MINUTES

PLACE: Alliance Behavioral Healthcare, 4600 Emperor Blvd. Room 208, Durham, NC 27703.

MEMBERS PRESENT: Ann Akland, Christopher Bostock, Dr. George Corvin, Kenneth Edge, James Edgerton, Phillip Golden, Dr. John Griffin, Ellen Holliman, George Quick, Michael Page, Vicki Shore, William Stanford, Caroline Sullivan, Scott Taylor, and Lascel Webley, Jr., Chairman

MEMBERS ABSENT: Cynthia Binanay, Lodies Gloston, Amelia Thorpe

GUESTS PRESENT: Cathy Hanenberg, Pamela LeMay, Anju Verma from QCS, Sue Creighton, Lori Kearney, Michele Swigunski from IFCs, Antwane Yelverton from Yelverton Enrichment Services, Vickie Yelverton from Yelverton Enrichment Services, Jose Lopez, Yvonne French from DMH/DD/SAS, Valeria Mayo, Lisa Bradley, Allison Zirkel, Jeannie King

STAFF PRESENT: Hank Debnam, Doug Fuller, Amanda Graham, Kelly Goodfellow, Carlyle Johnston, Beth Melcher, Janis Nutt, Ann Oshel, Monica Portugal, Al Ragland, Rob Robinson, Dr. Khalil Tanas, Jim Wall, Doug Wright

1. CALL TO ORDER:
   Chairman Lascel Webley, Jr. called the meeting to order at 4:06 p.m.

2. ANNOUNCEMENTS
   A. URAC Accreditation Visit
   Chairman Lascel Webley, Jr. updated the Board on the result of the December 10 and 11, 2013, URAC visit. At the conclusion of this visit, Alliance was awarded Health Network, Health Utilization Management, and Health Call Center accreditation. Chairman Webley congratulated staff on this accomplishment.

   B. Mercer Review
   Chairman Lascel Webley, Jr. reminded the Board of the upcoming Mercer review scheduled for February 13 and 14, 2014.
3. **AGENDA ADJUSTMENTS**
   Oath of Office

4. **OATH OF OFFICE**
   Durham Board of County Commissioners Chairman Michael Page administered the Oath of Office to new Wake County Commissioner Caroline Sullivan.

5. **REQUEST FOR PROPOSAL (RFP) RECOMMENDATIONS**
   Carlyle Johnson, Clinical Program Development and Design Administrator, presented a detailed PowerPoint presentation including background, qualifications, details of staff training to complete the desk review, the desk review process and staff recommendations. Dr. Johnson mentioned that staff recommendations for Supported Employment will be reviewed in the February meeting.

   Staff recommendations for full year contracts for Community Support Team providers included Carolina Outreach, Family Legacy Mental Health Services, Family Preservation Services of NC, NC Recovery Support Services, SouthLight, Tonya Omar/The Aya Center, and Turning Point Family Care.

   Staff recommendations for six month contracts for Community Support Team providers included A United Community, B and D Behavioral Health Services and Yelverton’s Enrichment Services.

   Staff recommendations for full year contracts for Intensive-In Home providers included Access Family Services, Alexander Youth Network, Carolina Outreach, Carolina Support Services, Diverse Family Services, Easter Seals UCP, Family Legacy Mental Health Services, Family Preservation Services of NC, HealthCore Resource, Inc., Hope Services, Melange Health Solutions, LLC, NC Mentor (merging with IFCS), NC Recovery Support Services, Tonya Omar/The Aya Center, Turning Point Family Care, Upward Change Health Services, Youth Extensions, and Youth Villages.

   Staff recommendations for six month contracts for Intensive In-Home providers included A United Community, B and D Behavioral Health Services, Healing Interventions, Quality Care Solutions, Yelverton’s Enrichment Services.

   Staff recommendations for full year contracts for Substance Abuse Intensive Outpatient Program providers included B and D Behavioral Health Services, Carolina Outreach, Cumberland County CommuniCare, Family Legacy Mental Health Services, Fellowship Health Resources, NC Recovery Support Services, Restoration Family Services, SouthLight, UNC Horizons, VisionQuest Nonprofit Corporation, Visions counseling Studio, PLLC.

   Staff recommendation for six month contract for Substance Abuse Intensive Outpatient Program provider was Sigma Health Services.

   Board members discussed the details of the presentation and the recommendations.
**BOARD ACTION**
A Motion was made by James Edgerton to approve staff recommendations for Community Support Team providers selected through the RFP process; seconded by Caroline Sullivan. Motion passed.

A Motion was made by Ann Akland to approve staff recommendations for Intensive In-Home providers selected through the RFP process; seconded by Christopher Bostock. Motion passed.

A Motion was made by Dr. George Corvin to approve staff recommendations for Substance Abuse Intensive Outpatient Program providers selected through the RFP process; seconded by Vicki Shore. Motion passed.

**13. CLOSED SESSION**
The Area Board entered into a closed session in accordance with NC General Statue 143-318.11(a) (6) to discuss the qualifications and conditions of appointment of a public employee; in accordance with General Statue 143-318.11 (a) (3) the Board consulted with counsel regarding pending and potential litigation.

**BOARD ACTION**
A Motion was made by William Stanford to enter a closed session; seconded by Kenneth Edge. Motion passed.

A Motion was made by Christopher Bostock to suspend the By-Laws; seconded by Dr. George Corvin. Motion passed.

A Motion was made by Dr. George Corvin to appoint Robert Robinson as Chief Executive Officer effective April 1, 2014; seconded by George Quick. Motion passed.

