



South Georgia Community Service Board Meeting Minutes
Cook Outpatient Clinic
Tuesday, October 22, 2024 2:00-3:00pm

Members:
X= Present
A= Absent
E= Excused
C= Call in

X	Mr. Connie Graham, Ben Hill County	X	Judge Judy Mullis, Lanier County (Elected Official)
E	Ms. Gerry Folsom, Brooks County <i>Secretary/Treasurer</i>	X	Major Arel Valdez, Berrien County
A	Commissioner Audie Rowe, Cook County, Elected Official	A	Ms. Cindy Vickery, Lowndes County, <i>Vice-Chair</i>
X	Mr. Randy Lane, Cook County, <i>Chairman</i>	X	Mr. Chris Griffin, Tift County
X	Dr. Emethel Mizell, Irwin County	X	Ms. Juretha McMillian, Turner County
X	Pam Cartwright, Chief Executive Officer	X	Dr. Jaymal Patel, Chief Medical Director
X	William Huling, Chief Financial Officer	X	Paivi Parssinen, Chief Quality Officer
X	Mallory Sims, Chief Clinical Officer	X	Marcy Crews, Chief Compliance Officer
X	Toni Quimby, CCBHC Project Director		
X	Rachel Palmer, Region 4 Coordinator, DBHDD	X	Timothy Hester, Developmental Disabilities Regional Services Administrator, DBHDD
X	Candice Ingram, Executive Assistant		

Mission	Vision	Values
<i>Empower hope and wellness through exceptional personalized care.</i>	<i>LBH envisions communities free of stigma built on compassion and hope, bridging mental and physical health.</i>	<ul style="list-style-type: none"> • <i>People</i> • <i>Access</i> • <i>Accountability</i> • <i>Quality</i> • <i>Collaboration</i>

Agenda Items	Discussion	Follow-up Actions
1. Welcome	<ul style="list-style-type: none"> Mr. Lane called the meeting to order and welcomed everyone in attendance. 	
Chairman Report: 1. Mission, Vision, and Values 2. Approval of Agenda 3. Approval of Minutes 4. CSB Subcommittee Updates	<ul style="list-style-type: none"> At Mr. Lane’s request, Ms. Cartwright reviewed the Mission, Vision, and Values. Mr. Lane advised that the agenda for today’s meeting was placed in the CSB Member Shared Folder for review. Mr. Griffin made a motion to approve the agenda as written. Ms. Mullis seconded the motion. The agenda for today’s meeting was unanimously approved. Mr. Lane advised that the minutes for the 9/24/24 CSB meeting and the 8/6/24 Quality Council meeting were placed in the CSB Member Shared Folder for review. Dr. Mizell made a motion to approve all the minutes as written. Ms. McMillian seconded the motion. All Meeting minutes were unanimously approved. Mr. Lane requested that each of the CSB Subcommittees provide reports. <ul style="list-style-type: none"> <u>Executive Performance Committee</u>: Ms. Cartwright stated that the Executive Performance Committee will need to meet by the end of December. 	<ul style="list-style-type: none"> Committees will provide updates at each meeting.
Public Comments:	<ul style="list-style-type: none"> <u>Ms. Rachel Palmer</u>: Ms. Palmer stated that DBHDD is waiting on the announcement of the Medicaid rate increase. She also thanked Legacy for a great visit with Commissioner Tanner and his team. <u>Mr. Tim Hester</u>: Mr. Hester announced that DBHDD was able to make emergency items available to CSBs and their staff in the aftermath of Hurricane Helene. He announced that Governor Kemp approved a billing exception until 10/23/24, which will allow agencies to bill for services, as if operational, while closed due to the storm. 	

<p>CEO Report:</p> <ol style="list-style-type: none"> 1. Announcement 2. Commissioner Tanner’s Visit 3. Community Outreach 4. Hurricane Helene 5. FY25 Annual Board Education & Development 	<ul style="list-style-type: none"> • Ms. Cartwright was pleased to announce that Legacy was chosen as “2024 Behavioral Health Provider of the Year” at the DBHDD Behavioral Health Symposium. This award is given to the CSB that has demonstrated outstanding performance, innovative practices, and significant community impact. • Ms. Cartwright stated, as mentioned earlier, that Commissioner Tanner and his team visited the Legacy Crisis Center on October 15th. Legacy Leadership were able to discuss with him the challenges that we face and discuss ideas that they had for improvements. • Ms. Cartwright shared the Legacy video with the Board. • Ms. Cartwright shared the Community Outreach activities across our service area. • Ms. Cartwright shared that Legacy Outpatient Services and Administrative Offices were closed for two days due to damage from Hurricane Helene. She expressed thanks to DBHDD for their support for our staff and clients by providing essential resources during the period of recovery. • Ms. Cartwright shared the FY25 Board Education & Development opportunities provided to the Board Members. These include the following: <ul style="list-style-type: none"> ○ <u>2024 GACSB Board Retreat</u> was held August 4-6, 2024. Ms. Cartwright and Mr. Graham attended this event. Commissioner Tanner spoke and announced that one of his major focuses this year is on meeting the judicial system/jail outreach needs. ○ <u>2024 GACSB Educational Exchange</u> will be held October 27-29 at Lake Lanier. The exchange will have a track for IDD, one for Leadership, and one for Board Members. Mr. Graham will represent the Board at this meeting. • <u>Educational Resources Provided Today:</u> <ul style="list-style-type: none"> ○ Ms. Quimby will present “CCBHC and The Board” ○ QPR Training Handout provided to all Board Members 	
---	---	--

