**BOARD OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES**
**January 25, 2013**
**Department of Mental Health And Substance Abuse Services**
**Oklahoma City, Oklahoma**

Board members Present:

Andy Sullivan, M.D., Chair
Mary Anne McCaffree, M.D.
Larry McCauley, Ed.D.
Robert McDonald
Paul Pierce, M.D.
Ronna Vanderslice, Ed.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
Dwayne Moore, ODMHSAS
Michaelle Statham, ODMHSAS
Deneka Cain, ODMHSAS
Jeff Dismukes, ODMHSAS
Brenda Pitts, ODMHSAS
Traylor Rains, ODMHSAS
John Hudgens, ODMHSAS
Jason Maddox, ODMHSAS
Wendy Larsen, ODMHSAS
Bob Mathew, ODMHSAS
Jill Amos, ODMHSAS
Tony Kunnel, ODMHSAS
David Heath Holt, ODMHSAS
Jessica Hawkins, ODMHSAS
Anaise Gragg, ODMHSAS
Paula Knox, Affinity Counseling Services
Carol Ladd, ODMHSAS
Victor Price, OCIC
Shon Sanders, OCIC
Crystal Henderson, OCIC
Sue Williams, Rise PLLC
Edd Williams, Rise PLLC
Jvon Cook, 3C Old Fashion Boarding Home
Pat Cook, 3C Old Fashion Boarding Home
Eric Jett, Counseling & Recovery Services
Brett Wheeler, Access to Counseling
Nancy Poteete, Oklahoma Residential Assisted Living Association (ORALA)
Cesiley Bouseman, Affinity Counseling Services
Emily Summars, e Capitol
Dwayne Dossett, Alkermes
Brenda Ototivo, JTCMHC
Tashila Alexander, Affinity Counseling Services

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

**APPROVAL OF MINUTES OF THE NOVEMBER 16, 2012, BOARD MEETING**
Dr. Pierce moved to approve the minutes, with the revisions, due to scrivener's error, from the November 16, 2012, meeting. Mr. McDonald seconded the motion.

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

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

Dr. Sullivan asked about spikes on seclusion and restraints in the report, and Mr. Hudgens explained that facility staff had analyzed those and reported back to him. He stated that, typically, one consumer with challenging behaviors often accounts for any noted increases. Mr. Hudgens also stated that since the Department's numbers are relatively low, an increase of one or two occurrences could result in a large percentage increase.

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

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | 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: Access2 Counseling Services, P.L.L.C.; H. Chandler & Associates, L.L.C.; Healthy Life Transitions, L.L.C; and Mi-Win, Inc. dba Justin's Lighthouse Recovery Services.

Ms. Wood moved to approve the permit for temporary operation for the above-referenced programs. Dr. Pierce seconded the motion.

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**B. One-Year Certification**

One-year certification was recommended for: Promises, Inc.; and Southern Oklahoma Treatment Services, Inc., Tishomingo.

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

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**C. Two-Year Certification**

Two-year certification was recommended for: CCA Properties of America, L.L.C. dba North Fork Correctional Facility; House of Hope, Inc.; Jim Taliaferro Community Mental Health Center; and Multi-County Counseling, Inc.

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

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**D. Certification with Special Distinction**

Certification with special distinction was recommended for: Ada Area Chemical Dependency Center, Inc.

Dr. Sullivan recognized Ada Area Chemical Dependency Center, Inc. for scoring 100% in all categories at their site visit.

Dr. Vanderslice moved to approve certification with special distinction for the above-referenced programs. Dr. Pierce seconded the motion.

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**Outpatient Mental Health Treatment Programs**

**A. Permit for Temporary Operation**

Permit for temporary operation was recommended for: Cornerstone Counseling & Consulting, Inc.; Kiamichi Youth Services for McCurtain County, Inc.; Muskogee County Council of Youth Services, Inc.; Oklahoma Counseling and Intervention Center, L.L.C.; and Rural Intervention Services Enterprises, P.L.L.C.

Ms. Wood moved to approve the permit for temporary operation for the above-referenced programs. Dr. Pierce seconded the motion.

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**B. Two-Year Certification**

Two-year certification was recommended for: Affinity Counseling Services, L.L.C.

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

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**Eating Disorder Treatment Programs**

**A. Two-Year Certification**

Two-year certification was recommended for: Living Hope Eating Disorder Treatment Center, P.L.L.C.

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

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**Community-Based Structured Crisis Center Programs**

**A. Two-Year Certification**

Two-year certification was recommended for: Counseling & Recovery Services of Oklahoma, Inc.

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

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**Community Mental Health Center Programs**
**A. Certification with Special Distinction**
Certification with special distinction was recommended for: Grand Lake Mental health Center, Inc.

