



**JBH EXECUTIVE BOARD
 MEETING MINUTES**

MEETING DATE: February 23, 2009 – 1:00 – 4:00

MEETING LOCATION: JBH Conference Room

BOARD PRESENT: John Elliott – Klamath County (by telephone); Dave Toler – Josephine County; Dave Gilmour – Jackson County

JBH STAFF: Dave Bast, Bob Furlow, Mike Sewitsky, Patty Terhune,

COUNTY MENTAL HEALTH DIRECTORS: Ginger Swan, Coos County; Maureen Graham, Jackson County

COUNTY STAFF: Karla McCafferty; Options

GUESTS: Paul Nolte – JBH Counsel; Paul Nielson – Isler & Company

Board Chair Commissioner Elliott called the meeting to order at 1:07 p.m. and asked for introductions.

CONSENT CALENDAR – Consent calendar tabled due to lack of quorum.

Minutes of Board Meeting 01/27/09
JBH Update Report
Dave Bast stated no action was required on the report; that it is just an update for the Board as to current activities at JBH.
Credentialed Status of JBH Counties and Contracted programs
Bob Furlow explained that this item was placed on this month's consent agenda. The Board voted it on it February and by approving this month's Consent Agenda would formally approve that action item.
Commissioner Elliott pointed out that this would have to be delayed. He asked the status of the other Board Members which Dave Bast provided an update on their inability to be at today's meeting.

ACTION ITEMS

2007/08 Auditor's Report
Paul Isler explained the SAS ("Statement on Auditing Standards") 114 Letter from Isler CPA in detail. He gave a detailed presentation of the results for the 2007/08 audit. He recapped by suggesting JBH begin having someone in a higher position review the journal entries, that JBH adopt a timeline policy as to when bills can be submitted by Providers, and also look at moving into a new software for its accounts payables.
Commissioner Gilmour commented that he thinks it would be appropriate for JBH to adopt such a policy. Bob Furlow suggested

that the Board set a policy that as soon as the audit is accepted that that is when there would be a hard close on billings; there should be a soft close of potentially 90 days following the end of the fiscal year. Paul Isler commented that this would be a good idea.

Following discussion around billings coming in late, it was decided that JBH would develop a billing policy based on these kinds of timelines and includes language specific to denials and appeals.

Commissioner Toler asked Mike Sewitsky if he had any idea for the ending fund carryover if JBH is going to improve their situation at the end of this fiscal year. Mike stated that it depends on the funding from the State and the capitation.

Action: JBH to develop a policy and procedure for billing timelines and appeals.

REPORTS

IGA and Bylaws Revision – Paul Nolte

Paul Nolte explained the revisions made to the IGA in detail.

Commissioner Gilmour suggested that under the definition of Executive Committee that instead of referring to a specific number of counties that it just state "...one county commissioner from each of the counties...". That way if a county chooses to leave you don't have to revise that section of the IGA.

Commissioner Toler asked if Section 5.3 on a quorum and if should be stated for both the Full and Executive Board. It was decided that the Bylaws would be changed to reflect a quorum to be a simple majority of the quorum. Definitions for a quorum for both the Full Board and the Executive Committee will be consistent in both documents.

The Board discussed changing the meeting frequency from a monthly basis. Commissioner Elliott stated that he is not comfortable with switching to a quarterly as he would like to continue the relationship building that has been ongoing with JBH and its stakeholders. Commissioner Toler and Commissioner Gilmour agreed with Commissioner Elliott.

Dave Bast asked that if there is not a quorum at the Annual Meeting can the voting take place electronically. Paul Nolte explained that Public Meeting law does allow for that and explained in detail how that works and the steps that would need to be taken to accomplish that.

Paul Nolte explained the revisions to the Bylaws in detail. Commissioner Toler asked if it was necessary to even show Douglas County. Commissioner Elliott stated that he agreed and suggested it be removed all together. It was suggested that the language be changed to state any county that signed the Inter-governmental agreement. Under Article IV, Section 3 the word "appointed" be changed to "selected".

Paul closed by stating he would make the suggested changes to the IGA and Bylaws and submit them for a second review. He explained that the IGA would need to be presented to each of the Counties and its Commissioners and the Bylaws need to be presented to the Full Board at JBH's Annual Meeting.

