

BOARD OF MENTAL HEALTH AND
SUBSTANCE ABUSE SERVICES
March 8, 2002

MINUTES

Board Members Present:

Dwight Holden, M.D., Chair
Beverly Eubanks
LaVern Phillips
Jack E. Turner
Rose Mary Shaw, LCSW
Bill Crowell, M.D.
Michael Smith, Ph.D.

Others Present:

Terry Cline, Ph.D. – ODMHSAS	Peggy Wilson – ODMHSAS
Suzi Powell – Enid YWCA	George Weber – Quapaw Tribe Substance Abuse
Linda Winton – ODMHSAS	Ann Lowrance – ODMHSAS
Ron Garner – ODMHSAS	Melissa Lange – ODMHSAS
Kevin Evans – WPYFS	James Fox – Avalon
Clinton Johnson – Avalon	Marcia Smith – OCADVSA
JD Johnson – City of Bethany, Mayor	Jami Campisano – ODMHSAS
Steve Norwood – WSPC	Albert Gibbs – Children’s Center
Rebecca Wilson – Family & Childrens	Donald Abbott – Tri-City Youth & Family
Rosemary Brown – ODMHSAS	David Heath – Children’s Center
Pam McKeown – ODMHSAS	Janice Stevens – Eagle Ridge Family
Charles Danley – GLMHC	Rand Baker – ODMHSAS
Jackie Jordan – NADTC	Joey Shaw – Edmond Family Services
Carol Ladd – ODMHSAS	Meredith Martin – ODMHSAS
Dan Galloway – City of Bethany	Helen Cole
Tammy Powell – OYC	Lydia Norie
Ellen Phillips – House Staff	Gregory Potts – Daily Oklahoman
Ben Brown – ODMHSAS	Peggy Jewell – ODMHSAS
Jack Burden – NAMI	David Statton – ODMHSAS
Tonya Salazar – ODMHSAS	Bill Burkett – ESH
Dick Virtue – HAIC	Terri White – ODMHSAS
Julie Massie – ODMHSAS	Rene’ Ryan – TSHA
Glenna Jones – NACAR	Tanya Kemp – CDCA
Sherry Windsor – Women’s Haven	Jeanette Whitehill – ORALA
Mike St. Armont – NARACON	Bill Marion – ODMHSAS
Tamara Dean – Abbott Labs	Ray Schan – Abbott Labs
Evelyn Danner – Family Res. Center	Jennifer Glover – Marie Dettie Y&F
Michelle Boatright – Family Res. Center	Bob Carpenter
Don Cohn	Bill Slant
Kaye Rote – OMHCC	James Burdine – New Beginnings RCF
Charles Guthrie – ACADA	Craig Kavanaugh – Windgate
Tamiko White – Union City Juv. Ctr.	Lawrence Ellis – Open Options, Inc.
Paul Faulker – NWDCS	Walt Hendrick – Moore Alcohol/Drug Center
Leslie Gilkeson – ODMHSAS	

CALL TO ORDER

Dr. Holden called the March meeting to order and introduced Julie Massie, Deputy Commissioner for Domestic Violence/Sexual Assault Services, Rand Baker, Deputy Commissioner for Mental Health Services with congratulations. Dr. Holden also introduced Representative Phillips and Senator Helen Cole who were also in attendance.

APPROVAL OF MINUTES

Mr. Phillips moved to approve the minutes of the February 4, 2002. Dr. Smith seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

DISCUSSION AND POSSIBLE ACTION REGARDING PROGRAM CERTIFICATION RECOMMENDATIONS

Alcohol and Drug Treatment Programs

A. Temporary Certification

Temporary certification was recommended for Native American Center of Recovery, Inc., Open Options, Inc., Quapaw Tribal Family Services, and Western Plains Youth and Family Services, Inc.

Mr. Phillips made a motion to approve temporary certification for these programs. Dr. Crowell seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

B. Certification

Certification was recommended for Eagle Ridge Institute, Inc. dba Eagle Ridge Family Treatment Center, Edmond Family Services, Great Plains Youth and Family Services, Inc., Marie Detty Youth and Family Services Center, Inc., Norman Alcohol and Drug Treatment Center and Phoenix Management Services, LLC.

