

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: February 4, 2014	TIME: 7:05pm – 9:20 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Al Gonzalez- Chair

Board Member Attendance


Brian Alexander	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zadie Peters	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rufus Larkin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sarah Ruckstaetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Quentin Carr	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Deborah Mack	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Angela Whidby	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Barbara Cone	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Marilyn Woodruff	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

Executive Team Member Attendance

Victor Bowers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Donna McAvoy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Stephanie Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Janice McAllister	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Roger Scott	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
Spotlight on Services	Two members of the Dream Weavers and Denise Eller gave the history and overview of the Dream Weavers group. A video was shown which highlighted many of their activities over the past year.		
Welcome and call to Order	The rescheduled meeting of January 28, 2014 was called to order by Board Chair Al Gonzalez on February 4, 2014 at 7:05pm.		
Annual Corporate Compliance Report	<p>Al Gonzalez suggested that the Corporate Compliance Annual Training and Report be presented out of agenda order so Roger could use the projector for his presentation in the Training Room prior to moving to the Board Room.</p> <p>Annual Corporate Compliance Board Training and Report</p> <p>Roger Scott presented</p> <ul style="list-style-type: none"> • Reviewed the purpose, program objectives, priorities, key federal initiatives, program components, program effectiveness, and what we expect of employees & contract service providers. • Added emphasis was placed on the US False Claims Act and Whistleblower Protection • Data demonstrates a reduction in both external and internal compliance reports from 2012 to 2013. • Significant reductions in the number of reports in the categories of health & safety and management practices. • Slight reductions in the number of reports in the categories of service quality and business practices. • There were no reports of fraud/theft, property misuse or work environment concerns in 2013. • 35% or approximately 1/3 of the reports were unsubstantiated. • There were no areas of increase. 		
Moved to Board Room, Approval of Agenda	Motion to approve the agenda made by Anne Mundy; second by Joe Hirsch. Motion carried.		
Determine Presence of a Quorum	At the time, a quorum was present with 7 members attending of the 13 current members. Brian Alexander had to leave the meeting.		
Review of Minutes	Motion to approve the December 3, 2013 minutes was made by Joe Hirsch; second by Anne Mundy. Motion carried.		
Business	Board Chair Report		

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
	<ul style="list-style-type: none"> Al Gonzalez reported that his last meeting on the Board will be the May 27, 2014 meeting. He and his wife are retiring and moving to Alabama at the end of May. He already spoke with the Vice Chair, Quentin Carr who has agreed to chair the June, 2014 meeting. 		
	<p>Update CEO Resolution</p> <ul style="list-style-type: none"> Resolution was presented delegating power, authority, duty or function of Avita Community Partners to Cynthia L. Levi as the Executive Director. This is granting the current Executive Director permission to use her new married name. Motion to approve made by Rufus Larkin. Second by Rita Bush. Motion carried. 		
	<p>CEO Report</p> <ul style="list-style-type: none"> Cindy Levi passed around pictures of the donations accepted from the Gainesville/Hall County Mayors Motorcade, the presentation of a Dream Flag by one of the Dream Weavers to DBHDD Commissioner Frank Berry, and the acceptance of the Peace Award by Frank Campbell on behalf of his late brother, George Campbell at the Martin Luther King Walk in Demorest. She also shared a flyer for a Valentines Dance sponsored by Avita, the YMCA and Highlands Church. Psychiatric Services are now being provided to inmates of the Hall County Jail via telemed from Avita's outpatient office in Gainesville. Stephanie Davis, Developmental Disability Director has resigned and is moving to Iowa to be closer to family. Janice McAllister has been named the new Director of Developmental Disability Services. Our regional structure has been adjusted so we now have 2 regions instead of 3. Hall County is now considered part of Avita's East Region. Effective Jan. 1, 2014, we increased our mileage reimbursement to staff utilizing their personal vehicles for agency business from 40 cents per mile to the state standard of 56 cents per mile. We paid off our loan for the build-out of our Crisis Stabilization Unit. Avita was both the recipient of community generosity as well as a donor to support our communities over the Christmas Holiday We were the recipient of an end of year donation of \$1,000 which we were unable to accept because it was from one of our vendors. The check was voided and returned with a note of explanation. 		
	<p>Proposed Legislation</p> <ul style="list-style-type: none"> Senate Bill 349 was recently introduced in the Georgia Senate. It calls for changes in the current CSB Legislation. Senator Butch Miller is one of the authors. It would change the structure of the CSB Board of Directors, adding that 1/3 of the membership would be elected officials. The DBHDD Commissioner would approve the hiring and compensation package of CSB Executive Directors. Several additional changes were outlined in the summary presented to the Board. Several Board members expressed concern regarding these changes and plan to address them with their legislators. 		
	<p>Financial Update</p> <ul style="list-style-type: none"> Victor Bowers presented the month end financial statements for December, 2013 and 6 month year to date statements. Avita ended the month of December with a \$116,966 surplus, bringing our year to-date surplus to \$646,405. If we continue to meet budget for the balance of the year, we would have a projected surplus of \$768,000. 		

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	<ul style="list-style-type: none"> He shared that there is a new line on our Balance Sheet titled "Cash Reserve". This has been added as a result of our positive financial position. One day of cash for Avita is equivalent to \$58,000 <p>Summary of FY13 Audit Report</p> <ul style="list-style-type: none"> Victor presented the finalized audit report as prepared by Robert Baker and Associates for FY13. He demonstrated how the audit figures are derived from our financial statements. We had a clean audit with an unqualified opinion. We have begun soliciting bids for our FY14 audit. <p>Executive Session</p> <ul style="list-style-type: none"> Anne Mundy made a motion to enter into executive session and a second made by Joe Hirsch at 8:45pm in order to discuss a personnel matter. Executive session adjourned at 9:15pm. 		
Announcements	The meeting resumed regular session at 9:15pm to announce that we were notified by Forsyth County Board of Commissioners that Michael Bohn would no longer be their representative to the Avita Board.		
Adjournment	There being no further business, Al Gonzalez adjourned the meeting at 9:20pm.		
Chair's signature indicating approval			
 05/25/2014			
Al Gonzalez	Date Approved		

Respectfully submitted,

Cindy Levi

Cindy Levi
Recorder