BOARD OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES
January 27, 2012
Department of Mental Health And Substance Abuse Services
Oklahoma City, Oklahoma

Board members Present:

Ronna Vanderslice, Ed.D., Chair
Joel Carson
Bruce Fisher
Henry Haynes, Ed.D.
Mary Anne McCaffree, M.D.
Larry McCauley, Ed.D.
Robert McDonald
Paul Pierce, M.D.
Gail Wood

Others present:
Commissioner, Terri White, ODMHSAS
Durand Crosby, ODMHSAS
Steven Buck, ODMHSAS
Carrie Slatton-Hodges, ODMHSAS
Angie Patterson, ODMHSAS
Amanda Jett, ODMHSAS
Kimberly Poff, ODMHSAS
Dewayne Moore, ODMHSAS
Michaelle Statham, ODMHSAS
Deneka Cain, ODMHSAS
Richard Bowden, ODMHSAS
Rex Huckeby, ODMHSAS
Bruce Walker, DPS
John Hudgens, ODMHSAS
Kodi Pollard, ODMHSAS
Pam McKeown, ODMHSAS
Jeff Smith, ODMHSAS – Children's Recovery Center
Tony Kunnel, ODMHSAS
Brett Thomas, Governor Mary Fallin's Office
Gia Chuong, ODMHSAS
Tuong Thai, ODMHSAS
Carol Ladd, ODMHSAS
Gretchen Geis, ODMHSAS
Charles Danley, Grand Lake Mental Health Center
Jeff Dismukes, ODMHSAS
Jeremiah Sisovsky
Juon Cook, 3C Old Fashion Boarding Home
Pat Cook, 3C Old Fashion Boarding Home
Gary Smith, NARCONON of Oklahoma
Michael St. Amand, NARCONON of Oklahoma
Nancy Poteete, Oklahoma Residential Assisted Living Association (ORALA)
Darnell Powell, Norman Regional Health Systems
Justin Maitino, e Capitol
Tami Anderson, Valley Hope Association

CALL TO ORDER
Dr. Vanderslice called the meeting to order at 9:05 a.m. and declared a quorum was present.

APPROVAL OF MINUTES OF THE NOVEMBER 18, 2011, BOARD MEETING
Mr. Carson moved to approve the minutes from the November 18, 2011, meeting. Dr. McCaffree seconded the motion.

ROLL CALL VOTE

Mr. Carson	Abstain	Dr. McCauley	Yes
Mr. Fisher	Yes	Mr. McDonald	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes

Dr. Pierce Joined the meeting at 9:05 a.m.

DISCUSSION AND POSSIBLE ACTION REGARDING CRITICAL INCIDENT REPORT
John Hudgens had no additional information to add to the Critical Incident Report.

Ms. Wood moved to approve the Critical Incident Report. Dr. McCauley seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

DISCUSSION AND POSSIBLE ACTION REGARDING PROGRAM CERTIFICATION RECOMMENDATIONS
Alcohol and Drug Treatment Programs
A. Permit for Temporary Operation
Permit for temporary operation was recommended for: Narconon of Oklahoma, Inc. dba Arrowhead Medical Detox; Serenity Recovery Solutions, Inc.; and Tiger Mountain Recovery, Inc.

Mr. Fisher moved to approve the permit for temporary operation for the above-referenced programs. Dr. Haynes seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

B. One-Year Certification

One-year certification was recommended for: ActionSteps Counseling, Inc.; and Multi-County Counseling, Inc., Lawton Services, Inc.

Ms. Wood moved to approve one-year certification for the above-referenced programs. Dr. Pierce seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

C. Two-Year Certification

Two-year certification was recommended for: Valley Hope Association dba Oklahoma City Valley Hope.

Ms. Wood moved to approve two-year certification for the above-referenced program. Dr. McCaffree seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

D. Certification with Special Distinction

Certification with special distinction was recommended for: Logan Community Services, Inc.; Narconon of Oklahoma, Inc. dba Narconon Arrowhead; and The Center for Therapeutic Interventions, P.L.L.C.

Dr. Vanderslice recognized The Center for Therapeutic Interventions, P.L.L.C. for scoring 100% in all categories at their site visit.

Mr. Fisher moved to approve certification with special distinction for the above-referenced programs. Dr. Haynes seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

E. Probationary Certification

Probationary certification was recommended for: CCA Properties of America, L.L.C. dba North Fork Correctional Facility.