Board Counsel Report

Paul Nolte paid compliment to JBH's management staff and their professionalism. He commented that is some stability at the staff level that he hasn't seen at JBH in a long time and he is very pleased with the way things are going.

Dave Bast asked Paul to share anything the Board would need to know with Douglas County leaving. He stated that he considers it to be complete from the legal point but that he understands there are some financial issues still outstanding. Bob Furlow explained that even know the agreements state all payments would be final as of 12/31/08 but, at the suggestion of JBH's Financial Manager, those payments will in fact stop as of 3/31/09 instead. He explained that JBH's TPA for claims has been notified of this and they have been instructed to submit final data via electronic copy to Douglas County for their records. Dave Bast stated that JBH wanted to be that Douglas County was given ample time to submit billings and be paid for those claims.

Mike added that multiple requests have been made for GOBHI's audit report but have gone unanswered. This is needed before any potential remaining funds can be sent to Douglas County.

Commissioner Gilmour suggested that a formal agreement be put in place to prevent any future requests for payments. Dave Bast explained that this was already done by Paul Nolte in the agreement with GOBHI and could be further solidified by the

policy that JBH will create on billing/payment timelines.

Wraparound White Paper

Dave Bast explained that this paper was created in order to give the Board a more clear understanding of children's wraparound. He stated that the counties with JBH are in fact working with wraparound services and it may be more of a matter of coding services properly.

Commissioner Toler asked if this means that JBH could potentially receive additional funding. Maureen Graham explained that its not additional funding but rather the use of a code that is for encounter only; no fee attached. The group discussed ways to reflect that services already being delivered fit under the wraparound umbrella. Because of inconsistencies between Medicaid codes and what of that fits under wraparound.

The group discussed how JBH and its stakeholder can adequately reflect that wraparound services are in fact being delivered in the region.

Dave Bast explained that another area wraparound services is being discussed at the State level is around adult services. Commissioner Gilmour expressed concern over the potential of Rogue Valley Medical Center Psychiatric Unit being able to continue with its current financial situation and what affect that could have on the region. Dave Bast expressed that same concern and added that Bay Area hospital is in the same situation. Bob Furlow explained that he and Dave Bast have already been discussion on the potential impact these could have on the region.

Commissioner Toler asked if the idea wraparound is on a sort of pause. Dave Bast stated that in all fairness to the counties it is on a pause in order to allow some time to look at things already in place in the region that are in fact a part of the wraparound concept.

Financial Report

Mike Sewitsky provided a detailed financial report the period of 07/01/08 to 01/31/09. He explained that a supplemental budget will be presented in April to adjust for some of the losses and surpluses.

The group discussed potential financial outcomes depending what comes out of the Stimulus package and State Budget cuts.

EDUCATION

Delegated Activities Review

Bob Furlow explained that a part of the reporting requirements under the MHO Contract with the State is a list of delegated activities. Following JBH's audit with Acumentra, it was pointed out that JBH delegates a lot activities to its counties. He explained that JBH is now working with the counties to fine tune the oversight audit of those delegated activities. He also explained that all of the counties under JBH will go through a site visit by the State by September 2009. Dave Bast added that as more Medicaid monies flows into the system a stronger emphasis on accountability comes along with it. JBH hopes that by partnering with its counties on auditing these delegated activities it will become a useful process when audits are done by AMH.

Commissioner Gilmour asked if JBH is seeing any sort of repetitive patterns where people aren't doing the proper documentation and where training might help improve that. Bob Furlow stated one of the first things he seen was the need for better data management and that JBH has already begun some training with County staff on data management and code usage. Dave Bast added that this last year one thing that was spotted in several cases was that the charting was not containing the right information to verify payment. The counties were very cooperative in correcting this. He also stated that proper coding has been an issue and JBH needs to work on this with its Providers.

Region V Update – Treven Whitney

Dave Bast explained this item is being tabled in order to allow Treven Whitney to present when all Board members are present.

PUBLIC COMMENT

None.

ADJOURNMENT

Meeting adjourned at 2:35 p.m.