<p>6. LEAP Training</p> <p>7. Legacy Advisory Council Update</p> <p>8. FY25 Strategic Business Plan- Q1 Update</p>	<ul style="list-style-type: none"> ○ Seasonal Affective Disorder handout provided. ● Ms. Cartwright stated that all members of Legacy’s Leadership and Management Team have been attending a leadership training program, LEAP, led by Ms. Leigh Westholm. ● Ms. Cartwright shared updates from the Legacy Advisory Councils. These Councils include: <ul style="list-style-type: none"> ○ Mental Health Advisory Council ○ IDD Advisory Council ○ Peer Advisory Council ○ Coming Soon: Youth Advisory Council ● Ms. Cartwright stated that the FY25 Annual Strategic Business Plan Quarter 1 Update was placed in the CSB Member Shared Folder for review. She presented and reviewed the Goals and Objectives for each of the Seven Pillars of Excellence. She stated that the main goal for FY25 is to expand outreach to the Hispanic Community. 	<ul style="list-style-type: none"> ● The Strategic Business Plan will continue to be updated quarterly.
<p>Chief Medical Officer Report</p> <p>1. Staffing Update</p> <p>2. Infection Control Update</p>	<ul style="list-style-type: none"> ● Dr. Patel stated that the BHCC has recruited one full-time APRN, with experience with ACT and MAT programs. ● Dr. Patel shared that Legacy is continuing to follow infection control guidance from the CDC and DBHDD and aligning our policies with theirs. 	
<p>Chief Operating Officer Report</p> <p>1. County Data</p>	<ul style="list-style-type: none"> ● Ms. Parssinen presented and reviewed the data reports from each of the ten counties served by Legacy. This data included the number of new enrollments, visits to the Legacy Crisis Center, and a list of schools served by Legacy APEX. 	<ul style="list-style-type: none"> ● A full report is available upon request.
<p>CCBHC Report:</p>	<ul style="list-style-type: none"> ● Ms. Quimby presented and reviewed the expectations of the Governing Board of the CCBHC. 	

	<ul style="list-style-type: none"> ○ <u>Key Features of a CCBHC</u>: Ms. Quimby reviewed the features of a CCBHC, reminding Board Members that Legacy received a grant from SAMHSA to aid in the implementation of the CCBHC, which expands access to comprehensive healthcare. ○ <u>CCBHC Services</u>: Ms. Quimby reviewed the Nine Required Core Services across Six Key Program areas. ○ <u>Governance</u>: Ms. Quimby provided a summary of the Board expectations, including meaningful participation and substantial participation. 	
<p>Chief Clinical Officer Report: 1. Program Updates</p>	<ul style="list-style-type: none"> ● Ms. Sims provided Outpatient Program Update: <ul style="list-style-type: none"> ○ <u>Supported Employment</u>: Ms. Sims stated that Supported Employment has hired one SE Specialist, which will result in Supported Employment being fully staffed. ○ <u>ACT</u>: Ms. Sims announced that ACT is currently recruiting a Certified Peer Specialist. Once a CPS is hired, ACT will be fully staffed. ○ <u>PATH</u>: Ms. Sims read aloud a letter of appreciation from an individual helped by the PATH Team. ○ <u>MAT</u>: Ms. Sims stated that MAT has been allotted a large sum of funding for training and outreach. She also announced that MAT Staff will be attending the Georgia Addiction Counselors Association Conference in St. Simon's and the East Coast Symposium on Addictive Diseases in Ponte Vedre, FL. ○ <u>Crisis Counseling Program</u>: Ms. Sims announced that the Crisis Counseling Program Team was formed after Hurricane Helene. The program has been discussed on a radio show and has received special thanks from Ashley Tye, Lowndes EMA Director. ○ <u>APEX</u>: Ms. Sims read aloud a heartfelt email of thanks form Valdosta City Schools for providing support to staff and students upon their return to school following the Hurricane. ○ <u>Red Cross Shelters</u>: Ms. Sims stated that staff provided crisis counseling at Red Cross Shelters in Lowndes, Cook, and Lanier Counties following Helene. 	<ul style="list-style-type: none"> ● Outpatient Program Updates will be provided at each meeting.

