

**CENTRAL UTAH COUNSELING CENTER
AUTHORITY BOARD MEETING
4:30 PM
OCTOBER 14, 2015
250 NORTH MAIN
RICHFIELD, UTAH**

*** THE BOARD MAY MOVE TO HANDLE SOME BUSINESS IN EXECUTIVE SESSION *
*BOARD MEMBERS MAY PARTICIPATE ELECTRONICALLY***

- 4:30 WELCOME AND INTRODUCTIONS:
- 4:40 APPROVAL OF MINUTES:
- 4:45 FINANCIAL REPORT - FARREL MARX:
- A. Inpatient
 - B. Kimball and Roberts Independent Audit October 12-16
- 5:00 AUDITS:
- A. State Division Audit - November 3-4
 - B. OIG Audit
 - C. Florek and James Cost Study
 - D. EQRO Health Advisory Group Audit Results
- 5:15 UBHC 2016 LEGISLATIVE PRIORITIES - BRIAN WHIPPLE:
- 5:35 BUILDING UPDATE - RICHARD ANDERSON:
- 5:45 JUSTICE REINVESTMENT INITIATIVE UPDATE - BRIAN WHIPPLE/NATHAN STRAIT:
- 5:55 EXECUTIVE SESSION:
- A. Personnel Matters
 - B. Davis Lawsuit
- 6:10 CLINICAL PRESENTATION - NATHAN STRAIT:
- 6:30 OTHER:
- 6:35 MATTERS FROM THE BOARD:
- A. Chair, Commissioner Claudia Jarrett
 - B. Vice Chair, Commissioner Alan Roper
 - C. Commissioner Dennis Blackburn
 - D. Commissioner Darin Bushman
 - E. Commissioner Rick Carlton
 - F. Commissioner Gordon Topham
- 6:40 MEETING SCHEDULE:

**MINUTES
CENTRAL UTAH MENTAL HEALTH/SUBSTANCE ABUSE CENTER
AUTHORITY BOARD MEETING**

DATE: September 16, 2015

PLACE: Sevier County Administration Building
250 North Main
Richfield, UT

TIME: 4:30 PM

PRESENT: Commissioner Claudia Jarrett, Commissioner Rick Carlton,
Commissioner Alan Roper, Commissioner Dennis Blackburn, Brian
Whipple, Farrel Marx, Nathan Strait, Richard Anderson, Cynthia
DeGrey

I. APPROVAL OF MINUTES:

A motion was made by Commissioner Rick Carlton to approve the minutes of the August 19, 2015 Authority Board Meeting seconded by Commissioner Alan Roper. Motion carried.

II. FINANCIAL REPORT:

A. Financial Report:

We are still working on the budget for FY 2015 so no financial report was available. The check spread for August was reviewed and discussed.

B. Inpatient:

Our inpatient costs year to date are \$31,200. We have only had one hospitalization in July, August and September so far so we feel good about this. We have also diverted two possible hospitalizations in Richfield because of the home we have available there now.

III. BUILDING UPDATE:

Chad and Richard met with the mayor of Richfield City recently to discuss the building inspection fees. They did agree to cover the costs for all the sidewalks on their timeline so as they complete the concrete work on that street they will include our concrete work as well saving us \$15,000. They also agreed to waive the \$9,600 building inspection fees but not the impact fees. Overall we came out ahead about \$24,000.

Richard also reviewed the blueprint drawings and gave an update on the progress of the building. The project completion can possibly be the end of December if things go well.

IV. JUSTICE REINVESTMENT INITIATIVE:

A. Update on Sheriff's Association Proposal:

The Sheriff Association's proposal for a five county pilot program was not approved. They want each county to participate and the sheriffs have been instructed to each write their own proposal for the full amount of funding.

Brian noted the treatment should start in the county jail and then when the person is released from jail, the outpatient facilities will provide the treatment but the funding comes from a different pot of money. It should be a partnership between the jail and the outpatient treatment program. Brian feels both pieces are equally

MINUTES - AUTHORITY BOARD MEETING

September 16, 2015

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important but if we provide the treatment in the jail we would need additional funding and approval from the board to do that. Adult Probation and Parole and the Department of Corrections will also receive separate funding as well.