Dr. Pierce moved to approve one-year certification for the above-referenced program. Ms. Wood seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

Community Residential Mental Health Programs

A. Certification with Distinction

Certification with distinction was recommended for: Burdine, Inc. dba New Beginning Residential Care Home; Chase E. Inc. dba 3C Old Fashion Boarding Home; Fair Oaks Residential Care, L.L.C.; and Mental Health and Substance Abuse Centers of Southern Oklahoma, Inc.

Ms. Wood moved to approve certification with distinction for the above-referenced programs. Dr. McCauley seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

Community-Based Structured Crisis Center Programs

A. Permit for Temporary Operation

Permit for temporary operation was recommended for: Oklahoma Crisis Recovery Unit.

Mr. Fisher moved to approve a permit for temporary operation for the above-referenced program. Dr. Haynes seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

DISCUSSION REGARDING RULES

Deputy Commissioner Steven Buck stated that there were three sets of rules before the Board. He reminded the Board members of the process, in that the three sets of rules' have met the required public disclosure and have stood for an expired 30 days for public comment, including a written comment and a public rules hearing.

Chapter 15. Consumer Rights

Deneka Cain reported that there were no public comments on Chapter 15. Ms. Cain discussed a few items: The duty to visit each site will shift from herself to the office of the Advocate General. She also recommended the addition of language regarding local advocates at all facilities that are certified by the Department. The goal is to try and have issues resolved at the local level and have someone on site that consumers can contact directly.

Mr. Fisher asked if there has always been a local advocate at each facility. Ms. Cain stated that a lot of the facilities have a local advocate. What this rule does is allow the facility or providers to choose a person who is already there to be the main contact, an identifiable person for the consumer to go to. Mr. Fisher asked that if the consumer did not feel comfortable talking to the local advocate, can they still contact the Advocate General's office. Ms. Cain assured him that the consumer could and that there would be no provision that prevents that. Mr. Fisher asked when is the consumer advised who their contact person is, and Ms. Cain stated that they should be told upon admission or when being accepted into a program. She also stated that they are required to post, in a public location, the number for the Consumer Advocate's office.

Mr. McDonald asked if there is any training provided for the local advocates, and Ms. Cain stated that they will be offering training.

Ms. Wood moved to approve Chapter 15. Mr. Fisher seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

Chapter 16. Standards and Criteria for Community Residential Mental Health Facilities

Deputy Commissioner Carrie Slatton-Hodges reviewed Chapter 16. She stated that they have worked with stakeholders to get their input on the changes. Deputy Commissioner Slatton-Hodges stated that there were two comments at the public hearing and they were both positive responses to the changes.

Dr. McCauley moved to approve Chapter 16. Ms. Wood seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

Chapter 27. Standards and Criteria for Mental illness Service Programs
Deputy Commissioner Steven Buck introduced Chapter 27. He stated that this was part of new HB1377. He asked Deputy Commissioner Slatton-Hodges to speak about the rule.

Deputy Commissioner Slatton-Hodges stated that this rule provides mental health programs the ability to seek certification through ODMHSAS. The Department will be able to provide technical assistance and provide input and certifications to a broader area outside the Department's Community Mental Health Centers.

Dr. McCaffree asked if the Department anticipated a large number of requests from providers to be certified. Deputy Commissioner Slatton-Hodges explained that Medicaid has proposed a rule that states a contracted entity need be either nationally accredited or certified by the Department of Mental Health and Substance Abuse Service. Deputy Commissioner Slatton-Hodges stated that by having this chapter available, we should see more and more entities elect to be certified by ODMHSAS rather than seek national accreditation.

Dr. McCaffree asked if there was going to be an additional cost to the Department to do this, and Deputy Commissioner Slatton-Hodges stated that, over time, the fees will not cover all of the cost; however, the Department believes that this is an opportunity to guide facilities toward recovery.

Commissioner White stated most behavioral health providers are required to be certified by the state and we are the entity that assures the taxpayers that there are health and safety measures in these facilities for individuals receiving medical attention for these diseases of the brain. Commissioner White stated that Medicaid requires a provider to be accredited in order to bill for services; however, the legislature passed a bill last year that said the Department of Mental Health and Substance Abuse Service may certify the providers, giving them the option to choose national accreditation or certification through the Department. She also stated that it is significantly less expensive to be certified through the Department versus seeking the national accreditation. Commissioner White also stated that the Department provides technical assistance that the national accreditation does not. This also provides the opportunity for the

Department to assimilate evidence-based practices and best practices throughout the state of Oklahoma and have a great effect on improving treatment throughout the state.