Dr. Smith moved to approve the above programs for certification. Mr. Phillips seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

C. Conditional Certification

Conditional certification was recommended for Community Development Support Association, Community Impact Family Services, Inc., Multiple Addiction Recovery Center, Inc. and Southern Corrections Systems, Inc. dba Union City Juvenile Center.

Mr. Phillips made a motion to approve conditional certification for these programs. Mr. Turner seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

D. Extension of Temporary Certification

Extension of temporary certification was recommended for Southern Corrections Systems, Inc., Riverside Intermediate Sanction Unit.

Mr. Phillips made a motion to approve temporary certification for the above referenced program. Ms. Eubanks seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

E. Denial of Certification

Based on pending litigation Broadway Place LLC dba Windgate has requested action on this application be tabled.

Dr. Crowell moved to table the denial of certification pending the litigation outcome in district court. Dr. Smith seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

Domestic Violence/Sexual Assault Programs

A. Certification

Certification was recommended for Women's Crisis Services of LeFlore County and YWCA of Enid Option House.

Mr. Phillips moved to approve these domestic violence/sexual assault programs for certification. Dr. Smith seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

B. Conditional Certification

Conditional certification was recommended for Seminole County Domestic Violence Association, Inc. dba Family Resource Center of Seminole County.

Mr. Phillips moved to approve conditional certification for the above domestic violence program. Ms. Eubanks seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

C. Extension of Conditional Certification

Extension of Conditional Certification was recommended for the Community Crisis Center, Inc.

Deedee Cox, Director of the Community Crisis Center, Inc., explained the facility had been awarded the HUD Grant and improvements should be completed within thirty days.

Mr. Phillips moved to approve extension of conditional certification for Community Crisis Center, Inc. Dr. Smith seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Out
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

Community-Based Structured Crisis Center Programs

A. Certification

Certification was recommended for Grand Lake Mental Health Center, Inc. and Oklahoma County Crisis Intervention Center.

Dr. Crowell addressed the space issue for the OCCIC. Dr. Cline explained he is working on a solution and will have more definite information available at the next Board meeting.

Dr. Holden requested both of these facilities in keep him informed of the transitions and development of community-based services.

Mr. Phillips moved these programs approved for certification. Dr. Smith seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Abstain
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

Community Mental Health Center Programs

A. Temporary Certification

Temporary certification was recommended for Family and Children's Services Mental Health Center, Inc.

Mr. Phillips moved to approve temporary certification for this program. Ms. Eubanks seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

Community Residential Mental Health Programs

A. Temporary Certification

Temporary certification was recommended for Lake Francis Residential Care Home, LLC.

Mr. Phillips moved to approve temporary certification for the above community residential mental health program. Ms. Eubanks seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

B. Certification with Commendation

Certification with commendation was recommended for Dow Residential Care Facility and Green Country Behavioral Health Services, Inc. dba Parkview Residential Care Facility.

Mr. Phillips moved to approved certification with commendation for these programs. Dr. Crowell seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

Dr. Holden congratulated these programs for receiving certification with commendation.

Certification

Certification was recommended for New Beginning Assisted Living Home.

Mr. Turner moved to approve certification for New Beginning Assisted Living Home. Mr. Phillips seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

DISCUSSION AND POSSIBLE ACTION REGARDING CRITICAL INCIDENT REPORTS

Ms. Martin had no additional comments to the critical incident report.

Dr. Crowell praised Ms. Martin for doing a good job on the incident report. Dr. Crowell requested Ms. Martin to attend the Performance Improvement meeting on March 21 to discuss performance improvement in terms of suicide and homicide that occur at the various centers.

Dr. Smith moved to accept the critical incident report. Ms. Shaw seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

DISCUSSION AND POSSIBLE ACTION REGARDING REPORT FROM COMMISSIONER

Dr. Cline emphasized we are in the mist of a legislative session, there is great deal of time being taken to address those legislative issues. The entire staff is involved and putting fourth great effort to make sure the legislature has the information they need to make decisions. Dr. Cline thanked Beverly Eubanks for being present at several of the functions at the capitol as a representative for the Department.

