
**Alliance Behavioral Healthcare
Area Board Meeting
Thursday, August 2, 2012
3:15 pm – 5:15 pm**

CORRECTED MINUTES

PLACE: Alliance Behavioral Healthcare, 4600 Emperor Blvd., Durham, NC
27703, Room 208

MEMBERS PRESENT: Lascel Webley, Jr., Chairperson
Dr. Nancy Henley
Ann Akland
John Barry
Dr. George Corvin
Jim Edgerton
Barbara Gardner
Phillip Golden
Rev. Michael Page
George Quick
William Stanford
Scott Taylor
Ellen Holliman

MEMBERS ABSENT: Monique Holsey Hyman

GUESTS PRESENT: Hank Debnam, Lodies Gloston, Dr. Janis Nutt, Yvonne French,
Dan Shaw, Anna Cunningham, Kevin Gilgore, and Valiria Willis

STAFF PRESENT: Rob Robinson, Sean Schreiber, Kelly Goodfellow,
Sara Pacholke, Jeanette Williams, Lena Klumper, Susan Knox,
Doug Fuller, Dr. Erica Arrington, Amanda Graham, Lorrie Beal,
and Don Willis, Consultant

1. CALL TO ORDER

Chairperson, Lascel Webley Jr., called the meeting to order at 3:24 pm.

2. ANNOUNCEMENTS

Chairperson Webley offered a warm welcome to Hank Debnam, Area Director of Cumberland County and his board chair, Lodies Gloston. Also in attendance was Dr. Janis Nutt, Area Director of Johnston County Mental Health Center. Cumberland and Johnston counties are our valued partners as we work towards the initiation of managed

care operations on January 1, 2013. Hank, Lodies, and Janis joined us earlier at the board retreat and appreciate their collaboration.

Ellen Holliman, Alliance Behavioral Healthcare Area Director, welcomed three new staff members. They are Amanda Graham, Medical Program Director, Valiria Willis, Human Resources Director and Dr. Erica Arrington, Assistant Medical Director. Ms. Holliman also informed the Board that the vacant board seat has been advertised on the Alliance BHC website, CFAC Durham, Durham NAMI and Vivian Harris. The vacant board seat is advertised as open until filled.

3. AGENDA ADJUSTMENTS

Chairman Webley noted that on Agenda Action Form 9B Human Resources Policies, the resources are Ellen Holliman and Kim Newsom; Mr. Don Willis was incorrectly identified as a resource.

Chairman Webley also noted that Agenda Item 5, Consent Agenda, will become Agenda Item 6 and Agenda Item 6, Presentation from Mr. Kevin Kilgore, will become Agenda Item 5.

An additional Agenda Adjustment was identified; Agenda Item 9 – Human Resources Items will be address under Agenda Item 6, Consent Agenda.

4. PUBLIC COMMENT

None

5. LIABILITY INSURANCE COVERAGE

Mr. Kevin Kilgore from Citizens Insurance Company led the discussion on liability insurance coverage for Board Members. Citizens Insurance, a division of Joel T. Cheatham Insurance is located in Henderson, North Carolina; this agency has provided coverage to providers of mental and behavioral health services since 1979. Mr. Kilgore presented handouts and conducted a power-point presentation to the Board Members.

No Motion required.

6. CONSENT AGENDA

A. A request was made by Ellen Holliman to approve the policies that were presented at the June 26, 2012 meeting.

A Motion was made by George Quick to approve the policies as presented; seconded by Phil Golden.

B. A request was made by Ellen Holliman to approve the Reclassification of the Assistant Medical Director from salary range 45 to salary range 51.

A Motion was made by Phil Golden to approve the salary range reclassification as presented; seconded by Jim Edgerton.

C. A request was made by Ellen Holliman to approve the Human Resources policies as presented.

A **Motion was made by Jim Edgerton** to approve the Human Resources policies with the following caveat; the policy on Classification and Compensation under section (f) Reclassification, remove the statement that refers to 5%; **seconded by William Stanford.**

7. RECONFIRM THE APPOINTMENT OF ALLIANCE BEHAVIORAL HEALTHCARE BUDGET AND FINANCE OFFICERS

In accordance with the Local Government and Fiscal Control Act, Alliance Behavioral Healthcare must appoint a Budget and Finance Officer. The employees appointed to these positions are Kelly Goodfellow as Budget Officer and Sara Pacholke as Finance Officer.

A **Motion was made by George Quick** to approve the Budget and Finance Officers as presented; **seconded by Dr. George Corvin.**

8. BOARD RESOLUTIONS TO ADOPT SUPPLEMENTAL RETIREMENT PLANS – NC 401K and NC 457

A request was made by Sara Pacholke, Director of Finance, for the Board to officially adopt the board resolutions for supplemental retirement plans, NC 401K and NC 457.

A **Motion was made by George Quick** to approve the Board Resolutions as presented; **seconded by Dr. George Corvin.**

9. UPDATE ON FY13 BUDGET REDUCTIONS

Kelly Goodfellow, Chief Financial Officer, informed the Board that Alliance Behavioral Healthcare will suffer a 1.3 million dollar reduction during FY13. The State has cut social services block grant dollars from all LMEs.

Ms. Holliman asked the Board for its input on how to approach the public with a press release

Board members were asked to send their comments regarding communication of budget cuts to Doug Fuller; also, members should send their comments regarding recommendation of program cuts to Ellen Holliman or Kelly Goodfellow.

No Motion required.

10. PURCHASING PROCESS FOR IPADS

After a robust and lively discussion, the following was recommended:

George Quick recommended that Alliance BHC purchase the Ipads so that it becomes an Alliance BHC asset; when the board member no longer sits on the board, the agency will sell the device to the board member at a fair market value. The device needs to meet the requirements of the agency. All Board Members will be given an Alliance BHC email address. All Board Members will retain monthly meeting stipends.

A Motion was made by George Quick to approve the process for purchasing Ipads for board members; seconded by Scott Taylor.

11. **THIRD QUARTER FY12 DASHBOARD REPORTS FOR ALL FOUR COUNTIES**

Due to time constraints this agenda item was tabled for the September 6, 2012 meeting.

12. **CHAIRMAN'S REPORT**

Chairman Webley requested that Board members send him an email stating a preference for start time of future board meetings; does the Board prefer a 3:30 or 4:00 pm start time?

13. **ADJOURNMENT**

With all business being completed the meeting was adjourned at 6:05 pm.

Respectfully submitted:



Ellen S. Holliman, Area Director

September 6, 2012

Date Approved

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