<p>2. Community Outreach</p> <p>3. FY25 Q1 KPI Report</p>	<ul style="list-style-type: none"> ○ <u>Juvenile Accountability Court:</u> Ms. Sims announced that Juvenile Accountability Court will be restarting in Lowndes County. ● Ms. Sims provided a list of activities that Legacy staff have participated in throughout the ten-county service area including a staff breakfast for Peer Support. ● Ms. Sims provided the FY25 Q1 KPI report for Outpatient Services, Medical Staff, and BHCC. 	
<p>Compliance Officer Report</p> <p>1. FY25 Q1 Risk Management Plan Report</p> <p>2. FY25 Q1 Accessibility Plan Report</p> <p>3. FY25 Q1 Compliance Plan Report</p>	<ul style="list-style-type: none"> ● Ms. Crews stated that the FY25 Q1 Risk Management Plan Report was placed in the CSB Member Shared Folder for review. Ms. Crews reviewed the highlights of the Plan with the Board. ● Ms. Crews stated that the FY25 Q1 Accessibility Plan Report was placed in the CSB Member Shared Folder for review. Ms. Crews reviewed the highlights of the Plan with the Board. ● Ms. Crews stated that the FY25 Q1 Compliance Plan Report was placed in the CSB Member Shared Folder for review. Ms. Crews reviewed the highlights of the plan with the Board. 	<ul style="list-style-type: none"> ● Ms. Crews will provide updates quarterly. ● Ms. Crews will provide updates quarterly. ● Ms. Crews will continue to provide updates quarterly.
<p>Chief Financial Officer Report</p> <p>1. Financials</p> <p>2. Facilities Update</p>	<ul style="list-style-type: none"> ● Mr. Huling presented, reviewed, and discussed the financial results for September 2024 and FY25 year to date, including Revenue and Expenses. He also reviewed and explained each of the Financial KPIs. ● <u>State Building Inspections:</u> Mr. Huling announced that all Legacy locations are subject to inspection by the State Fire Marshal, per DBHDD directive. These inspections have been completed and all findings have been corrected. ● <u>Tift Clinic Update:</u> Mr. Huling stated that a three-year lease for the Tift Clinic is being reviewed. He stated that the sublease agreement for Genoa Pharmacy was approved and rent will remain the same. 	<ul style="list-style-type: none"> ● Mr. Huling will provide a financial report at each meeting. ● Mr. Huling will continue to provide facility updates.

<p>3. Grant Updates</p> <p>4. Pharmacy Operations</p>	<ul style="list-style-type: none"> • Mr. Huling reviewed each of the grants that Legacy is receiving. <ul style="list-style-type: none"> ○ <u>CCBHC</u>: Year one has come to an end. Mr. Huling shared the funds remaining from the grant and announced that the funds will carry over to year two, as we were recently awarded. ○ <u>Prevention Grant</u>: Mr. Huling announced that Legacy received the five-year grant from SAMHSA. A project director has been hired. ○ <u>Bruce Williams Legacy Grant</u>: Awarded through Greater Valdosta United Way for renovations in the Lowndes Clinic Lobby. • Mr. Huling stated that the agreements with Genoa Healthcare have been signed. He announced that Lowndes will transition to Genoa on November 4th, and Tift will transition on November 18th. 	<ul style="list-style-type: none"> • Grant updates will be provided as they become available. • Updates will be provided as needed.
<p>CSB Effectiveness Survey</p>	<ul style="list-style-type: none"> • Ms. Cartwright thanked board members for the meeting feedback that they have submitted at the conclusion of board meetings. All feedback is anonymous and will be shared on a bi-annual basis with the board membership to continue to improve the quality of board meeting content and communication. She encouraged everyone to provide ongoing feedback. 	
<p>Feedback/Discussion</p>	<ul style="list-style-type: none"> • Mr. Graham stated that the effort to bring services to the Northern Counties is appreciated. 	
<p>Next Meeting</p>	<ul style="list-style-type: none"> • The next meeting will be the Annual Holiday Retreat. The meeting will be held on Tuesday, December 10th at 12:00 at The Parrish House in Adel. 	
<p>Adjournment</p>	<ul style="list-style-type: none"> • Ms. Mullis made a motion to adjourn today's meeting. Mr. Griffin seconded the motion. The meeting was adjourned. 	

Recorded by: Candice Ingram

Minutes Approved By:

Randy Lane

Randy Lane, Chairman

12/10/2024

Date