Ms. Eubanks moved to accept the Commissioner's report. Dr. Smith seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

DISCUSSION AND POSSIBLE ACTION REGARDING REPORT FROM CHIEF OPERATING OFFICER

DISCUSSION AND POSSIBLE ACTION REGARDING REPORT FROM FINANCE COMMITTEE CHAIR

Mr. Phillips reported the Department has taken a 1% budget cut and is hopeful the Department will be exempt from further reduction as recommended by the Governor. The staff has been working closely with the director's of the State Operated facilities to put together a target proposal with 5% and 10 % cuts that has been distributed to the Legislators.

Mr. Garner discussed the \$1,552,225 (1.04%) budget cut in January by the Office of State Finance. The Office of State Finance will reduce the budget by 6.6% in March, 4% April, 4% May and 4% in June which will be an additional \$724,000 reduction. Mr. Statton and Commissioner Cline have implemented a hiring and purchasing freeze to ensure these funds are available at the end of the year.

Mr. Phillips requested Board approval for the Department of Mental Health and Substance Abuse Services to enter into a lease purchase agreement with the Oklahoma Capital Improvement Authority for a term not to exceed twenty years for the construction of a Forensic Substance Abuse treatment facility on the ground of Eastern State Hospital in an amount not to exceed \$1,500,000.

Mr. Phillips requested Board approval pursuant to 43A O.S. § 2-107 for the Department of Mental Health and Substance Abuse Services to grant an overhead and underground utility easement to Public Service Company of Oklahoma on the Department's property located at E. 31st North in Tulsa where the Tulsa Women's Center will be located.

Mr. Phillips made a motion to accept these requests. Mr. Turner seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

DISCUSSION AND POSSIBLE ACTION REGARDING MONTHLY FINANCIAL R EPORT

The budget stands with 4.9% remaining unobligated compared to 8% at this time last year. It's interesting to note private the unencumbered amount for private substance abuse programs last year was \$6 million, this year it is \$4.3 million. We are still projecting a budget shortfall at Griffin Memorial of (\$280,000). The shortfall is attributed to excessively high bed utilization and \$650,000 projected short fall in newer generation drugs. Mr. Statton and Mr. Garner met with Griffin staff and formulated a plan to address the problem by recognizing additional revenues for goods and services provided to related facilities.

Mr. Garner reported the Department has a \$175,000 in the revolving revenue account.

Mr. Phillips moved to approve the financial report. Ms. Shaw seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

**DISCUSSION AND POSSIBLE ACTION REGARDING PERSONNEL ISSUES.
POSSIBLE EXECUTIVE SESSION AS AUTHORIZED BY 250.S. § 307 (B) (1)**

Dr. Cline recommended appointment of Ghulam Hossen Kashef, M.D. as a part time staff Physician at the Oklahoma County Crisis Intervention Center and Jeannie M. Helmbright, M.D. as a full time Psychiatrist at Western State Psychiatric Center.

Mr. Phillips made a motion to accept these appointments. Ms. Shaw seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

PRESENTATION REPORT FROM THE DEPUTY COMMISSIONER FOR SUBSTANCE ABUSE SERVICES

Deputy Commission, Ben Brown, reported the Department has requested grant money to fund a substance abuse advocacy group. Mr. Brown reported that President Bush is allocating more money to direct treatment, that possible could affect the support of prevention recovering community support organizations.

Mr. Brown gave a presentation on The Problem: Substance Abuse in Oklahoma/The Solution: High-Quality Treatment Services. Although 20,000 Oklahomans need treatment for illicit drug use, more that 130,000 adults and another 15,000-20,000 adolescents need treatment for alcohol addition. Beer is the number one beverage associated with alcohol addition. Tobacco addition is another major problem in Oklahoma; Oklahoma has the ninth highest percentage of smoking-related deaths in the nation. Action plan and goals include improve the assessment process, expand the continuum of care, establish mechanisms to provide wraparound services to ensure holistic treatment, expand treatment options by incorporating diverse approaches and methodologies and develop mechanisms to demonstrate program effectiveness, create clinical management mechanism for the statewide substance abuse system, enhance the financial management capacity, enhance fiscal monitoring capabilities,

expand the use of contracts as a management tool and enhance resources available to fund substance abuse services.

In summary, the next step is to implement strategies to accomplish specific clinical and system goals, the implementation of which has already begun. Many of the suggested strategies – such as training and consultation – will be performed on an ongoing basis.

