

**CORRECTIONAL MEDICAL AUTHORITY (CMA)
MINUTES FROM BOARD MEETING
September 2, 2014
TALLAHASSEE, FLORIDA**

AGENDA ITEM - DISCUSSION

LOCATION: The Correctional Medical Authority held their monthly board meeting in Tallahassee, Florida, (Conference Call: 1-888-670-3525; Conference Code: 6468673392#) at 2:00 PM. Notice of the meeting was published in the Florida Administrative Weekly and emailed to CMA members.

MEMBERS PRESENT: Dr. Peter C. Debelius-Enemark, Dr. Harvey Novack , Ms. Annette Phelps, Ms. Leigh-Ann Cuddy, Mr. Ryan Beaty, Mr. Lee Chaykin, and Dr. Katherine Langston

DOC REPRESENTATIVES PRESENT: Dr. Olu Ogunsanwo, Dr. Long Do, Stephen Whitfield, Dr. Thomas Shields, David Randall, Dr. Cliff Fairbanks

CMA STAFF PRESENT: Jane Holmes-Cain, Teri Palmer, Kathy McLaughlin, Rachel Brock

CMA LEGAL REPRESENTATIVE: Breck Brannen

EOG/OPB/PSU REPRESENTATIVES PRESENT: Thomas Dunn

CORIZON REPRESENTATIVES PRESENT: John Dallas, Dr. Daniel Cherry, Elaine Carpino-Pettegrow, Kelly Durm

WEXFORD REPRESENTATIVE PRESENT: Janine Hills, Don Hulick

CALL TO ORDER: Chair - Dr. Peter C. Debelius-Enemark officially called the meeting to order at 2:02 p.m. and attendees introduced themselves.

❖ **APPROVAL OF THE JUNE and AUGUST 2014 CMA MINUTES:**

Chair - Dr. Peter C. Debelius-Enemark – Board member Annette Phelps moved and Dr. Langston seconded the approval of the June 2014 minutes which were approved. Board member Leigh Ann Cuddy moved and Lee Chaykin seconded the approval of the August 2014 minutes which were approved.

❖ **DIRECTOR'S REPORT:** Jane Holmes-Cain - Executive Director

Survey Update: Lake Correctional Institution was surveyed in August but the report has not been completed at this time so we will discuss this at next month's meeting.

CAP Reports: Suwannee Correctional Institution had their second CAP assessment. All physical health findings at the main unit were closed and 3 of 11 findings from the annex were closed. There was an additional issue found during the CAP assessment which has been added to the institution's corrective action plan for monitoring. Several records showed instances of clinician requested follow-ups that had not occurred within the specified time frame. Five of 12 mental health findings from the main unit were corrected and 9 of 14 at the annex were closed. There are 20 findings that remain open at Suwannee CI.

Upcoming Surveys and CAPs: September is scheduled to be a busy month with the Tomoka Correctional Institution survey and five on-site CAP assessments and one off-site assessment.

WebEx Training – Corizon leadership invited Wexford staff to attend a CAP training seminar led by the Corizon and the CMA to include HSA's, DON's, and other designated staff handling the CAP monitoring at the institutions. John Dallas of Corizon estimated there were over 150 participants. The assessment process, monitoring tools, staff education and training requirements, record selection, and some common CAP mistakes were covered in the training. Corizon will be storing the training information on their shared drive and staff members will receive a copy of the power point presentation in an effort to improve the corrective action plan monitoring to facilitate timely closure of the CAP's.

CMA Website: The website is currently up and running off of the Governor's website under the Info Center tab for public access to the CMA's history, survey reports, CAP assessments, and board meeting agendas and minutes. We are in the process of having our own external site approved but the information is currently available at this location for review.

Discussion: Member Lee Chaykin questioned if the Director felt that the vendor's representatives understood the board's concerns about the lack of follow up with the CAP process. Director Holmes-Cain reported that she did feel that the representatives were responding to our concerns and getting CAP's submitted in a timely manner. The board is hopeful that we will begin seeing better results in future meetings.

❖ **CMA General Counsel's Report:** Breck Brannen

There is nothing to report at this time and no legal actions pending for the authority.

❖ **CMA QUALITY MANAGEMENT COMMITTEE MEETING:** Teri Palmer – Program Analyst

CMA staff has received and compiled the mortality tracking data provided from DOC for the QMC to review at their next quarterly meeting scheduled for September 25th. Mortality record selection will take place this week and a report will be made at next month's meeting on the committee's work.

❖ **NEW BUSINESS/MISCELLANEOUS:**

None

❖ **ADJOURNMENT:**

The meeting was adjourned at 2:15 p.m.

Respectfully submitted,

Teri Palmer, BSW