B. State Screening Standard Assessment

CCJJ has drafted an assessment screening tool they would like to have used across the state as a part of the JRI. This is a brief screening that would be administered by both the sheriff's department and the outpatient treatment facility and includes a criminal piece and a clinical piece. Nate reviewed the procedure on how this will be implemented noting the cost is \$1.50-\$2.00 plus training costs. Everyone that will be administering the tool will have to be trained so there are additional costs being written into rule and will be passed on to the counties. The screenings done at the county jail can be completed by anyone but the treatment screening would have to be completed by a masters level clinician. All our clients that receive substance abuse services will need to complete the screening with documentation placed in the clinical chart since our auditors will want to see evidence that it was done.

V. APPROVAL OF DRUG POLICY AND PROCEDURE:

The Division has asked that every center have a drug testing policy. A draft of our Center's policy was included with the board packet which Nate reviewed. As this draft policy was discussed with the teams, Nate found there are some inconsistencies but basically we are consistent throughout the center with our drug testing policies.

A motion was made by Commissioner Rick Carlton to approve the Drug Policy and Procedure that has been drafted and discussed in this meeting. The motion was seconded by Commissioner Dennis Blackburn. Motion carried.

VI. DAVIS LAWSUIT APPEAL:

Brian reviewed the history of a lawsuit which happened as a result of Brian Davis' suicide back in 1998. The suit was brought by his father, Robert Davis, and was adjudicated by the courts and Mr. Davis was notified of that. The last contact we had with Mr. Davis was in 2008 but we just recently received new court documents from him even though the court issued a protective order forbidding him to have any contact with us. He has also sent this information to all the county attorneys in the six county area, finding a way to work around that restraining order by going through the court of appeals. He is requesting new demands in the amount of \$300,000 or an option B of \$160,000 with a waiver of the protective order. Our liability insurance carrier has assigned a law firm from Salt Lake to represent us and Brian reviewed the correspondence we have received from them. We want to stay informed about the status of this suit because of concerns for retaliation by Mr. Davis towards our employees and have informed the sheriff of Juab County as a precaution. If the county attorneys have concerns or questions they should be instructed to contact Brian.

VII. OFFICE OF INSPECTOR GENERAL AUDIT:

We had a conference call with the Office of Inspector General's Utah office informing us they will be conducting an audit of our Center. This office was created four years ago with a mission to look at agencies that provide Medicaid services to see if there are any issues of fraud. They did a random drawing to see what three mental health centers they would audit and we are the rural center that was selected. Brian reviewed the items they will be auditing and the purposes of their audit. They want this all completed by the end of December and if there are any findings they will report back to us.

VIII. EXECUTIVE SESSION:

A motion was made by Commissioner Alan Roper to move into an Executive Session to discuss personnel issues. A second to the motion was made by Commissioner Rick Carlton, approved by all.

No action was taken during the Executive Session and the session ended on a motion by Commissioner Rick Carlton, seconded by Commissioner Alan Roper. Motion carried.

VIII. OTHER:

None

IX. MATTERS FROM THE BOARD:

The commissioners expressed appreciation to the center administrative staff and stated how much they enjoy serving on this board and associating with the employees.

Commissioner Jarrett noted she is getting the funding notices from the State Division of Finance but it looks like they are also going to the board members that are no longer on the board. Cynthia will follow up and make sure this gets changed.

X. NEXT MEETING:

The next meeting will be held on Wednesday October 21 at 4:30 pm. 8

9 8 7 6 5 4 3 2 1

The meeting adjourned at 7:04 pm on a motion by Commissioner Alan Roper.