Dr. Pierce moved to approve certification with special distinction for the above-referenced program. Dr. McCauley seconded the motion.

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**Community Residential Mental Health programs**
**A. One-Year Certification**
One-year certification was recommended for: Ada Residential Care, Inc. and Chase E. Inc. dba 3C Old Fashion Boarding House.

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

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

**Programs of Assertive Community Treatment**
**A. Permit for Temporary Operation**
Permit for temporary operation was recommended for: Edwin Fair Community Mental Health Center, Inc., Stillwater.

Ms. Wood moved to approve the permit for temporary operation for the above-referenced program. Mr. McDonald seconded the motion.

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. Pierce | Yes | Ms. Wood | Yes |

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

6th Annual ODMHSAS Prevention & Recovery Conference – Journey of Discovery – (Speaker) – Commissioner White stated that in years past, this conference used to be two separate conferences but has now been combined into one conference. Ms. Wood attended the conference as well.

Administrative Leadership Master's Program Orientation – (Speaker) – Commissioner White indicated that this program is the brainchild of Durand. Leadership has been cognizant of the fact that they need to be thinking about the future leaders of the Department, and Durand has taken the lead on getting a Master's program set up through the University of Oklahoma. This program will assist staff to become our future leaders.

Community Forum Honoring Representative Earl Sears – (Speaker) – Commissioner White was invited to attend a recognition ceremony for Representative Sears in Bartlesville and also spoke to a community forum regarding mental health and substance abuse issues in Oklahoma.

12: Promises....A film event celebrating recovery – (Speaker) – Commissioner White stated that this was a special film screening at the Oklahoma City Museum of Art, Noble Theater, followed by a panel discussion about substance abuse and addiction in Oklahoma. Dr. Sullivan was in the audience and said he felt it was a very moving film.

Diane G. Rafferty, MHA, Chief Executive Officer, Oklahoma State University Medical Center; Kevin Gross, CEO, Hillcrest HealthCare System; Kay Willis, Chief Nursing Officer, Hillcrest Medical Center; Carrie Slatton-Hodges, Deputy Commissioner, Treatment and Recovery Services, ODMHSAS; Gail Lapidus, CEO, Family & Children's Services; Leah Price, Executive Director, Tulsa Center for Behavioral Health – Commissioner White indicated that there have been discussions with these individuals related to the emergency psychiatric services in Tulsa.

Tom Price, Jr., Sr. Vice President – Corporate Development & Government Relations, Chesapeake Energy Corporation; R. Murali Krishna, M.D., President, Integris Mental Health; Reggie Whitten, Co-founder, Whitten-Newman Foundation; and Kelly Fry, Editor, V.P. of News, OPUBCO – Commissioner White noted that this meeting was in conjunction with the meetings that have been ongoing regarding the Emotional Wellness & Addiction Recovery Center.

Steve Mullins, General Counsel, Denise Northrup, Chief of Staff, and Katie Altshuler, Policy Director, Office of Governor Mary Fallin – Commissioner White stated that the Board members will start seeing several of these meetings on her report, as negotiations regarding the Department's budget has begun.

Office of Management and Enterprise Services Budget Hearing – Commissioner White state that budget hearings have begun, and she indicated that Durand Crosby, COO; Steven Buck, Deputy Commissioner of Communication and Prevention Services; along with Juarez McCann, Director of Finance, attend these meetings with her.

Dr. Mary Anne McCaffree arrived at 9:25 a.m.

ODMHSAS Employee Appreciation Banquet – The Employee Appreciation Banquet was held November 30th at the Embassy Suites in Norman. Commissioner White refreshed the Board members on the event, stating that this is a time to recognize the Department's employees for a job well done. She stated that all of our employees are outstanding, but these employees went above and beyond.

All employees, state-wide, are invited to participate in the event and to cheer their fellow peers on as they accept their awards.

Commissioner White indicated that there are seven categories that the staff are recognized for and given awards, plus each facility selects an outstanding staff member as their "Employee of the Year." One of the categories for an award is the "Good Samaritan Award." This year, the award went to Greg Giltner from the Oklahoma City Police Department.

Mr. Fisher and his wife, Dr. McCauley and his guest and Ms. Wood attended the event, and all expressed great pleasure in seeing the impact this has on employee's morale.

Smoking Cessation Leadership Center/SAMHSA State Academy Leadership Conference Call – Commissioner White reported that this was a kickoff call held to help SAMHSA refine strategies in relation to increasing smoking cessation in the behavioral health field. There will be future calls scheduled during the upcoming year.

