

**MHCC Advisory Board  
Meeting Minutes**

12/12/2018

12:00pm

**MEMBERS PRESENT:** Scott Etherton, Tim Kennett, Phil Tegeler, Gail Anderson, Ruth Lavin and Terri Burchess via conference call.

**MEMBERS ABSENT:** Arnold Remington, Bill Avery, **MEMBERS RETIRED:** Bill Avery

**OTHERS PRESENT:** Debra Haeffner

*Advance public notice of the Advisory Board Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site on December 5, 2018.* The meeting was opened at 12:12 p.m. The Chair noted the location of the Open Meetings Act. Call for approval of November minutes met with a motion to approve by Anderson, second by Lavin. Roll call vote taken resulted in six ayes. Motion to approve minutes of November meeting as written carried. No additions to December Agenda.

**Crisis Center Status:** Electronic Locks Update ~ Review of approval of one lock to be installed met with e-mail request to come out between holidays. The hardware will be installed before Christmas and software will follow.

**Fire Door Lock Release ~** During the routine testing of fire alarms it was again brought to light that the office area doors do not release as specified in the original plan. This remains a failure and will be addressed by the fire company.

**Electronic Health Records Software/Credible:** Business Intelligence ~ The daily census report has been created and is now up and running along with a discharge and staffing report.

**Tablets ~** Crisis Center has procured two tablets to assist on the unit when staff are doing paperwork with clients. One will be attached to the grant from which Travis was obtained. An accident plan needs to be obtained for these new items.

**Billing Update ~** Ongoing communications with billing companies has been taking place in efforts to continue collections due. A weekly meeting with Client Accounts and the Billing Specialist will begin in order to review progress and problems ongoing.

**Miscellaneous:** Commissioner Bill Avery ~ Mr. Avery's tenure with the County Board has come to a close, thus, he will no longer be a member of the Crisis Center Advisory Board serving as representative of the County Board. His replacement will begin after the first of the year. Thank you Bill for all of your support and service to the MHCC Advisory Board.

**MHCC Winter Gathering ~** Date announced for the Crisis Center staff morale booster.

**Mental Health Foundation Gifts & Grants ~** MHF has always been so generous and helpful when it comes to the clients throughout the year and even more so during these Holiday months. Thanks to the Foundation the clients who are with us over the Christmas Holiday will be provided with a gift as well as some extra goodies and fun football food over the New Year's holiday.

Staff is planning on writing another grant request to the Foundation after the first of the year that will assist in activities for the outdoor client area.

**Advisory Board By-Laws:** Tabled until Etherton has an opportunity to review, make suggestions for changes/updates that this advisory board can review and approve.

**CARF ~** The report was received with recommendations and a one year accreditation. Report briefly reviewed, notions of policy/procedures that were over-looked resulting in MHCC's plan to appeal the ruling. Reports will be sent to Advisory Board members Anderson, Burchess, Tegeler as requested.

Proposal to cancel the January 2019 meeting was voted by roll call with all present in favor. The January 2019 meeting will be cancelled and Mental Health Advisory Board will commence on February 13, 2019 at noon.

Motion to adjourn by Anderson, second by Tegeler. Roll call vote was unanimous to adjourn.

Meeting adjourned at 12:58pm

**Next Meeting is  
February 13<sup>th</sup>, 2019 at NOON  
825 J Street**