Cynthia DeGrey, Executive Director

CUCC
Budget FY2016
Percent Year Expended 17%
AUGUST 2015

REVENUES

Mental Health Revenues	MH Budget	% YTD	Amount Received	Substance Abuse Revenues	SA Budget	% YTD	Amount Received
State Contracts	\$ 869,987.00	0%	0.00	State Contracts	\$ 290,492.00	0%	0.00
Federal Block	59,055.00	0%	0.00	Federal Block	451,054.00	0%	0.00
Juab County	35,079.00	0%	0.00	Juab County	24,103.00	0%	0.00
Millard County	42,175.00	0%	0.00	Millard County	26,872.00	0%	0.00
Piute County	4,965.00	0%	0.00	Piute County	1,907.00	0%	0.00
Sanpete County	95,273.00	0%	0.00	Sanpete County	35,429.00	0%	0.00
Sevier County	69,499.00	0%	0.00	Sevier County	26,218.00	0%	0.00
Wayne County	9,110.00	0%	0.00	Wayne County	3,447.00	0%	0.00
Medicaid Capitated	4,200,000.00	9%	380,314.56	Medicaid Capitated	275,000.00	10%	26,799.51
Medicaid FFS	25,000.00	0%	0.00	Medicaid FFS	8,000.00	0%	0.00
Medicaid Match	(1,176,750.00)	29%	(341,044.38)	Medicaid Match	(83,316.00)	45%	(37,270.89)
Fees & Insurance	68,000.00	0%	283.60	Fees & Insurance	50,000.00	2%	1,113.73
Other	10,000.00	3%	346.64	Other	15,000.00	0%	40.00
Unfunded MH	107,278.00	0%	0.00	State Women Drug	41,196.00	0%	0.00
Medicare	43,000.00	0%	0.00	DUI	18,000.00	0%	0.00
State Youth	124,413.00	0%	0.00	Medicare	10,000.00	0%	0.00
Non-Revenue Interest	18,220.00	11%	2,014.00	Drug Courts	194,408.00	0%	0.00
Dividend	4,000.00	0%	0.00	Dividend	200.00	0%	0.00
Early Intervention	129,429.00	0%	0.00	Returns and Allowances	(1,000.00)	0%	0.00
Returns and Allowances	-		(30.00)	Non-Revenue Interest	-		60.65
FRF	8,832.00	0%	0.00	Res Rent	2,000.00		
JRI State	49,397.00			JRI State	148,191.00		
JRI County Match	9,880.00			JRI County Match	29,638.00		
Total Revenues MH	\$ 4,805,842.00	1%	\$ 41,884.42	Total Revenues SA	\$ 1,566,839.00	-1%	\$ (9,257.00)

EXPENDITURES

Mental Health Expenses	MH Budget	% YTD	Amount Spent	Substance Abuse Expenses	SA Budget	% YTD	Amount Spent
Wages	\$ 2,136,779.00	17%	\$ 353,788.74	Wages	\$ 719,037.00	11%	\$ 81,841.82
Fringe	1,293,383.00	17%	222,630.45	Fringe	390,469.00	14%	54,955.63
Total Wages & Fringe	\$ 3,430,162.00	17%	\$ 576,419.19	Total Wages & Fringe	\$ 1,109,506.00	12%	\$ 136,797.45

Travel MH

In-State Travel	\$ 28,000.00	9%	\$ 2,396.60
Out-of-State Travel	7,200.00	0%	0.00
In-State Meals and Lodging	18,800.00	28%	5,221.06

Travel SA

In-State Travel	\$ 10,000.00	8%	\$ 765.45
Out-of-State Travel	1,700.00	0%	0.00
In-State Meals and Lodging	13,500.00	15%	2,057.93

Out-of-State Meals & Lodging	8,700.00	0%	0.00
Board Members	10,000.00	6%	550.45
Vehicle Expense	55,000.00	6%	3,087.86
Client Transportation	42,000.00	8%	3,336.13
Non Med Client Travel	-		0.00
Total Travel	\$ 169,700.00	9%	\$ 14,592.10

