



# SANDHILLS CENTER

## Board of Directors Meeting Minutes April 12, 2016

### **Members Present:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Ross Streater                 | <input checked="" type="checkbox"/> Priscilla Little             |
| <input checked="" type="checkbox"/> Kay Cashion, Vice-Chairperson | <input checked="" type="checkbox"/> Gart Evans                   |
| <input checked="" type="checkbox"/> Frank Cleary                  | <input checked="" type="checkbox"/> Costella Donnell             |
| <input checked="" type="checkbox"/> Barbara McKoy                 |  |
| <input checked="" type="checkbox"/> Harry Southerland             | <input checked="" type="checkbox"/> Shirley Hart                 |
| <input checked="" type="checkbox"/> Kirk Smith                    | <input type="checkbox"/> Walter Ferguson                         |
| <input checked="" type="checkbox"/> Anthony Copeland              | <input checked="" type="checkbox"/> Carol Whitaker               |
| <input type="checkbox"/> Otis Ritter                              | <input checked="" type="checkbox"/> Matthew Rothbeind            |
| <input checked="" type="checkbox"/> David Allen                   | <input checked="" type="checkbox"/> Mazie Fleetwood              |
| <input checked="" type="checkbox"/> Leann Henkel                  |  |
| <input checked="" type="checkbox"/> Thad Ussery, Chairperson      | <input checked="" type="checkbox"/> Michele Weatherly, Secretary |
| <input checked="" type="checkbox"/> Jan Herring                   | <input checked="" type="checkbox"/> Bill Larrison                |

### **Staff Present:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Victoria Whitt    | <input checked="" type="checkbox"/> Sherry Bynum   |
| <input type="checkbox"/> Dr. Anthony Carraway         | <input checked="" type="checkbox"/> Anthony Ward   |
| <input checked="" type="checkbox"/> Evelyn Savage     | <input checked="" type="checkbox"/> Susan Campbell |
| <input checked="" type="checkbox"/> Rob Scott         | <input checked="" type="checkbox"/> Martha Rogers  |
| <input checked="" type="checkbox"/> Leonard Covington | <input checked="" type="checkbox"/> Bonita Porter  |
| <input checked="" type="checkbox"/> Robin McKenzie    |  |

**Guest:** Dennis Farley, DMH, LME Technical Assistance Liaison

### **Call to Order and Invocation**

The Sandhills Center Board of Directors met on Tuesday, April 12, 2016, at the Administrative Office in West End, NC. Commissioner Thad Ussery called the meeting to order at 7:06 p.m. and gave the invocation.

### **Board Member Conflict of Interest**

Commissioner Thad Ussery noted the Conflict of Interest statement on the agenda and asked if any Board member had a conflict of interest concerning agenda items the Board would address in the meeting that would require recusal or if any item on the agenda warrants further discussion concerning conflict of interest. None were stated.

### **Certification of Quorum**

Michele Weatherly, Secretary, certified a quorum.

### **Absent Board Members Justifications**

Walter Ferguson – Attending an insurance convention – excused. *A motion was made by Commissioner Kirk Smith and seconded by Mazie Fleetwood to “excuse the absence”. The motion passed unanimously.*

Commissioner Otis Ritter –Back problems – excused. *A motion was made by Commissioner Anthony Copeland and seconded by Michele Weatherly to “excuse the absence”. The motion passed unanimously.*

### **Approval of Minutes**

The minutes of the March 8, 2016 Board of Directors meeting were reviewed for approval.

*A motion was made by Commissioner Kay Cashion and seconded by Commissioner David Allen to “approve the March 8, 2016 minutes as presented”. The motion passed unanimously.*

### **Amendments to Agenda**

None

### **Public Comments**

George Reynolds noted the upcoming NAMI walk and encouraged Board members to participate, if possible. The walk will be held on the Dorothea Dix campus May 7<sup>th</sup>. More information is available on the website at [www.namiwalks.org](http://www.namiwalks.org).

Mr. Reynolds also noted the May 2<sup>nd</sup> educational meeting. Dr. Wendy Jones will be speaking on *Medication Management and Treatment Services of Child and Adolescent Psychiatric Disorders*. Mr. Reynolds invited Board members to attend and to spread the word in their community.

### **Chief Executive Officer's Report**

Mrs. Whitt, Chief Executive Officer, welcomed everyone and provided the following information:

- **County Commissioners Presentation Schedule and County Meetings**

At the March Board meeting, Mrs. Whitt was directed to schedule meetings with the County Managers, and others as identified by the Manager, to review the current County allocations and to identify behavioral health service areas in the County that may have been underserved. Mrs. Whitt explain that Sandhills Center has realized savings since beginning the management of the Medicaid service dollars and that Sandhills Center is committed to reinvesting those savings in the community, working with county and community representatives to reallocate local funds to address high priority needs and projects at the county level.

