

**THE DURHAM CENTER**  
*Providing Behavioral Health & Disability Services*

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**AREA BOARD MEETING**  
**Minutes**  
**November 2, 2006**

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The Durham Center Area Board met at 4:10 pm, October 5, 2006, at 501 Willard Street.

**MEMBERS PRESENT:**

Doug Wright, Terry McCabe, Ellen Reckhow, Amelia Thorpe, Matthew Wallace, Colleen Kilsheimer, Melvin Whitley, Tom Owens, Phil Golden

**MEMBERS ABSENT:**

Eureka Capri Daye, Karen Crumbliss, George Quick

**GUESTS PRESENT:**

Joe Kilsheimer, Sharon Youse, Julie Sinclair, Peggy Blalock, Lowell Siler

**STAFF PRESENT:**

Ellen Holliman, Kathy McNeill, Paula Hyman, Carla Alston Daye, Rob Robinson, Tina Howard, Terri Grant, Michelle Zechmann, James Osborn, Robin Baker, Beth Melcher

Area Board Chair Doug Wright called the meeting to order at 4:00 PM

**APPROVAL OF OCTOBER 5, 2006 MEETING MINUTES**

**Doug Wright entertained a motion to approve the October 5, 2006 minutes. A motion was made by Colleen Kilsheimer and seconded by Tom Owens to approve the minutes. One amendment was made to the minutes: Sally Abril and Richard Reho do not work with CFAC but GACPD. With the amendment, the motion unanimously carried.**

**PUBLIC COMMENTS:** None

**ACTION ITEMS**

**1. Budget Ordinance Amendment**

Ellen Holliman reported that the Durham Center was awarded a grant on September 15, 2006 from the US Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. It is a planning grant that seeks to increase public safety through innovative cross-system collaboration for individuals with mental illness who come in contact with the criminal or juvenile justice system. The amount of the grant was \$50,000.

**Doug Wright entertained a motion to accept the funds. A motion was made by Terry McCabe and seconded by Ellen Reckhow to accept the funds. The motion unanimously carried.**

## **UPDATES**

### **1. CARF Accreditation**

Ellen Holliman reported on the timelines for TDC's CARF Accreditation. TDC must get the process started by July 2007. The timeline for the center's self-evaluation will run thru January 2007. Ms. Holliman asked the Board to create an ad-hoc committee or use the Executive Committee to review the current policies in full detail. The ad-hoc committee would report to the full board any recommendations for the full board to vote on. Policies would have to be approved by the February Board meeting, due to the fact that policies must be fully implemented for six months before reviewers arrive. Board members decided to allow the Executive Committee to review policies and report back to the full Board.

Other CARF Accreditation timelines include TDC consulting with a CARF Resource Specialist in October, 2006, conducting a self-evaluation from October until January, 2007, six month policy implementation period until July 2007, surveys submitted to CARF by April 30, 2007, and an on-site review in August or September, 2007.

### **2. Room and Board Policy**

Ellen Holliman reported that TDC received the State policy which became effective November 1, 2006. TDC used the State policy to develop a policy, and forwarded a copy to all providers. Ms. Holliman and Rob Robinson entertained several questions from members regarding the policy.

## **REPORTS**

### **1. Board Report**

Paula Hyman discussed the Board report (full report attached). The report included data regarding adult and child mental health, developmental disabilities, substance abuse, utilization management, corporate compliance, complaint investigation, quality management, hospital admissions, crisis stabilization, crisis services, contracts management, communications, and customer services. Ms. Hyman discussed each area in the report and entertained questions regarding the report.

### **2. Chairman's Report**

Doug Wright made the following announcements:

- ◇ Mr. Wright attended the Substance Abuse Advisory Committee last month. The committee will meet quarterly.
- ◇

**ADJOURNMENT**

The meeting adjourned at 5:20 PM.

Respectfully submitted by:

Ellen S. Holliman  
Area Director