

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

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**AREA BOARD MEETING**

**Minutes**

**October 5, 2006**

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The Durham Center Area Board met at 4:00 pm, October 5, 2006, at 501 Willard Street.

**MEMBERS PRESENT:**

Doug Wright, Terry McCabe, Ellen Reckhow, Amelia Thorpe, George Quick, Matthew Wallace, Colleen Kilsheimer, Melvin Whitley, Tom Owens, Karen Crumbliss, Eureka Capri Daye

**MEMBERS ABSENT:**

Phil Golden

**GUESTS PRESENT:**

Hermann Bennhausen, CFAC; Sally Abril, CFAC; Richard Reho, CFAC

**STAFF PRESENT:**

Ellen Holliman, Kathy McNeill, Paula Hyman, Carla Alston Daye, Rob Robinson, Doug Fuller, Matt Chrien, Tina Howard, Terri Grant, Michelle Zechman, Vivian Harris, Robin Baker, Carrie Baines

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

**APPROVAL OF SEPTEMBER 7, 2006 MEETING MINUTES**

**Doug Wright entertained a motion to approve the September 7, 2006 minutes. A motion was made by George Quick and seconded by Melvin Whitley to approve the minutes. The motion unanimously carried.**

**COMMITTEE REPORTS**

**CFAC:** Amelia Thorpe reported that four members from CFAC will attend the Area Board retreat next month. CFAC member Hermann Bennhausen met with officials from the Housing Authority and learned that Stewart Heights, formally Mutual Heights, has been renovated, and will have 53 garden apartments available for citizens with disabilities. Vivian Harris will review the CFAC Compliance Report and bring it up to date with the new State regulations. Mrs. Harris will also check into the appropriateness of CFAC member Sharon Youst attending TDC's Clinical Team meetings.

**HUMAN RIGHTS:** Colleen Kilsheimer reported that the last Human Rights Committee meeting included a presentation by Carrie Baines on LME duties in the monitoring process. Mrs. Kilsheimer, along with other members of the Committee, was very pleased

with the presentation. Ellen Holliman suggested that the presentation be made to the entire Board during a future meeting.

**FINANCE:** George Quick reported that the Committee was brought up to date on the first three months of the fiscal year. The Committee is exploring the possibility of doing some conversion in order to better monitor revenues and expenses. The Committee will report back to the full board at a later date.

**QUALITY MANAGEMENT:** Paula Hyman reported that the Quality Management Committee discussed the recidivism study, diagnostic assessment study, hospital data, and reviewed facility monitoring.

**PUBLIC COMMENTS:** None

### **ACTION ITEMS**

**1. CFAC Revised Policy**

Vivian Harris discussed the revisions to the CFAC Policy to be more in line with House Bill 2077. She discussed the changes in the policy, and stated that CFAC had already approved changes. Major changes in the document included in membership, disability groups, family members representing children, attendance policies, and participation with the LME.

**Doug Wright entertained a motion to accept the proposed changes in the CFAC Policy. A motion was made by Terry McCabe and seconded by Amelia Thorpe to approve the proposed changes. The motion unanimously carried.**

**2. Resolution for Banning Drug Stems**

Doug Wright read the proposed resolution for banning drug stems. Melvin Whitley thanked the Board for their consideration in moving toward a State law.

**Doug Wright entertained a motion to approve the resolution. A motion was made by Terry McCabe and seconded by Eureka Capri Daye to approve the resolution. The motion unanimously carried.**

### **REPORTS**

**1. Volunteer Monitoring Report**

Paula Hyman discussed the findings of the Volunteer Facility Monitoring Group. The group consists of community volunteers led by the Governor's Advocacy Council, and assists persons with disabilities. Group members received extensive training and conducted monthly visits to Durham adult residential facilities. Over 80 visits took place during FY 2006. Ms. Hyman presented the findings from the survey (see attached sheet).

Sally Abril and Richard Reho congratulated TDC for partnering with them in the project, and gave a brief explanation of the group.

**2. Board Report**

Paula Hyman discussed the Board report (report attached). The report included data on hospital recidivism rates, hospital data, NC TOPPS Plan of Correction for non-compliance in reporting, Level II and Level II Incident reporting from the first quarter, and an IT Department update. Ms. Hyman discussed each area in the report and entertained questions regarding the report.

Ms. Hyman introduced Matt Chrien, IT Program Manager, who gave an overview of the functions of the IT Department. IT is a part of the QM Department. IT functions include network issues, programming, website additions, technical assistance, finance process improvement, program development, and supporting the other departments of TDC.

**3. Chairman's Report**

Doug Wright made the following announcements:

- ◇ Emily Baldwin recently resigned her position on the Board. That position will be posted in the near future.
- ◇ Recovery Month was a big success. Approximately 200-300 people attended the Substance Abuse Block Party.
- ◇ Mr. Wright was unable to attend the Substance Abuse Steering Committee this month.
- ◇ The NC Council Conference and Exhibition will be held December 4-6 in Pinehurst, NC
- ◇ The next Board meeting will be a Board retreat beginning with lunch at 12:30; the retreat will begin at 1:00, with a short Board meeting starting after the retreat. Preliminary information will be sent out with the regular packet information. The main focus of the retreat will deal with budgetary items and the Local Business Plan. CFAC representatives have also been invited, and were asked to send representatives from each disability.

**ADJOURNMENT**

The meeting adjourned at 5:45 PM.

Respectfully submitted by:

Ellen S. Holliman  
Area Director