To date, Mrs. Whitt has met with seven of the nine counties. Each county has identified areas of concerns that they would like to see addressed. She is working with them to identify resources and develop proposals for each county to consider. She plans to have the finalized proposals in place at the time she is scheduled to meet with each of the County Commissioners as part of her annual county general funding and program update presentations.

- **Community Kiosks – Access/Screening Program**

Mrs. Whitt discussed a new opportunity available in the counties – a mental health screening kiosk. The kiosk helps users identify behavioral health issues and connect them with appropriate resources. Users are able to access an online screening platform which asks detailed questions about their mental health and substance usage, provides immediate feedback, and then presents them with referral information. Services can also be engaged through a dedicated phone line that will connect the person to the Sandhills Center Call Center. Privacy filters on each kiosk keep confidential information private.

Mrs. Whitt noted that Commissioner Kay Cashion has suggested kiosks for the Guilford area and asked that if anyone is interested in having these in their county to let her know.

- **New Office Building Update**

For Board review and approval, Mrs. Whitt presented the following:

- **Stogner Architecture Contract Amendment** – The contract will need to be amended to cover a fee increase of \$18,500. This amendment covers:
  - Facility increased from 20,000 to 25,000 square feet with additional cost for architectural design, civil, PME, and structural engines.
  - Addition of the three lots which include cost for design of site, parking, landscape, and storm water management.
- **Building Renderings** – Mrs. Whitt and Commissioner Thad Ussery presented the renderings of the new building.

*After much discussion, a motion was made by Mazie Fleetwood and seconded by Commissioner David Allen to “approve the architect contract increase and the building renderings”. The motion passed unanimously.*

- **Updates**
  - **Semi-Annual Certification of Compliance with Requirements of N.C.G.S. 122C-124.2(b)** – Mrs. Whitt noted that Sandhills Center has received its six-month certification of compliance from the Secretary of DHHS. Mrs. Whitt reviewed the summary of the report of findings for the three audit types: fiscal solvency, clean claims payment, and HIPAA compliance, noting that Sandhills Center met all the benchmarks.
  - **Medicaid Reform Public Hearings** – Presented the schedule of public hearings that are being held across the state. Recommended that Board members attend, if possible. Feedback from those attending: 1) Medicaid expansion; 2) concern on how complicated the system will be with the change; and 3) why change the system now when things appear to be going well?
  - **Medicaid Per Member Per Month (PMPM) Rate Development** – Sandhills Center staff have met with DHHS and Mercer and received the FY 16 – 17 rate offer. The offer rate reflects a 4.2% reduction in service and administrative funding; goes into effect July 1, 2016. Mrs. Whitt noted that while some services did receive a rate reduction, several services received an increase: Inpatient, Outpatient, Innovations, ICF/IDD, and 1915 (b)(3). The new rate is \$116.65 PMPM.
  
- **NC Council Spring Policy Forum**

Mrs. Whitt stated that the NC Council of Community Programs conference will be held June 20 – 21, 2016, at the Hilton North Raleigh Midtown Hotel, Raleigh, NC. If interested in attending, please contact Sherry.
  
- **Mrs. Whitt also reviewed the following:**
  - Community Stakeholder's Breakfast Meetings Agenda
  - Personnel Report
  - Newspaper Articles
  
- **Anthony Ward, Deputy Director/Chief Operating Officer reviewed the following:**
  - Medicaid Waiver Update for March 2016 – all benchmarks continue to be met.

#### **Clinical Services & Operations Report**

Anthony Ward, Deputy Director/Chief Operating Officer, noted that as part of the continuing effort to provide education on the overall operation of Sandhills Center, the focus for this month would be Network Operations. The Network Operations Department reviews provider contracts, reviews gaps and analyses, is responsible for the sanctions of providers, and conducts provider monitoring.

Mr. Ward introduced Bonita Porter, Network Operations Director, who gave an overview of Network Operations, noting:

- Network Operations is responsible for the development, management, and monitoring of the provider network by ensuring the network meets the service, quality and capacity needs of members in the catchment area.
- Network Management/Credentialing – Manages the credentialing/re-credentialing process, monitors the compliance of the provider contract, maintains the provider sanctions processes, appeals, and reports.
- Network Development/Contracts – Conducts an annual Community Needs Assessment & Gap Analysis; when new services are needed, conducts the RFP (request for proposals) process; manages the contract process; ensures new providers have access to orientation; and sends updates, communication bulletins, etc. out to providers.
- Provider Help Desk – Offers provider support; responds to questions and directs providers to other resources; shares information and resources, provides technical assistance; and resolves issues and concerns.
- Network Monitoring – Ensures compliance, efficiency and accountability through monitoring of documentation and clinical processes; oversees the sanctioning process.