Mr. Carson moved to approve Chapter 27. Mr. McDonald seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes
Dr. McCauley	Yes		

Dr. McCauley left the meeting at 10:25 a.m.

DISCUSSION REGARDING REPORT FROM COMMISSIONER
Commissioner White reported on the following items:

Ric Pierson, Executive Director, Oklahoma Board of Licensed Alcohol and Drug Counselors; Jo Anne Pearce, Executive Director, A Chance to Change Foundation; James Patterson, Executive Director, Specialized Outpatient Services, Inc. (SOS) and Ray Miller, Executive Director, The Oaks R.S.C. – Commissioner White and Deputy Commissioner Slatton-Hodges met with these individuals to discuss how to offer an enhanced component to alcohol and drug counselors' licenses for co-occurring issues, meaning a license that recognizes both mental health and substance abuse.

Lou Carmichael, Executive Director, Variety Care Family Health – Commissioner White stated that this facility is one of the large federally funded community health centers in Oklahoma. They met to discuss the direction of mental health care and to work together to serve the needs of Oklahomans.

Public Health and Wellness Initiative Meeting with Councilmen Dr. Ed Shadid and Pete White – Commissioner White stated that she was invited to attend a meeting on behalf of the City of Oklahoma City to discuss the Public Health and Wellness initiative with Councilmen Dr. Shadid and Pete White. This meeting was to look at Oklahoma City government and how it can be a healthier government, which includes mental health and addiction. Commissioner White was asked to join the meeting in an advisory capacity to help in addressing all the issues surrounding mental health and substance abuse.

Public Health and Wellness Initiative Meeting with Councilmen Dr. Ed Shadid, Dr. Gary Cox and Terry Cline, Ph.D., Secretary of Health and Human Services and Commissioner, Oklahoma State Department of Health – Commissioner White spoke about her meeting with Dr. Shadid regarding an upcoming community-wide forum. He had asked Commissioner White; Dr. Cline, Secretary of Health

and Human Services; and Dr. Gary Cox, Director of Oklahoma City County Health Department, to attend a community forum to talk about health and wellness.

Oklahoma State Finance Budget Hearing – Commissioner White stated that the meeting went well and the Department is hopeful about the Governor's budget. Commissioner White went on to discuss how last year the Department took one of the smallest cuts due to the support of the Governor's office and legislative leadership. She stated that there is stronger support this year; whereas, three years ago, the Department took a seven percent budget cut, which correlates to an increased demand for services, suicide rate, and incarceration.

Senate Tour/Performance Budget Hearing – Commissioner White discussed the Senate Performance and Budget Hearing. She explained that the Senate decided to hold their hearings in the community. The Department's hearing was held at the Thunderbird Clubhouse where the Senate was able to take a tour and have lunch, followed by the hearing. They then proceeded to the Children's Recovery Center (CRC) where they met Jeff Smith, Interim Director, and toured that facility.

Major General Rita Aragon, Secretary of the Oklahoma Department of Veterans Affairs; Major General Myles L. Deering, Adjutant General, Oklahoma; and Terry Cline, Ph.D., Secretary of Health and Human Services and Commissioner, Oklahoma State Department of Health – Commissioner White spoke about the Department's Veterans initiative and the meeting she had with Major General Rita Aragon, Secretary of the Oklahoma Department of Veterans Affairs; General Myles Deering, Adjutant General, Oklahoma; and Terry Cline, Ph.D., Secretary of Health and Human Services to discuss the needs of Veterans and their families, especially for those that are due to return home in the next few months. Commissioner White stated that Deputy Commissioner Steven Buck has taken the lead on this project and has been working to pull all the resources together to get service men and women the help they need.