Current Expense MH

Office Supplies	\$ 12,000.00	11%	\$ 1,333.87
Postage & Mailing	1,600.00	29%	471.17
Printing	3,500.00	2%	79.50
Telephone	56,000.00	10%	5,585.64
Subs/Pubs/Books	3,000.00	2%	56.00
Association Dues	16,000.00	0%	0.00
Rent	76,000.00	12%	9,431.40
Utilities	48,000.00	8%	4,044.30
Misc. Expense	14,000.00	0%	0.00
AOG Fiscal	8,000.00	320%	25,620.24
Advertising	4,000.00	3%	131.14
Repairs and Services	20,000.00	5%	936.00
Insurance	93,000.00	26%	23,863.41
Professional Supplies	1,000.00	0%	0.00
Contractual	174,000.00	7%	11,489.99
Conference and Workshop	15,000.00	4%	639.25
Youth Groups	13,000.00	16%	2,124.78
Sanpete BHCN			9,375.00
Adult Day Treatment	48,000.00	14%	6,493.30
Operation Expense	28,000.00	12%	3,260.94
Inpatient Medicaid	355,000.00	3%	9,600.00
Inpatient Indigent	20,000.00	0%	0.00
Emerg. Observation/Supplies	500.00	0%	34.79
Rx/Medical Supplies	10,000.00	4%	441.98
Education Assistance	5,000.00	65%	3,240.00
Residential	15,000.00	20%	2,965.61
Health Incentives	7,000.00	0%	0.00
Individual Skills Development	1,000.00	0%	0.00
Respite Care	1,000.00	7%	70.04
Skill Development	1,500.00	16%	233.85
Bank Charges	3,200.00	25%	804.93
Credit Card Expense	2,800.00	8%	231.61
JRI	9,880.00		
Total Current Expense	\$ 1,065,980.00	11%	\$ 122,558.74

Capital and Equipment	\$ 140,000.00	13%	\$ 18,845.80
Total Capital Expenditures	\$ 140,000.00	13%	\$ 18,845.80

Total Expenditures MH	\$ 4,805,842.00	15%	\$ 732,415.83
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Out-of-State Meals & Lodging	2,000.00	17%	335.50
Board Members	2,700.00	3%	70.91
Vehicle Expense	11,000.00	7%	792.17
Client Transportation	-		0.00
Total Travel	\$ 40,900.00	10%	\$ 4,021.96

Current Expense SA

Office Supplies	\$ 3,200.00	15%	\$ 485.95
Postage & Mailing	400.00	39%	157.06
Printing	900.00	3%	26.50
Telephone	13,000.00	12%	1,523.80
Subs/Pubs/Books	2,500.00	31%	766.25
Association Dues	4,000.00	0%	0.00
Rent	16,600.00	19%	3,117.96
Utilities	11,000.00	12%	1,348.06
Misc. Expense	3,000.00	0%	0.00
AOG Fiscal	1,600.00	102%	1,635.33
Advertising	1,000.00	4%	43.69
Repairs and Services	4,000.00	17%	672.00
Insurance	16,000.00	49%	7,821.73
Prevention	15,000.00	84%	12,549.92
Contractual	16,000.00	7%	1,118.75
Conference and Workshop	6,000.00	30%	1,789.75
Youth Groups	9,000.00	15%	1,365.89
Drug Court	41,635.00	11%	4,717.06
Adult Day Treatment	13,500.00	12%	1,657.07
Operation Expense	7,000.00	15%	1,061.53
Project Graduation	2,800.00	0%	0.00
Rx/Medical Supplies	1,500.00	0%	2.40
Education Assistance	3,000.00	27%	810.00
Residential	3,000.00	22%	663.95
Health Incentives	1,000.00	0%	0.00
SA Residential	13,000.00	0%	0.00
Bank Charges	640.00	31%	200.63
Credit Card Expense	560.00	41%	231.66
JRI	180,598.00		

Total Current Expense	\$ 391,433.00	11%	\$ 43,766.94
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Capital and Equipment	\$ 25,000.00	4%	\$ 1,102.93
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Total Capital Expenditures	\$ 25,000.00	4%	\$ 1,102.93
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Total Expenditures SA	\$ 1,566,839.00	12%	\$ 185,689.28
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