

MINUTES
State Mental Health, Mental Retardation
and Substance Abuse Services Board
September 7-8, 2005
Roslyn Conference Center
Richmond

Members Present B. Hunt Gunter, Chairman, Victoria Huber Cochran, Vice-Chairman, Linda S. Bartlett, The Rev. Cheryl Ivey Green, Ruth G. Jarvis , Daniel E. Karnes, Kathryn A Smith, and David B. Trinkle, M.D.

Absent Elaine McConnell

Staff Present James S. Reinhard, M.D. Commissioner
Raymond R. Ratke, Deputy Commissioner,
Charline Davidson, Director, Office of Planning and Development
Paul Gilding, Director, Office of Community Contracting
Jerry Deans, Asst. Commissioner, Division of Facility Management
Jim Martinez, Director, Office of Mental Health Services
Wendy Brown, Office of Planning and Development
Martha Mead, Director, Office of Legislation and Public Relations
Bill Foy, Office of Legislation and Public Relations
Jane Hickey, Office of the Attorney General
Ishnelia Moore, Office of the Attorney General
Marlene Butler, State Board Secretary.

Call to Order The meeting was called to order by the Chairman.

Agenda The agenda was approved as distributed.

Minutes The minutes of April 13, 2005 were approved as distributed.

Committee Minutes The minutes of the Evaluation and Planning, Budget and Public Education Committees were received as information.

Public Comment Mary Ann Bergeron, Executive Director of the VACSB, spoke in favor of the policies to be presented later on the agenda.

Planning, Budget and Public Education

Charline Davidson reported that this meeting was primarily an orientation meeting. They reviewed the statutory responsibilities of the Department related to planning, the Comprehensive State Plan 2006 - 2012, the Integrated Strategic Plan and the CSB Waiting List

for Mental Health, Mental Retardation and Substance Abuse Services.

Evaluation

Victoria Cochran reported that the committee reviewed the Policies in detail, addressed issues that are important and took into account what is important to the Community Services Boards. The Committee recommends the following. The Board took action as follows:

- Adopted the revised draft of Policy 1036(SYS)05-3 *Vision Statement*;
- Adopted the revised draft of Policy 1034(SYS)05-1 *Partnership Agreement*;
- Adopted the revised draft of Policy 1035(SYS)05-2 *Single Point of Entry and Case Management*;
- Adopted the revised draft of Policy 1037(SYS)05-4 *Individual Consumer Information and the Community Consumer Submission*;
- Adopted updated Policy 1016(SYS)86-23 *Policy Goal of the Commonwealth for a Comprehensive, Community-Based System of Services*;
- Adopted updated Policy 1030(SYS)90-3 *Consistent Data Collection in State Facilities and Community Services Boards*;
- Adopted updated Policy 1015(SYS) 86-22 *Services for Individuals with Co-Occurring Disorders*;
- Rescinded Policy 1017(SYS)86-31 *Facility and Community Services Board Services to Persons with Mental Retardation and Mental Illness*;
- Rescinded Policy 1033(SYS)95-1 *Mission, Values and Vision Statement*;
- Rescinded Policy 1019(SYS)87-3 *Client Services Management*;
- Rescinded Policy 4029(CSB)88-4 *Community Services Board Responsibility for Client Service Management and Coordination*;
- Rescinded Policy 1027(SYS)89-6 *Prescription Teams*;
- Rescinded Policy 5009(FAC)89-5 *Child Inpatient Psychiatric Facilities*.

Commissioner's Report

Dr. Reinhard reported on the Integrated Strategic Plan. Following his presentation, he responded to questions from the Board members.

Inspector General

James W. Stewart, III, Inspector General, updated the Board on the activities of that office.

PPAC

Pat Cullen, Chair of the Prevention and Promotion Advisory Council, made a brief presentation to the Board.

The Board made the following appointments to fill the State Education and Business/Advocacy/Faith Chairs on the PPAC Council:

Christopher R. Konschak and Myra Shook.