**15. ADJOURNMENT**
With all business being completed the meeting adjourned at 6:17 p.m.

Next Meeting
Thursday, February 6, 2014
Alliance Behavioral Healthcare
4600 Emperor Blvd., Room 208
Durham, NC 27703

Respectfully submitted:

Ellen S. Holliman, Chief Executive Officer

Date Approved: 2/6/2014
ITEM: Recommendations for Selection of Vendors for Community Support Team, Intensive In-Home Services, and Substance Abuse Intensive Outpatient Program

DATE OF BOARD MEETING: January 9, 2014

BACKGROUND: On September 30, 2013 Alliance released Requests for Proposals (RFPs) for Community Support Team (CST), Intensive In-Home Services (IIH) and Substance Abuse Intensive Outpatient Program (SAIOP). All current providers of these services with a credentialed site within the Alliance catchment area were required to respond to the RFP to be considered for renewal of Medicaid contracts for these services.

Providers submitted 100 RFP responses by the deadline of 5:00pm on November 1st. Alliance staff reviewed RFP responses and determined that 85 responses met minimum review criteria. Selection committees for each RFP completed the review of written responses and rated each submission using a standardized scoring tool. Respondents whose submissions met the threshold for review of written responses were invited to interviews in order to obtain additional information about each agency and its services. The selection committee invited 42 providers for interviews for a total of 61 RFP responses. Respondents were asked a standardized set of questions which were scored using a rating tool similar to that used for the review of written materials. Final recommendations for selection of vendors are based on both the ratings of the RFP written response and the interview.

Staff will provide an overview of the RFP selection process and will make recommendations for selection of vendors for each RFP. Additional information will be provided regarding responses received per service and county, consumers served, and impact of the selection process on provider network capacity for each county.

REQUEST FOR AREA BOARD ACTION:
Approve the recommendations for selection of vendors.

CEO RECOMMENDATION:
Accept this update and approve the recommendations for selection of vendors.

RESOURCE PERSON(S):
Beth Melcher, Carlyle Johnson
RFP Selection Summary

Community Support Team (CST), Intensive In-Home Services (IIH) and Substance Abuse Intensive Outpatient Program (SAIOP)

Introduction:

Alliance Behavioral Healthcare issued Requests for Proposals (RFP) on September 30, 2013 for Community Support Team (CST), Intensive In-Home (IIH) and Substance Abuse Intensive Outpatient Program (SAIOP) services in Cumberland, Durham, Johnston and Wake counties. Medicaid contracts for these services expired on 12/31/13, and providers were required to respond to RFPs in order to be considered for a renewal of Medicaid contracts for these services. Eligible respondents were limited to current providers of these services with a credentialed site within the Alliance catchment area.

Purpose:

The intent of the RFPs is to select multiple providers to render Medicaid-funded CST, IIH and SAIOP services and a continuum of care including outpatient and psychiatric services for consumers in all Alliance catchment area counties. Additional objectives of the RFPs were to select organizations that demonstrated compliance with service definition requirements, CABHA expectations (when applicable), and those that implement appropriate evidence-based approaches to address the diversity and cultures of the population served. The primary objective of the RFP process is selection of high quality, effective, accessible and evidence-based providers. There is no expectation regarding number of providers that can be selected as long as vendors meet Alliance expectations as stated in the RFPs.

Funding sources:

Funding for services covered by the scope of these RFPs consists of Medicaid funding that is disbursed to providers on a fee for service basis. State-funded contracts for these services expire on 6/30/14 and will be renewed 7/1/14 only for providers that are selected through these RFP processes.

Selection Committee:

The Selection Committee included staff from Cumberland, Durham, Johnston and Wake counties with a breadth of experience and expertise in the areas covered by the RFP. Selection Committee members were assigned specific areas for review based on their areas of expertise. Financial reviews were conducted by financial staff, legal and compliance areas were reviewed by legal/compliance staff, and clinical reviewers included staff with backgrounds that were aligned with the clinical content being reviewed. Alliance Board and CFAC members were also invited to participate in provider interviews. A complete list of reviewers will be provided at the Board meeting.
Selection process

Responses were evaluated first for minimal compliance with expectations of the RFP, and RFP responses that met minimum criteria were distributed to selection committee members for review. Raters evaluated each provider using a standardized Alliance RFP Scoring Tool and submitted responses for tabulation. Providers whose written responses met the desk review threshold as established in the posted RFP documents were invited to interviews, which were held in December. Factors considered in making a final recommendation included both the quality of the written proposal and information obtained in the provider interview.

Number of proposals received

Alliance received 100 proposals by the RFP deadline of November 1, 2013 at 5:00 pm and 11 late proposals, three of which were from providers without a credentialed site in the Alliance catchment area. Of the 100 responses, 85 were determined to meet minimum review criteria and were reviewed by the Selection Committee. The following summarizes the number of responses per service that were reviewed by the Selection Committee:

- CST: 22
- IIH: 38
- SAIOP: 25

Selection summary including scores

A summary of recommended vendors including evaluation scores will be presented at the Board meeting.

Providers chosen

Selection Committee recommendations of vendors will be presented at the Board meeting.

Approval from Credentialing Committee

Prior approval from the Credentialing Committee is not required since only credentialed providers were eligible to respond to the RFPs.

Total program/project budget

Medicaid funds are available to support these services on a fee for service basis.

Rationale for providers chosen

Based upon reviews of the written proposal and information gathered from vendors during the interview process, the Selection Committee identified current Alliance providers that met the expectations as stated in each RFP. Consistent with the intent of the RFPs, selection priorities included the following:

- Commitment to quality, consumer inclusion, principles of recovery and evidence-based practices
- Continuum of services offered, including the enhanced benefit service targeted by the RFP as well as outpatient and psychiatric care
- Sufficient infrastructure with respect to IT, financial, clinical and administrative areas
- Experience providing services for the identified population in need using an established evidence-based practice, with clear processes for ensuring model fidelity and provision of clinical supervision