Dean Gandy, Executive Director, University Hospitals Authority and Trust and Cindy Roberts, Deputy Chief Executive Officer of Policy, Planning and Integrity. Oklahoma Health Care Authority – Commissioner White took a moment to explain to the Board members the changes that took place with the Oklahoma County Crisis Intervention Center (OCCIC). She stated that a Federal Medicaid rule said a free-standing psychiatric hospital cannot have more than 16 beds and bill Medicaid for anyone between 21 and 64 because of the Institution for Mental Disease (IMD) exclusion. Commissioner White explained that for 20 years the crisis centers have been the exception; however, a few months ago, the Federal Government decided to make a change and, unbeknownst to us, the state Medicaid agency agreed and submitted a plan amendment to them. On January 3, 2012, Medicaid stopped paying for any beds over the 16 allowed. Commissioner White explained that Dean Gandy, Executive Director of the

University Hospital Authority did an amazing thing and built 16 crisis beds in the OU Medical Center's Garrison Tower and had this done within four weeks. She explained that all admits will still go through the OCCIC and then if they don't have any beds there, consumers will be routed to the closest facility with an open bed. Commissioner White stated what an outstanding job the University Hospital Authority did for ODMHSAS and wanted to give them the recognition they deserved.

Oklahoma Department of Human Services – Special Review Sub-Committee Meeting – Commissioner White spoke about being asked to serve on a special review sub-committee for the Department of Human Services focusing on child welfare.

Patsy Lynn Leisering, Director-Health; Chris Forster, Financial Manager; and Carrie Towery, Human Resources Manager, Oklahoma Office of State Finance – Commissioner White briefed the Board on how the IT consolidation has been going and stated that our IT department has been given an extension due to the nature of the business the Department is in. She stated that the discussions to this point have gone smoothly. She stated that she would update the Board as the consolidation progresses.

Justice Reinvestment Initiative Working Group – Commissioner White spoke about her work with the Justice Reinvestment Initiative, which has been reviewing ways to use our resources better for Justice Reinvestment, increase public safety and provide treatment alternatives for those who do not need to be incarcerated. Commissioner White reviewed the statistics released on the cost of doing nothing versus being pro-active in trying to keep those with mental illness and addiction that do not belong in the justice system out of the justice system.

Janet Barresi, Superintendent of Public Instruction, State Department of Education and Brandon Busteed, Director, Outside the Classroom – AlcoholEdu Press Conference – Commissioner White spoke about the AlcoholEdu meeting where she, Janet Barresi, Superintendant of Public Instruction, State Department of Education and Brandon Busteed, Director, Outside the Classroom, announced the unveiling of a program called AlcoholEdu. Commissioner White stated that this was a partnership with these entities. Commissioner White went on to explain the program and how it works. She also stated that we are the first state in the nation to provide this program to all high schools.

2011 ODMHSAS Employee Appreciation Celebration Banquet – Commissioner White commented on the Employee Recognition banquet held in December 2011. She explained why we have them and how the awards are presented in a fashion similar to the Oscars.

Commissioner White took this time to present a new award to a group of ODMHSAS employees who came together to develop a solution to a massive issue in regards to payments being made to providers. They were awarded the BEST Team Award, "Teamwork at its BEST, The CDC Project". This award was presented to Kevin Marble, Tracy Leeper, Mark Reynolds, Rex Huckeby, Gia Choung, Tony Kunnel, Toung Thai, James "Eddie" Jewell, Robert Harper, David Melton and Lydia Riley.

DISCUSSION REGARDING REPORT FROM CHIEF OPERATING OFFICER
Durand Crosby reported on the following items:
May 15-17, 2012 – 19th Annual Children's Behavioral Health Conference will be held. Mr. Crosby invited the ODMHSAS Board members to attend.

DISCUSSION REGARDING THE REPORT FROM THE CORPORATE ACCOUNTABILITY COMMITTEE
Mr. McDonald stated that the Corporate Accountability Committee met Tuesday, January 24, 2012.

The Advocate General's report was reviewed by the Committee members.

Ms. Cain presented her report to the members. She advised that the posting for the vacant advocate position in the western part of Oklahoma has closed. They will begin reviewing applications and begin interviews for that position in the next few weeks.

DISCUSSION AND POSSIBLE ACTION REGARDING THE OFFICE OF INSPECTOR GENERAL REPORT
Mr. McDonald stated that the Inspector General's report was reviewed by the Committee.

Mr. McDonald reported that Commissioner White discussed an incident which occurred that the Board may want to go into Executive Session to discuss under Ms. Poff's agenda item.

Mr. McDonald made a motion to go into Executive Session to discuss an issue that Commissioner White apprised them of during the Corporate Accountability meeting. Dr. Haynes seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Vanderslice	Yes
Dr. Haynes	Yes	Ms. Wood	Yes
Dr. McCaffree	Yes		

The Executive Session started at 10:27 a.m.