#### **Finance Committee Report**

Finance Committee Chairperson Gart Evans reported the Finance Committee met prior to tonight's Board of Directors meeting and reviewed the Finance Report in detail.



Chairperson Gart Evans presented and reviewed the Finance Report with the Board of Directors. A summary of the Consolidated Balance Sheet and Income Statement was reviewed and reflects services through March 31, 2016.

*On behalf of the Finance Committee, a motion was made by Chairperson Gart Evans and seconded by Michele Weatherly to "approve the Finance Report as presented". The motion passed unanimously.*

#### **Committee Reports**

- **Program Planning and Operations (PPO) Committee Report** – Chairperson Shirley Hart gave the report.
- **Client Rights Committee Report** – Chairperson Carol Whitaker gave the report.
- **Personnel Committee Report** – The following was noted:
  - ✦ Prudential 401(k) Plan – *On behalf of the Personnel Committee, a motion was made by Chairperson Mazie Fleetwood and seconded by Gart Evans to "approve a resolution to add a qualified deferred contribution plan, NC 401(k) Plan, for members of the NC Retirement Systems". The motion was approved unanimously.*
  - ✦ Voya 403(b) Plan – Once acceptance as a member of the NC 401(k) by the Treasurer's Office, maintain this plan as an option for employee-only contributions.
  - ✦ Personnel Committee Addition – Walter Ferguson has requested to join the Personnel Committee. *On behalf of the Personnel Committee, a recommendation was made by Chairperson Mazie Fleetwood and second by Commissioner Kirk Smith to "appoint Walter Ferguson to the Personnel Committee". The recommendation passed unanimously.*
  - ✦ CEO Appraisal – Personnel Committee Chairperson Fleetwood stated that the Personnel Committee has reviewed the annual appraisal of Victoria Whitt, CEO.

*On behalf of the Personnel Committee, a motion was made by Chairperson Mazie Fleetwood and seconded by Commissioner Kirk Smith to "go into Closed Session to discuss confidential personnel information. This motion is made in accordance with N.C. General Statute § 143-318.11 (a)(6) covering Public Open Meetings Laws". The motion passed unanimously.*

Sandhills Center staff, non-voting Board members, and the general public were excused. The Board of Directors went into closed session at 8:25 p.m.

*A motion was made by Commissioner Kirk Smith and seconded by Commissioner David Allen to "reconvene open session". The motion passed unanimously. Open session reconvened at 8:37 p.m.*

*On behalf of the Personnel Committee, a motion was made by Commissioner Mazie Fleetwood and seconded by Commissioner Kirk Smith "to increase Mrs. Whitt's base salary 3½%, effective July 1, 2016". The motion passed unanimously.*

#### **Closed Session – Competitive Health Care Information**

*A motion was made by Michele Weatherly and seconded by Commissioner Kay Cashion to "go into Closed Session to discuss confidential information. Pursuant to N.C. General Statute § 143-318.11(a)(1), the Board is required to go into closed session to discuss confidential information covered under N.C. General Statute § 122C-126.1". The motion passed unanimously.*

Sandhills Center staff, non-voting Board members, and the general public were excused. The Board of Directors went into closed session at 8:40 p.m.

*A motion was made by Commissioner David Allen and seconded by Commissioner Kirk Smith to "reconvene open session". The motion passed unanimously. Open session reconvened at 9:30 p.m.*

No action was taken.

#### **New Business**

None

**Old Business**

None

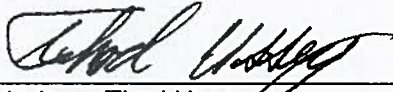
**Comments**

CFAC Chairperson, Leann Henkel, shared with the Board member that CFAC is looking for members and asked Board members to help in the recruitment efforts. A copy of the application was included in their packets.

Commissioner Kay Cashion noted that she has completed her second term on the NC Local Government Employee Retirement System Committee.

**Adjournment**

*A motion was made by Michele Weatherly and seconded by Commissioner David Allen to "adjourn the meeting". The motion passed unanimously. The meeting adjourned at 9:35 p.m.*



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Commissioner Thad Ussery  
Chairman, Board of Directors

5-10-16  
\_\_\_\_\_  
Date

Documents referred to in these minutes may be obtained by contacting Sherry Bynum at [sherryb@sandhillscenter.org](mailto:sherryb@sandhillscenter.org) or 910-673-9111.

Submitted by: Sherry Bynum