at this time. After some discussion it was decided the Provider Survey would be sent to all Network Council Members, electronically in 2-weeks (January 17<sup>th</sup>, 2008) for their review and discussion will take place at the February meeting.

Andrea Misenheimer presented the report on the B3 Waiver services with input from Pam Shipman. The presentation was an update of the Innovations Waiver changes and how the B3 Waiver Services will help consumers access services they would not receive due to Innovations not being available to them at this time, even though they meet the criteria or that they do not qualify for Innovations due to the facility size. Further discussion and trainings will be held at future meetings.

Bonnie Schell reported on the Train-The-Trainer Workshop for consumers. There is still a need for more consumers for Peer Specialist training.

The Quality Management Department has completed their Gold Star process with the Network Providers and has begun the process with the Independent Practitioners. Darlene stated there is a draft of the new Monitoring Tool the state wants to implement entitled Frequency Evaluation Monitoring Tool (FEM). Darlene suggested Council members go online and review the state draft. Incident Reporting and Complaint Reporting are some key areas to look at. She will bring copies of the FEM Monitoring Tool, as this will be used for the next level of the Gold Star process.

David Jones of UM reported the STR name changed to Outreach and the new director in Access is Kevin Davidson. Bill Rankin is now with CQI. David assured the Council he would have his department get a better breakdown list of consumers awaiting services.

Cynthia Benjamin of Provider Relations reported that the Community Support trainings for the CCP's is underway and a follow-up with Local and State Agencies as it relates to this piece was done. Chuck Hill stated that Network Operations will now be maintaining the site and entering the NPI & Clinician information. The Provider will no longer be able to do enter their own information. Chuck also discussed the Medicaid Billable Differential Rates. There are some very broad concerns.

Looked at changing the day of the April meeting, but decided to table it.  
Developed the Agenda for the Provider Meeting on January 11<sup>th</sup>, 2008.

Meeting Adjourned.

**Minutes submitted by Secretary, Diana Duncan**

**Date Approved:** 2.07.08

**Signature of the Chairperson:** 