**DISCUSSION REGARDING REPORT FROM CHIEF OPERATING OFFICER**
Durand Crosby, COO, reported on the following items:

He announced that the 2013 Children's Behavioral Health Conference will be March 27-29, 2013, at the Renaissance Hotel and Cox Convention Center, Downtown Oklahoma City. He invited the Board members to attend.

Leadership Feedback with the Central Oklahoma Community Mental Health Center Staff and Griffin Memorial Hospital Staff – Leadership continues to meet annually with staff from each facility and Central Office. This is an opportunity for staff to bring forth questions/concerns with leadership.

David J. Ware, Division Manager, and Howard Sewell, Senior Consultant, Liberty Mutual Insurance Company - We are working with our worker's comp carrier on developing initiatives to make our facilities safer for consumers and staff.

Administrative Leadership Master's Program Orientation and the Master's of Human Relationship Program Orientation - Durand explained our collaboration

with the University of Oklahoma to train staff towards becoming licensed clinical staff and future administrative leaders.

Dr. McCaffree stated that there was a need for more physicians and that she would be willing to work with the Department in getting a program set up for this purpose.

**DISCUSSION REGARDING THE REPORT FROM THE CORPORATE ACCOUNTABILITY COMMITTEE**

Mr. McDonald stated that the Corporate Accountability Committee met Tuesday, January 22, 2013.

Ms. Cain reported that there are two new advocates in the Advocacy Division. She reported that both come from a clinical background, which has been a helpful and additional perspective to the division. She had no updates to her report.

Ms. Poff updated the group about one investigation that was pending on her report and is now complete. She also provided information on two cases where personnel action was pending.

Mr. McDonald asked questions regarding a case for clarification. Ms. Poff provided additional information which answered his questions.

There were no other questions, and Ms. Poff had no additional information to add and no concerns regarding any cases on her report.

**DISCUSSION AND POSSIBLE ACTION REGARDING THE OFFICE OF INSPECTOR GENERAL REPORT**

Ms. Poff, Inspector General, had no additional information to add to her report

Dr. Pierce moved to approve the Office of Inspector General report. Dr. McCaffree seconded the motion.

ROLL CALL VOTE

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|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. McCaffree | Yes | Ms. Wood | Yes |
| Dr. Pierce | Yes | | |

**DISCUSSION AND POSSIBLE ACTION REGARDING THE OFFICE OF CONSUMER ADVOCACY REPORT**

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

Mr. McDonald moved to approve the Office of Consumer Advocacy Report. Dr. Pierce seconded the motion.

ROLL CALL VOTE

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|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. McCaffree | Yes | Ms. Wood | Yes |
| Dr. Pierce | Yes | | |

**DISCUSSION REGARDING THE REPORT FROM THE PERFORMANCE IMPROVEMENT COMMITTEE**

Mr. McDonald reported on the Performance Improvement Committee meeting held December 19, 2012.

He stated that there were two presentations for the December meeting.

John Hudgens, Director of Provider Certification and Grants Management, presented on the Impacts of Changes in the Certification Process.

He presented information that briefly analyzed the impact of changes in Certification procedures implemented in 2011. An informal study reviewed programs that initially received One-Year Certification under the new rules and how each scored on their subsequent Certification review one year later.

30 programs received a one-year certification (1/28/11 through 11/18/11). This was 43% of the programs that were potentially eligible for a multi-year certification. Results for those 30 programs one year later were as follows:

- 12 achieved a Three-Year Certification (With Distinction or with Special Distinction)
- 7 achieved a Two-Year Certification
- 7 received another One-Year Certification
- 4 were in process at the time of the study, withdrew, or were in revocation.

Overall, 63% of the 30 programs improved scores from the first year. Of those 30, 40% went from a One-Year to a Three-Year Certification.

Mr. Hudgens further reviewed the types of deficiencies that were most frequently cited for programs that did not improve scores. Deficiencies generally related to client rights, confidentiality, service plans, and clinical supervision. The PI process continues as Certification offers technical assistance and targeted training to impact the quality demonstrated by all providers and, in particular, those providers that score in the lower ranges of compliance.

The second presentation was by Nisha Wilson, Director of Specialty Courts. She gave a brief presentation on Outcomes Based Funding in Drug Courts, Saving Money, Saving Lives. She stated that the ODMHSAS Drug Court outcomes-based funding approach maximizes the available resources to support the successful prison-diversion program. Focusing on prioritizing funds to prison-

bound offenders and improvement of participant outcomes helps to ensure the most successful drug court programs receive incentives for continued growth while those not meeting benchmark expectations are provided specific areas in which to improve. By providing drug court team members access to all information used by ODMHSAS in determining funding amounts, the opportunity for self-directed performance improvement increases. Serving as a catalyst for drug court programs to increase creativity in best meeting participant needs, this funding approach encourages community collaborations and program introspection in order to enhance positive outcomes for drug court participants.