DISCUSSION AND POSSIBLE ACTION REGARDING ADMINISTRATIVE RULES FOR TITLE 450, CHAPTER 17, AND CHAPTER 18

Linda Winton, Policy Analyst, provided rule amendments as a part of the Department’s review and revision of its rules in compliance with the Administrative Procedures Act. Chapter 17 - Standards and Criteria for Community Mental Health Services Centers, and Chapter 18 – Standards and Criteria for Substance Abuse Services.

Chapter 17: These rule amendments are made as a part of the Department’s review and revision of its rules in compliance with the Administrative Procedures Act. These actions are intended to simplify the process for compliance determination; clarify areas of past confusion or misunderstanding; enhance service provision requirements; quantify mandates; promulgate rules for a new treatment initiative; amendment or repeal of rules; delete redundant or superfluous language; and correct scrivener’s errors.

Dr. Crowell moved to approve Chapter 17. Dr. Smith seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

Chapter 18: These rule amendments were made as a part of the Department’s review and revision of its rules in compliance with the Administrative Procedures Act. These actions are intended to simplify the process for compliance determination; clarify areas of past confusion or misunderstanding; enhance service provision requirements; quantify mandates; amendment or repeal of rules; delete redundant or superfluous language; and correct scrivener’s errors.

Oklahoma Substance Abuse Alliance Services Association expressed a concern relevant to the treatment hours for the halfway house level of care. In a halfway house support group meetings will no longer be counted for treatment hours. Ms. Winton explained this concern was communicated with individuals responsible for proposing rules. The concerns will be submitted to the Department in writing, and taken under advisement for the next year revisions.

Mr. Brown explained the changes are being made due to the concerns of CSAT. The standard has not increased the number of treatment hours, but will no longer allow facilities to count the support groups for the six hours. The Department does not pay for 12 steps of recovery and support groups, which are available for free, but pays for actual treatment. Dr. Cline believes the other treatment provided by the facilities such as safety, job readiness, etc., are essential, but feels the minimum standard should be 6 hours of treatment per week.

Mr. Phillips moved to approve the changes to chapter 18. Ms. Shaw seconded the motion.

ROLL CALL

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

DISCUSSION AND POSSIBLE ACTION REGARDING THE PATIENT ADVOCATE REPORT. POSSIBLE EXECUTIVE SESSION AS AUTHORIZED BY 25 O.S. Sec. 307(B)(4) and (7)

Tonya Salazar, Advocate General, had no additional comments to her report.

Discussion ensued about the current format of critical incident reporting and the advocate report. Dr. Holden would like the central office to come back to the Board with some specific recommendations about how better to track the data of concern from critical incidents and the patient advocate report in a way the Board can follow and also to make sure this information is appropriately funneled to the Performance Improvement Committee for review. Dr. Holden also suggested an educational presentation at a future Board meeting would be extremely helpful. The agenda will be changed for the next meeting which will place the advocate report in conjunction with to have the certification and critical incident reports for a trial basis to see if the flow is better.

Dr. Smith moved to accept the Advocate General's report. Ms. Shaw seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

NEW BUSINESS

Dr. Holden announced the appointment of the new Board members, Mary Anne McCaffree, M.D., Physician, Larry McCauley, Ed.D., Psychologist and two new additional appointments Sue Buck, Attorney and Dorothy Logan, Lay Member.

Dr. Cline wanted to make the Board aware that the State Operated facilities, when renewing their Medicare contracts, are required by the Oklahoma Health Care Authority to submit a list of board members containing names, social security numbers and birthdates. The Oklahoma

Health Care Authority screens all board members for sanctions with this identifying information.

Dr. Holden announced the next Board meeting will be May 10th at Doctor's Hospital in Tulsa.

ADJOURNMENT

Dr. Smith moved to adjourn the March meeting. Ms. Eubanks seconded the motion.

ROLL CALL VOTE

Dr. Crowell	Yes	Ms. Eubanks	Yes
Dr. Holden	Yes	Ms. Shaw	Yes
Mr. Phillips	Yes	Mr. Turner	Yes
Dr. Smith	Yes		

Dwight Holden, M.D., Chair

Bill Crowell, M.D.

Beverly Eubanks

Rose Mary Shaw, LCSW

Jack Turner

LaVern Phillips

Michael Smith, Ph.D.

PW 3-20-02