Mr. Carson made the motion to go back into regular session. Mr. McDonald seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes

The Executive Session ended at 11:10 a.m. There was no action taken in the Executive Session.

Kim Poff, Inspector General stated she had nothing to add to her report.

Dr. Pierce moved to approve the Inspector General's report. Mr. Fisher seconded the motion.

Dr. Haynes and Dr. McCaffree stepped out at 11:11 a.m. and returned at 11:13 a.m. and were not present for the vote of the Inspector General's report.

ROLL CALL VOTE

Mr. Carson	Yes	Dr. Pierce	Yes
Mr. Fisher	Yes	Dr. Vanderslice	Yes
Mr. McDonald	Yes	Ms. Wood	Yes

DISCUSSION AND POSSIBLE ACTION REGARDING THE OFFICE OF CONSUMER ADVOCACY REPORT

Consumer Advocate General, Deneka Cain, had nothing to add to her report.

Mr. Carson moved to approve the Office of Consumer Advocacy report. Ms. Wood seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes

DISCUSSION REGARDING THE REPORT FROM THE PERFORMANCE IMPROVEMENT COMMITTEE

Mr. McDonald reported on the Performance Improvement Committee meeting held December 14, 2011.

Mr. McDonald stated that there were two presentations for the December meeting. Janie Hogue, Executive Director, Rose Rock Recovery Center (RRRC), gave a presentation on how they designed and implemented a facility-wide re-organization initiated by Department requirements to improve efficiencies, increase beds to 48 and decrease costs while maintaining quality of services; and Kevin Marble, Manager of Information Services, gave a brief presentation on the Department's white pages.

Mr. McDonald reported that RRRC was tasked with designing and implementing a facility re-organization to double the census from 24 to 48 beds while maintaining our high quality of service.

The intended outcomes for the project included: Negotiation of lower food and medication costs; increase direct care positions and services hours; double the number of consumer beds from 24 beds to 48; reduce the per day bed cost from the mid $200.00 range to the mid $100.00 range; design and implement a new daily schedule optimizing direct care service hours; maintain service quality throughout the re-organization process, as evidenced by the ODMHSAS Consumer Satisfaction Survey and pre-post test scores

The steps taken to meet the projected outcomes included: Some staff positions were converted to take on additional roles, increase in counselor caseloads, implementation of new daily schedule, and increase indirect care service hours from 20 to 24 per week, planned admission rates to increase consumer beds by two to three per week and negotiations to reduce meal costs from $18.00 to $15.00 per consumer per day.

The outcomes realized from the project include: The negotiation for lower food and medication costs was successful and began July 1, 2010. The new daily schedule was implemented on August 25, 2010, and counselor direct service hours were increased 4 hours per week. The bed census was increased from 24 to 48 by January 5, 2011. The bed per day costs has decreased from $258.00 to $139.00. RRRC has maintained high consumer satisfaction with the program quality and pre-post change along with high employee satisfactions.

RRRC won a Governor's Accommodation and a Specialty Award for Employee Empowerment at the Oklahoma Quality Team day in May 2011 for this particular project.

Mr. McDonald also reported on Kevin Marble, Manager of Information Services, presentation on the Department's white pages and explained how they work and what the plans are for the future. Mr. McDonald stated that Mr. Marble demonstrated how an employee can edit their own profile and how the different programs at ODMHSAS are linked to the white pages. For example, when the Human Resources department enters a new employee into their database, it

automatically uploads it to the white pages with who they are, where they work, what their title is, and who their supervisor is.

Mr. McDonald reported the current goal is to allow the employee to go about their normal business day and not have to worry about things such as logging miles when they use a state vehicle; it will automatically use the Vehicle Request program and the vehicle's GPS and log the information for them. He also stated the future goal is to one day interlink other state agencies.

DISCUSSION REGARDING THE REPORT FROM THE FINANCE COMMITTEE
Dr. Haynes reported that Richard Bowden had presented the December 2011 finance report. The expenditures report for a few facilities show a deficit but, overall, all major programs are within their budget. Griffin Memorial Hospital is over their budget because of the roof repairs for both Griffin and Central Oklahoma (resulting from the major storm last June). The budgets of all of the Norman facilities will be increased periodically after estimates of the insurance reimbursements are received and repairs are completed. We will be reviewing budget comparisons with all facilities on a monthly basis to monitor their budgets. The Department's un-obligated balance of funds is currently 6.75%; the majority of which is Federal and pass through funds.

