NJAMHAA Board of Directors

Meeting Minutes: March 20, 2013

Prepared by Shauna Moses, Associate Executive Director

Present: J. Michael Armstrong, Jim Cooney, Bob Davison, Alan DeStefano (via conference call), Anthony DiFabio, Manny Guantez, Deborah Hartel, Chris Kosseff (via conference call), Linda Leyhane, Joe Masiandaro, Deborah Megaro, John Monahan, Bob Parker, Paula Sabreen, Pete Scerbo, Vicki Sidrow, Greg Speed

Guest: Cheryl Marks Young

Absent: Joe Kadian, Jim Lape, David Lazarus, Harry Marmorstein, Dan Martin, Harry Postel, Robert Schober, Bill Sette

Staff and Consultants: Shauna Moses, Julia Schneider, Randy Thompson, Debra Wentz

1. Consent Agenda

The consent agenda was m/s/p. The financial statements were m/s/p, pending audit, with one abstention. The employee handbook changes were m/s/p.

2. Policy Meetings

Debra Wentz reviewed the Board policies for participation in meeting with policymakers, emphasizing the goal of being strategic and consistent and, therefore, the importance for attendees to participate on pre-meeting conference calls. It was suggested that agendas be kept brief and have specific objectives, and that a timeframe for each topic be determined and kept for reference during the meetings. The group planned for the meeting to be held later on this day with the Department of Human Services that will focus on inappropriate and premature hospital discharges.

3. Media Relations

Debra also reviewed the policy on speaking with media representatives, specifying that only the Board President, NJAMHAA CEO or designee are authorized and that members who speak with the media must state that they are not speaking on behalf of NJAMHAA (when they have not been appointed to be spokespersons).

4. Electronic Balloting
Debra shared information provided by the Center for NonProfits that shows the lack of legal backing in New Jersey for electronic balloting. However, proxies can be sent to meetings. The process will be explained during the Annual Membership Meeting.

5. Policy Development Process

Debra explained NJAMHAA’s long-standing process of policy positions: position vetted by the Public Policy Committee, then position statement drafted by a subcommittee and revised as needed; then recommended to the Board for approval. Debra announced that NJAMHAA is updating its *Public Policy Platform* to reflect changes in the external environment and new internal positions, which the Public Policy Committee is reviewing. In addition, the Children’s Committee will be developing a new position paper.

6. Rate Setting

Cheryl Marks Young reported that the January training was well attended and participants learned about identifying true costs; however, very few members provided data either during or following the meeting and some of the data received was irrelevant or incomplete. She expressed a willingness to provide additional training based on different planned outcomes that may be identified. A motion was seconded and passed, with one opposed, for NJAMHAA to request a meeting with Steve Adams, CFO, Division of Mental Health and Addiction Services, to advocate for rates to reflect providers’ true costs and to incorporate both indirect cost factors and direct services, as specified in the proposal for credentialed facilities.

7. Board Elections

Debra announced that the voting is being redone to include a nomination that was sent on time, but not processed through the fax machine on time.

8. Addiction Treatment Providers on the Board

Manny Guantez reported that three addiction treatment providers are on the ballot and that, in response to discussions with Addiction Committee members about their sense of inadequate representation, the Executive Committee discussed the possibility of appointing one or more addiction treatment providers on an interim basis if the election did not result in sufficient representation.

Deborah Megaro suggested that the Executive and Finance & Administration Committees evaluate the structure and representation of various types of members on the Board and develop recommendations.

9. Board Consultant
A motion was seconded and passed, with one abstention, for the Board to work with consultant Dennis Miller for the purpose of reviewing governance and the Board structure.

10. Annual Conference

Board members were encouraged to attend, and advertise and/or exhibit at the Annual Conference, View from the Top: Putting the Big Picture into Focus in Everyday Operations, April 24-25, 2013 at the Pines Manor in Edison.

11. Closed Session

The Board went into closed session.

Annual Board Retreat: Wednesday, July 10, 2013, 10 a.m. to 2 p.m., Location TBD

Next Board of Directors Meeting: Wednesday, June 19, 2013, 10 a.m. to 12 p.m. at NJAMHAA

Next Public Policy Meeting: Wednesday, August 7, 2013, from 10 a.m. to 12 p.m.

Next Executive Committee Meeting: Wednesday, August 7, 2013 from 12:15 p.m. to 2 p.m.