



*A Community Mental Health / Developmental Disabilities / Addictive Diseases Program*

*Administration  
P.O. Box 5328  
2100 Comer Avenue  
Columbus, GA 31906*

*(706) 596-5588  
FAX (706) 596-5589*

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**NEW HORIZONS BEHAVIORAL HEALTH  
BOARD OF DIRECTORS**

June 10, 2019                      Conference Room B – 3:30 p.m.

Members Present:                David Ranieri, Joseph Williams, Nancy Schroeder,  
Sherrell Terry, Sandra Gill, Ed Harbison  
Edwina Turner, and April Hughes

Members Excused:              Karen Johnson, LaVerne Chaffin, Linda McElroy,  
and Damon Hoyte

Staff Present:                     Andrea Winston, Lyn Campbell, Valerie Bowden,  
Randall Newberry, Susan Gallagher, Cyndy Pattillo,  
Kenyetta Plummer, Elizabeth Mercer, Nikita Owens,  
Hunter Miller, Jacqueline White, and Molly Jones

**CALL TO ORDER:**            The meeting was called to order at 3:30 p.m.    A quorum was established at that time.

**RECOGNITION OF GUEST(S) ATTENDING TODAY'S MEETING:**    Mack Moye, Stewart County Manager.

**\* SECRETARY'S MINUTES (Approval of May 13, 2019 minutes):**    M/S/P Joseph Williams/Sherrell Terry to approve the minutes of May 13, 2019, Board approved.

**FINANCIAL REVIEW:**        Valerie Bowden reported we are still in the process of closing the month of May and the May financial report will be presented at the next board meeting. The current days Cash on Hand as of 5/31/19 is 5.51 days, down from 6.87 days last month. The partnership that we have with HealthCare Staffing (HCS) to provide staff for programs pays employees every two weeks, so there are two months a year that we receive 3 invoices from HCS. May was one of those months which caused the dip in cash. We will see this come back up in June.

New Horizons' employee health benefits, the State Health Benefit Plan (SHBP), is provided through the State Office of Planning and Budget (OPB). We received a notice from OPB that there would be a SHBP employer contribution holiday for the month of June. This means that we will not incur the expense for the employer portion of the June health insurance benefit. This is approximately \$163,000 for New Horizons. Shortly after we received this notice, we received notification that DBHDD would be reducing their funding for health benefits by \$161,000 for the month of June. So, New Horizons would not receive any benefit of this reduced health benefit expense. DBHDD does fund a portion of the health benefit expense. For the ten months ended April 30, New Horizons Health Benefit expense was \$1,745,645, and the DBHDD Health Benefit funding through April 30 was \$791,681, only covering 46.14% of the expense. The Georgia Association of Community Service Boards (GACSB) is working with DBHDD on behalf of the CSB's. We are waiting on the outcome.

**CARF SURVEY – 2019:** New Horizons received a three-year accreditation by the Commission on Accreditation of Rehabilitation Facilities (CARF) in the fall of 2016 and our next survey is coming soon. Surveyors will review our environment, policies, and services in the areas of Employment and Community Services (Developmentally Disabled services) and Behavioral Health (Mental Health and Substance Abuse services). CARF Standards encompass all areas: Administration, Finances, Risk Management, Leadership Planning, Environment, Goal Setting, Assessment, Treatment Planning, Treatment Delivery, Outcomes, Treatment Documentation, Complaints, Incidents, and Input from Stakeholders. The survey (taking place in the September-October window) will last three days and we expect six surveyors. Board members are invited to the Opening Conference and will meet with the Administrative Surveyor afterwards for interviews and are also invited to the Exit Conference on the third and final day. Once the survey is complete, we will receive a complete QIP (Quality Improvement Plan) within 90 days, continue our Performance Improvement process to ensure compliance, continue to improve our weaknesses, and get ready for our next survey in 2022. Board members will be notified of the survey dates as soon as they are announced.

**GEORGIA APEX ANTI-STIGMA EVENT/AWARD:** During Mental Health Month in May, our Chattahoochee County Georgia APEX program held an Anti-Stigma Balloon Release, worked with the school media department to include topics on mental health and wellness in their messaging, and teachers incorporated mental health wellness activities and lessons into their classrooms. APEX staff Nikita Owens and Hunter Miller accepted an award from the Chattahoochee County School District in appreciation of New Horizons as a wraparound services stakeholder for child mental health and well-being. The award was presented to Board Chairman David Ranieri by Ms. Owens and Ms. Miller in today's meeting, who accepted it on behalf of New Horizons. Mr. Ranieri and the Board commended the APEX staff on a job well done.

**BOARD MEMBER TRAINING – BOARD COMPOSITION:** To better understand the history of Community Service Boards and the role of Board Members, information on Board Composition was presented in today's meeting. Passed in 2014, SB349 modified the composition of the membership of the governing Boards of CSBs to include elected officials and allowed for additional oversight by the DBHDD Commissioner. The composition consists of representation by county, one optional member, three members holding concurrent elective or appointive office, diversity requirements, and persons ineligible to serve on a CSB governing Board.