The 2013 PI Subcommittee meeting dates were approved, and there was no further business discussed.

**DISCUSSION REGARDING THE REPORT FROM THE FINANCE COMMITTEE**
Durand Crosby, COO, presented the Finance report on behalf of Dr. Haynes, as Dr. Haynes was ill today.

Mr. McCann presented the December 2012 finance report for the first six months of FY13. Mr. McCann explained that the financial reports had been revised from the previous format to simplify the reporting for the board. The first page of the report is the Budget vs. Actual Summary Report of revenues and expenditures. This report depicts the overall budget variance for the Department of Mental Health by major category. The total collections are $4.8 million below projections and the expenditures are $7.4 million under budget for a net variance of $2.5 million under budget or 1.4% variance.

The second page is a fiscal year comparison report that compares last year to this year at the same point in time. The revenue section shows that we've collected $69 million more in revenue than we had at this time last year. This is mainly due to the $118 million transfer of the behavioral health program from the Health Care Authority. Accordingly, in the expenditure section we've spent $71 million more in the program than last year as a result of the transfer.

The next page is a more detailed expenditure report of the major categories from the summary page comparing year-to-date budget to year-to-date actuals. As indicated at the bottom of this page, the agency is $7.4 million under budget in operations.

The following page, (page 4) is the comparison report of budget vs. actual receipts by facility. On this report the Agency is showing total revolving revenues short by $3.2 million. Almost all of the facilities are under their projected collections for the first half of FY13.

Page 5 of the financial report is a comparison report of budget vs. actual by payor source. (Medicaid, Medicare, etc.)

Finally, the last page of this financial report shows each facility's collections and expenditures combined together to show the overall budget status of each facility and whether they are over or under budget in their operations.

Dr. Haynes asked about Jim Taliaferro's deficit of $500,000 and what management was doing about it. Mr. McCann stated that he was working with the facility director on a plan to cut costs and/or increase their revenue. Mr. Crosby also indicated that Leadership was keeping a close eye on the situation.

Mr. McCann also presented two budget revisions that had been processed since the last committee meeting. The two revisions totaled $7.5 million increase in the agency's overall budget. $6.5 million was budgeted for an increase in ETPS payments and $1 million was for new federal grants received.

The Finance Committee recommended approval of the Finance Report and Budget Revisions #3 and #4 as submitted.

There was no new business.

**DISCUSSION AND POSSIBLE ACTION REGARDING MONTHLY FINANCE REPORT**

Mr. McCann stated that the financial report has been revised to simplify reporting to the Board.

Dr. McCaffree moved to approve the Financial Report. Ms. Wood seconded the motion.

ROLL CALL VOTE

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|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. McCaffree | Yes | Ms. Wood | Yes |
| Dr. Pierce | Yes | | |

**PRESENTATION**

Steven Buck, Deputy Commissioner of Communication and Prevention Services, introduced Jessica Hawkins Director of Prevention Services.

Ms. Hawkins explained the Oklahoma Partnership Initiative (OPI):

- OPI is a prevention initiative funded by the Administration on Children and Families designed to increase the well-being of, and to improve the permanency outcomes for children affected by substance abuse.
- The goal of OPI is to intervene effectively and early to prevent and reduce the risks for children associated with parental substance abuse.
- The objectives of OPI will allow for early identification of risk and timely referral for services, which will help improve long-term permanency outcomes for children.

- The project is a partnership between the ODMHSAS and OKDHS.
- Three cornerstones of OPI are: (1) the UNCOPE universal alcohol and drug screen embedded into the OKDHS family functioning assessment, (2) the provision of Strengthening Families Program, and (3) the provision of Solution-Focused Brief Therapy.

**NEW BUSINESS**
There was no new business to discuss.

**ADJOURNMENT**
Dr. McCaffree moved to adjourn the Board meeting. Dr. McCauley seconded the motion.

The meeting adjourned at 10:30 a.m.

ROLL CALL VOTE

| | | | |
|---|---|---|---|
| Dr. McCauley | Yes | Dr. Sullivan | Yes |
| Mr. McDonald | Yes | Dr. Vanderslice | Yes |
| Dr. McCaffree | Yes | Ms. Wood | Yes |
| Dr. Pierce | Yes | | |

Mary Anne McCaffree, M.D.

Andy Sullivan, M.D.

Larry McCauley, Ed.D.

Ronna Vanderslice, Ed.D.

Mr. Robert McDonald

Gail Wood

Dr. Paul Pierce