

Avita Community Partners
Board of Directors Meeting Minutes

DATE: April 25, 2019	TIME: 7:31pm – 8:08pm
PLACE: Administrative Office, Board Room	PRESIDING: Rita Bush, Vice-Chair

Attendance


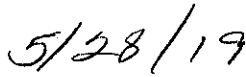
Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Julie Gruen	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sammy Reece	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Angie Brown	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Susan Harris	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Jennifer Scalia	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Peggy Brown	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ed Nichols	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alan Wallhaussen	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Avery Nix	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Angela Whidby	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Sylvia Chassner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Penny Penn	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Anne Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

Executive Team Member Attendance


Cathy Ganter Cooper	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lori Holbrook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mary Donna McAvoy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Gwen Hall	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Derek Singleton	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hannah Cargle	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Greg Ball	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
Welcome & Call to Order	The April 25, 2019 meeting of the Board of Directors was called to order by Board Vice-Chair, Rita Bush at 7:31pm.
Determine Presence of a Quorum	A quorum was present with 11 board members attending this meeting
Approval of Agenda	Motion to approve the agenda was made by Barbara Bosanko; second by Susan Harris. Motion carried.
Review of Minutes	Motion to approve the February 26, 2019 minutes was made by Anne Davis; second by Sylvia Chassner. Motion carried. Motion to approve the March 28, 2019 minutes was made by Angie Brown; second by Barbara Bosanko. Motion carried.
CEO Report	Cindy Levi highlighted the following in her report. <ul style="list-style-type: none"> • Legislation Summary of 2019 session <ul style="list-style-type: none"> ○ HB514 (Behavioral Health Reform and Innovation Commission) passed is awaiting the governor's signature ○ HB 178 (Assisted Outpatient Treatment Bill) was held over for 2020 session • CSU Staffing—Avita will employ all staff with the exception of the prescriber effective July 1, 2019 • Staff turnover hit hard in March. 13 staff resigned. • Participated in the Dawson County Family Connection event • Staff working with Judge Rusty Smith to start a Mental Health Court for the Mountain Circuit Court • Hartwell Office hosted a law Enforcement Appreciation Day • New charts created to demonstrate progress in client engagement and show rates • Yellow Ribbon Program • Behavioral Health Crisis Center update • New vehicles put into service. Our next focus will be on updating vans • Crisis Intervention Team Training for Law Enforcement was held in Union County • Forsyth County Sherriff Department wants to partner with Avita by having a licensed counselor respond to mental health calls with law enforcement • East Region IDD staff received incentive pay • Staff recognized for going above and beyond • Thank you letter from individual who receives services
Lavonia Property	<ul style="list-style-type: none"> • Cindy was contacted by a real estate broker about the property we own in Lavonia • She received an offer of \$135K • Avita paid \$182,599 Discussion on whether to accept or reject the offer <ul style="list-style-type: none"> • Do we want to sell the property? • We don't have any immediate need • The property is exempt from property tax

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	Kent Woerner made a motion to reject the offer and to hold onto the property; second by Barbara Bosanko. Motion carried.
County Financial Contribution to Avita	<ul style="list-style-type: none"> • Information was shared with the board members on the financial contributions made by each county. • Cindy asked the board to advocate on Avita's behalf to their county commission to fund our request.
GACSB Nominating Committee	<ul style="list-style-type: none"> • Gail Macrenaris, GACSB Nominating Committee Chair contacted Cindy about nominating Kent Woerner to serve as Vice-President on the GACSB Board of Directors • Kent is considering and will notify Cindy of his decision • If he accepts, Cindy will write a letter or recommendation
Financial Update	<p>Greg Ball, CFO reviewed the financial report for the month ending March 31, 2019</p> <p><u>Consolidated Income Statement</u></p> <ul style="list-style-type: none"> • March's net operating results reflect a \$91K net surplus for the month and \$447K for the fiscal year to date. This is a 3.8% margin for the month and 2.2% margin for the fiscal year to date. • 9 months prior year, year to date revenue was a positive change of \$3,286K. • 9 months prior year, year to date expenses was a favorable change of \$115K. <p><u>Comparison of Budget to Actual</u></p> <ul style="list-style-type: none"> • Revenue had a favorable variance of \$41K is primarily due to an increase in Medicaid fees. System issues with Medicaid payors are being resolved and claims previously denied are now being paid. • Expenditures had an unfavorable variance from budget of \$3K primarily due to a favorable variance in salaries and benefits. • If we continue to meet budget the projected end of fiscal year surplus would be \$165K. <p><u>Balance Sheet</u></p> <ul style="list-style-type: none"> • Cash on hand as of 3/31/19 is \$4.8 million • Receivables for the month was \$3 million • \$228K decrease in liabilities • Total liabilities & fund balance is \$9.5 million <p><u>Financial Metrics (Key Performance Indicators) Update KPIs below</u></p> <ul style="list-style-type: none"> • Days of Cash on Hand: 64.4 days; minimum standard is 30 days. • Current Ratio: 15.2:1; minimum standard is 1:1. • Days of Unreserved Net Assets to Total Expenses: 56.9 days; minimum standard is 60 days. • Long Term Debt to Net Assets: 0.59:1; maximum standard is 2.5:1.
Human Resources Quarterly Report	<p>Allan Harden, Human Resources Director reported on the period January – March 2019 and compared to the same period in 2018</p> <p>Turnover</p> <ul style="list-style-type: none"> • Current Employee Count – 285 full time; 26 part-time • Full-time 20% (57 positions); part-time 30.77% (8 positions). Combined – 20.90% (65 positions) <p>Turnover Previous Year</p> <ul style="list-style-type: none"> • Employee count: 258 full-time; 32 part-time • Full-time Turnover: 21.32% (55 positions); part-time 15.63% (5 positions); combined 20.69% (60 positions) <ul style="list-style-type: none"> • Vacancies: 32 full-time and 12-hourly • 26 new hires—21 full-time; 5-hourly • 10 New Positions • 0 Workman's Comp
Appointment of Nominating Committee	<ul style="list-style-type: none"> • Barbara Bosanko, Angie Brown and Peggy Brown volunteered to serve on the committee. • The committee will announce the slate of officers at the May meeting and the vote will take place in June.
Announcements	Employee Appreciation Event at Babyland General, May 17, 2019 at 5:00pm Board members are invited to attend
Adjournment	With no further business, Rita Bush, Vice-Chair adjourned the meeting at 8:08pm.

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Presiding Officer Signature and Date Approved	 

Respectfully submitted,



Regina Grisham
Recording Secretary