

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: January 22, 2013	TIME: 7:25 p.m. – 8:21 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Quentin Carr, Board Chair

Board Member Attendance

Quentin Carr	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Laurice Jennings	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sarah Ruckstaetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Barbara Cone	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rufus Larkin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Angela Whidby	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Al Gonzalez	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Deborah Mack	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Marilyn Woodruff	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alice Worthan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

12 Filled Positions, 2 Pending Oath of Office, 2 Vacancies

Executive Team Member Attendance

Victor Bowers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mary Donna Hall	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy McLaughlin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Stephanie Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Roger Scott	<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	2012 Annual Corporate Compliance Report Dr. Roger Scott presented a PowerPoint and reviewed the following: <ul style="list-style-type: none"> • Program purpose, objectives and priorities • Key federal initiatives • US False Claims Act • Program components and effectiveness • What we expect of staff and contractors • Report types, subjects, dispositions and compared to previous years • Trends, analysis and conclusion 		
Welcome & Call to Order	The January 22, 2013 meeting of the Board of Directors was called to order by Board Chair, Quentin Carr at 7:25 p.m.		
Approval of Agenda	Oath of Office will be removed from the agenda. Motion to approve the amended agenda was made by Deborah Mack; second by Alice Worthan. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 9 Board members attending this meeting.		
Review of Minutes	Motion to approve the December 4, 2012 minutes was made by Rufus Larkin; second by Deborah Mack. Motion carried.		
Business	<p><u>Board Chair Report</u> Quentin Carr</p> <ul style="list-style-type: none"> • The Georgia Association of Community Service Boards (GACSB) Annual Retreat is scheduled for May 9 & 10 in Dublin. Action: Notify Regina if you are interested in attending. • The GACSB Board Meeting will be held at the State Capitol on February 26th at 10AM. • CEO Performance Review • Board Governance Assessment Tool Action: Return by January 31st to Anne, Quentin or Regina. Action: Board Governance Committee will compile the data and report back at a future meeting. <p><u>CEO Report</u> Cindy McLaughlin highlighted the following in her report which was previously emailed.</p> <ul style="list-style-type: none"> • Staff giving back to the community. • Received donation from Hall County Mayors Motorcade. 	Bd Mbrs Bd Mbrs Committee Mbrs	1/31/13

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
	<ul style="list-style-type: none"> • NAMI donated gift cards to clients in the Supported Apartment Program. • Centers for Medicare and Medicaid Services approved Georgia as the first state to provide whole health and peer support. • ACT Team update. • Transportation of clients discharged from Region 1 Crisis Stabilization Units. • Changes in Current Procedural Terminology (CPT) codes used for billing and documentation of psychiatric services. • Clients from Hart, Franklin & Stephens Counties made hearts to support families affected by the Sandy Hook tragedy. <p>Atlanta Journal Constitution Articles “Dream Weavers spread holiday cheer to grandparents” David Ralston went on record to endorse the idea of extending a hospital tax that generates revenue for state health care. This will be on the agenda of the 2013 Legislative Session.</p> <p>Financial Update Victor Bowers reported both November and December were positive months with a YTD surplus of \$282k. Unfavorable variances were due to holidays, auditor fee, one-time payback in DD revenue to the state, and equipment for the ACT Team office. Favorable variances included salary and benefits, pharmaceuticals, Medicare Fees, a reduction in utilities and decrease in staff travel expenses. If we continue to meet budget we could possibly end the year with \$587k profit. Victor reviewed the FY13 Comparison of Budget to Actual. The first 6 months of FY13 compared to the same period in FY12 we are ahead \$440k.</p> <p>Summary of FY12 Audit Report Victor Bowers gave an overview of the Audit of Financial Statements for Fiscal Year ending 6/30/12 conducted by Robert Baker and Associates, Certified Public Accountants. We had a favorable audit with no findings/exceptions noted. Victor also reviewed the Reconciliation of Unaudited June 30, 2012 Profit and Loss Statement to the Audited June 30, 2012 Profit and Loss Statement.</p> <p>Executive Session Alice Worthan made the motion at 8:00 p.m. for the Board of Directors to enter into executive session for the purpose of discussing a personnel matter. Quentin requested Allan Harden remain for the discussion. Second by Joe Hirsch. Executive session closed at 8:20 p.m.</p>		
Adjournment	There being no further business Quentin Carr adjourned the January 22, 2013 meeting at 8:21 p.m.		
Chair's signature indicating approval:			
Quentin Carr	Date Approved		

2/26/2013

Respectfully submitted,

Regina Grisham
Regina Grisham
Recording Secretary