Dr. Haynes also stated that the cash collections reports were presented showing total revolving revenues exceeding our budget by $1.4M. Most of this excess is attributed to the Children's Recovery Center's receipt of over $1M in Medicaid cost settlements for SFY-2009 and SFY-2010. Some facilities are slightly behind in collections due to the delays from the prior authorization system.

Budget Revisions #2 and #3 for State Fiscal Year 2012 adds a new Federal grant, budgets insurance payments for Norman facility roof repairs and re-allocates funding to adjust our original budget numbers. These revisions are also allocating funds for Smart on Crime projects.

The State Audit for SFY-2011 is substantially complete. We have received a governance letter from the auditors that documents their communications with the Board. The Finance Committee also serves as the audit committee and is the primary point of contact for audit issues.

Dr. Haynes stated that the Finance Committee recommends approval of the Finance Report and Budget Revision #2 and #3 and the Status of the SFY-2011 State Audit report as submitted.

Commissioner White commented on the SFY-2011 State Audit report. She stated that the Department has a $300 million budget and had only one finding, and this is due to Mr. Bowden and his staff and the exceptional job they do with our finances. Commissioner White wanted to make sure that the Department

communicates with the Board members on the State Auditor's findings. This way, if there are any questions, those can be addressed.

DISCUSSION AND POSSIBLE ACTION REGARDING MONTHLY FINANCE REPORT

Richard Bowden had nothing new to add to the finance report.
Mr. Carson moved to approve the Financial Report. Dr. McCaffree seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes

DISCUSSION AND POSSIBLE ACTION REGARDING PERSONNEL ISSUES

A. Discussion and Possible Appointment of Larry Gross to Executive Director of Griffin Memorial Hospital

Commissioner White explained that the Board members are the recommending body for the facility directors and that there were two nominations before the Board that day. Commissioner White introduced Larry Gross who is the Director at Central Oklahoma Community Mental Health Center (COCMHC) and has also been the Interim Director at Griffin Memorial Hospital (GMH) for several months. Commissioner White stated that the positions that had been posted were for a single Director for Griffin or a dual role of both Director of Griffin Memorial Hospital (the adult care facility) and Director of the Children's Recovery Center (CRC). What the Department found with Mr. Gross performing in both capacities is that it was a better arrangement to have one director for the adult inpatient facility and outpatient facility for the continuity of care. Commissioner White recommended to the Board that Mr. Gross be appointed the combined position of Executive Director of GMH and COCMHC.

Mr. Carson moved to approve Larry Gross' appointment to Executive Director of Griffin Memorial Hospital. Mr. McDonald seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes

B. Discussion and possible Appointment of Jeff Smith to Executive Director of the Children's Recovery Center.

Commissioner White explained that the Children's Recovery Center (CRC) has undergone several changes in the last few years. When Todd Crawford decided to resign his position as Director, the Department asked Jeff Smith, who had

been the Director of Nursing at CRC for almost four years, to be the Interim Director. Commissioner White stated that Jeff has done an outstanding job with running CRC, and she recommended he be appointed the Executive Director of CRC.

Ms. Wood moved to approve Jeff Smith's appointment to Executive Director of the Children's Recovery Center. Mr. McDonald seconded the motion.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes

PRESENTATION

Ray Caesar gave a presentation on the Department's Alcohol and Drug Substance Abuse Courses (ADSAC). In his presentation, he took the Board members from start to finish in the ADSAC Assessment Process. He covered the history of ADSAC, the different types of offenses that fall into this category and the courses and requirements, among other specifics.

NEW BUSINESS

There was no new business to discuss.

ADJOURNMENT

Mr. Carson moved to adjourn the Board meeting. Mr. McDonald seconded the motion.

The meeting adjourned at 11:59 a.m.

ROLL CALL VOTE

Mr. Carson	Yes	Mr. McDonald	Yes
Mr. Fisher	Yes	Dr. Pierce	Yes
Dr. Haynes	Yes	Dr. Vanderslice	Yes
Dr. McCaffree	Yes	Ms. Wood	Yes

Joel Carson

Bruce Fisher

Henry Haynes, Ed.D.

Mary Anne McCaffree, M.D.

Larry McCauley, Ed.D

Mr. Robert McDonald

Dr. Paul Pierce

Gail Wood

Ronna Vanderslice, Ed.D, Chair