They also made the following reappointments to the PPAC Council:

- Ann Childress, Child Protective Service, Va. Dept. of Soc. Services;
- Laurel Marks, Juvenile Services Section, Va. Dept. of Criminal Justice Services;
- Olymphina Rainey, Children in Need of Services, Supervision, 2nd District Court Services;
- Karen Scudder, Prevention Services, Fairfax/Falls Church CSB;
- Frederick I. Watson, Newport News Alliance for Youth;
- Debra Wharton, Quality Assurance/Prevention, Eastern Shore CSB.

VACSB

Mary Ann Bergeron, Executive Director of the Virginia Association of Community Services Boards, introduced Karen Feagin, Associate Director and Barbara Barrett, Chair of the Board. She then did a brief report on the activities of the VACSB and Ms. Barrett reminded the Board of the Public Policy Conference to be held in Roanoke October 5-8.

State Human Rights Committee

Bobby Tuck, member of the State Human Rights Committee, presented their annual report.

Regulations

Leslie Anderson, Director of the Office of Licensure, presented, and the Board took action on following regulations:

- Authorized the filing of a Notice of Intended Regulatory Action (NOIRA) to amend existing licensing regulations, **12VAC35-105-10 et seq.**, to comply with Chapter 64 of the 2005 Acts of Assembly, which requires standards for issuance of new licenses to providers of treatment for persons with opiate addiction.
- Authorized adoption of emergency regulations **12VAC35-45-25, Regulations for Providers of Mental Health, Mental Retardation, and Substance Abuse Services for Children** and filing a NOIRA to comply with Chapter 485 of the 2005 Acts of Assembly, which relates to the summary suspension of licenses.
- Authorized the adoption of emergency regulations and filing a NOIRA to revise **12VAC35-105-10, Rules and Regulations for Licensing Facilities and Providers of Mental Health, Mental Retardation, and Substance Abuse Services** and **12VAC35-45-25, Regulations for**

Providers of Mental Health, Mental Retardation, and Substance Abuse Residential Services for Children, to comply with Chapter 725 of the Acts of Assembly, which relates to licensing providers of residential services for persons with brain injuries.

Grant Application: The Board approved the submission of an application for the “Substance Abuse Prevention and Treatment Block Grant.”

Presentation Ken Batten and Wade Glover, Department of Substance Abuse Services, and Leslie Anderson, Licensure provided a presentation on the Methadone Regulations.

Board Planning Session Martha Mead, Director of Legislation and Public Relations, went over the Code responsibilities of the Board.

Discussion was also held on Committee structure and assignment and the process for committee appointments. After much discussion, the decision was made to revisit this issue at the October meeting.

Decision was also made to schedule council appointments such PPAC Human Rights, MH Planning Council for the October meeting.

Discussion was held on Board involvement in the communities and other organizations. Will revisit in the December meeting.

Joy Yeh,, Associate Commissioner for Finance, explained the process for the budget review.

Paul Gilding, Director, Office of Community Contracting and Charline Davidson spoke on future policy direction/development

Meeting Schedule October 5, 2005 Hotel Roanoke, Roanoke
December 7, 2005 DMHMRSAS Campus, Petersburg
January 18, 2006 Richmond
April 7, 2006 Richmond (Volunteer Luncheon)
May 5, 2006 Williamsburg
August 1-2, 2006 Retreat (location to be decided)
October 5, 2006 Charlottesville
December 8, 2006 Fredericksburg.

By-Laws Revision Committee Victoria Huber Cochran, Daniel E. Karnes and Kathryn A. Smith were appointed to the By-Laws Revision Committee. The Committee will present its report at the October meeting.

FOIA Training Freedom of Information training will be scheduled for the April or May, 2006 meeting .

Historical Records Old minutes of the Board are currently stored in the Secretary's Office. These are rapidly deteriorating and need to be moved to a more secure area. The Board approved the request to investigate the process for storing these in the State Library and will report back to the October meeting.

Adjournment There being no further business before them, the Board adjourned.

B. Hunt Gunter, Chair

Marlene Butler, Secretary