A list of the current Board members and their position was included. There is a vacant representative position from Harris County and members were encouraged to consider a possible candidate for that role and to think about future candidates as members terms lapse or are unfilled.

**DEVELOPMENT/MARKETING UPDATE:** Susan Gallagher announced several contracts and grants New Horizons has applied for and the status of each. A new project in progress is the Ability Garden that will provide the opportunity for individuals at the Columbus I/DD Service Center to develop their gardening skills and create friendships with local Master Gardeners and Garden Club members. Partners include: Cascade Hills Church, Columbus Botanical Gardens, and the UGA Extension Master Gardener Program. Cascade Hills provided a new paved walkway to the garden area. The garden will be a place for plants and people to grow. Facebook fan numbers continue to rise based on several popular posts in May. DBHDD sponsored trainings are being held at New Horizons, topics include Youth and Adult Mental Health First Aid and Suicide Risk/Intervention. The 4<sup>th</sup> Annual Run4Recovery is scheduled for Saturday, September 7<sup>th</sup> at 11<sup>th</sup> and Bay. Other upcoming community events are Market Days, National HIV Testing Day, and Back to School bashes in several of our counties.

**AGGREGATED INCIDENT REPORT ANALYSIS:** New Horizons is strongly committed to protecting the welfare of those who seek our services and to offer quality, professional care in a safe and humane environment. The agency is dedicated to delivering the highest quality of services in an ethical environment that is respectful to the rights and confidentiality of each individual served. The Aggregated Trending Report is a tool that assists the agency in ensuring the health and safety of individuals and staff, and identifies areas for program improvement. Deaths and critical incidents are reportable to DBHDD and internal incidents are used as a performance improvement tool to enhance services and safety for individuals and staff. Incidents are reported by category and type and are subject to further analysis. Any allegations of abuse, neglect, or exploitation are investigated. The Corporate Compliance Department is charged with oversight of all reporting to DBHDD. Kenyetta Plummer is the Compliance Director and Lowanna Richardson maintains the reports and collects the data for Critical Incidents, Internal Incidents, and Individual Rights Complaints. This data is used to identify trends, and a quarterly Performance Improvement Report is prepared for the Individual Rights and Clinical Care Committees. Total incidents agency-wide for FY18 was 320 while, as of June 1, we are currently at 216 for FY19. Extensive changes have occurred with reporting and an electronic system "ROCI" was implemented for a more effective reporting process. A Safety Plan, strategic in promoting incident intervention and prevention that formulates as a corrective action plan (CAP), is now required with certain reporting types. Medical issues and falling are the most frequent incident types across the agency. Kenyetta gave an example of a recent neglect complaint where it was reported that three individuals were left unattended in a DD residential home. An investigation and CAP resulted from this incident. Board members commented that the number of incidents is relatively low compared to the number of individuals we serve and emphasized the importance of sharing this data to see how situations are handled and addressed to prevent future incidents.

**PRESENTATION – SKY CLUBHOUSE SUMMER PROGRAM:** Elizabeth Mercer, Program Director, reported that SKY Clubhouse is a mental health resiliency support clubhouse that serves children ages 6-11 with a mental health diagnosis. Their goal is to help children overcome the isolation and stigma of having a mental health disorder by providing them with skills necessary to effectively communicate, solve problems, make decisions, and control their anger so that their problematic behaviors improve at home and school. Services offered include group and individual counseling, case management, family involvement, access to nursing care, assessment, and psychiatric services through the Child and Adolescent Clinic, and many social activities. Meditation and yoga are also incorporated into their treatment. The Summer Program kicked off the first day of summer break with a fun-filled day of games, art projects, a bounce house, and a cookout. Nine children graduated from the aftercare program and parents were educated on the top three mental health diagnoses (Attention Deficit/Hyperactivity Disorder, Intermittent Explosive Disorder, and Oppositional Defiant Disorder) for children in the program and strategies they could use in the home to address problem behaviors. Social outings give the children a great opportunity to work on decision-making and communication skills, conflict resolution, and improving their social skills. Bare Ware Pottery, Launch, Sky Zone, bowling, movies, museums, Wild Animal Safari, and lunch outings are some of the fun events planned for the summer. They are also busy working on the STEAM bottle cap art project that is due for completion next month. SKY Clubhouse currently serves 27 children, with a capacity of 50 and they partner with eleven Muscogee County schools for referrals.

**ANNOUNCEMENTS:** The GACSB Board of Directors Strategic Planning Retreat will be held August 26-28 at Brasstown Valley Resort and Spa and the GACSB Educational Exchange is October 27-29 at Callaway Gardens Lodge and Spa. Board members were encouraged to attend these events and should submit their names soon if interested.

The GACSB is looking into the possibility of a joint venture among the CSBs for electronic medical records (EMR) services and employee staffing opportunities. Strength in numbers would improve our buying power and save money in these two challenging areas for CSBs.

No Board meeting is scheduled for July, our next meeting is August 12, 2019.

**PUBLIC COMMENT:** No public comments were presented.

**ADJOURNMENT:** There being no further business, M/S/P Joseph Williams/Edwina Turner to adjourn the meeting at 4:52 p.m., Board approved.



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David Ranieri  
Chairperson