

Avita Community Partners
Board of Directors Meeting Minutes

DATE: February 28, 2017	TIME: 7:33 p.m. – 8:12 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Joe Hirsch

Attendance

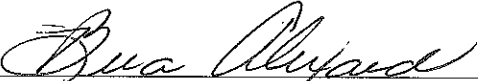
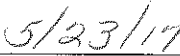
Brian Alexander	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Margaret Gregory	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Melissa Mitchell	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Victor Anderson	<input checked="" type="checkbox"/> 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
Mark Baker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Charles Higgs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Angela Whidby	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Terri Wofford	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rita Bush	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Todd Levent	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Kent Woerner	<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		

Executive Team Member Attendance

Victor Bowers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cathy Ganter	<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				

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
Welcome & Call to Order	The February 28, 2017 meeting of the Board of Directors was called to order by Dawson County Board Member, Joe Hirsch at 7:33 p.m.		
Determine Presence of a Quorum	A quorum was present with 9 Board Members attending this meeting.		
Approval of Agenda	Motion to approve the agenda was made by Barbara Bosanko; second by Mark Baker. Motion carried.		
Review of Minutes	Motion to approve the January 24, 2017 minutes was made by Margaret Gregory; second by Barbara Bosanko. Motion carried.		
Business	<p><u>Oath of Office</u> Commissioner Victor Anderson representing the elected official from Habersham County and Kent Woerner representing Rabun County affirmed their oath of office. Board Members and the Executive Team introduced themselves to the new board members.</p> <p><u>Board Chair of Report</u> No report due to absence of Brian Alexander.</p> <p><u>CEO Report</u> Cindy Levi highlighted the following in her report.</p> <ul style="list-style-type: none"> • Dawsonville office opened February 6th. An open house and ribbon cutting ceremony has been scheduled for March 27th, 11AM – 1PM • CSB Day at the Capitol—highlight of the day was recognition of the CSBs through a Resolution. Joe Hirsch and Kent Woerner also attended. • DBHDD meeting was held to address the transition from Grant-In-Aid to Fee-for-Service (FFS) form of payment. <ul style="list-style-type: none"> ○ We have not drawn all of the 70% FFS dollars. Therefore we will be receiving a contract amendment for an additional \$704,000 from DBHDD which will help our bottom line. ○ Risk Map – Avita is in the yellow category which is categorized as low risk. Cindy reviewed DBHDD response for each risk level. We are close to reaching the green level. • Meeting was held last Friday with representatives from DBHDD, ASO and DCH to discuss the Provider Enrollment process. • Avita entered into a Memorandum of Understanding with Legacy Link. • Gainesville Outpatient Center began a “Ring My Bell” initiative. 		

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	<ul style="list-style-type: none"> • University of North Georgia, Occupational Therapy students are serving internships at Gainesville Specialty Center. • We received our contract amendment for an additional \$300k in Family Support services and the Rabun Clubhouse contract has been renewed. • Towns County Food Pantry thanked Avita staff and client volunteers to a meal at Daniels Steak House. • Carnesville Center giving back to their community by donating items to the tornado victims in South Georgia. • Staff recognized for going above and beyond. • Happenings around Avita. • Client success stories. <p><u>Request to Change April Meeting Date</u> Cindy asked the Board if they would be willing to change the meeting from April 25th to April 18th. She is scheduled to do a CARF Survey the week of April 24th. Mark Baker made the motion to approve the change; second by Joe Hirsch. Motion passed.</p> <p><u>2017-2019 Strategic Plan</u></p> <ul style="list-style-type: none"> • Cindy presented the strategic plan for the period 2017 – 2019. • Many of the goals are tied to our key performance indicators. • Cindy requested the Board to review the plan. The vote will take place at the April meeting. <p><u>Financial Update</u> Victor Bowers reviewed the financial report for the month ending January 31, 2017. Financial Metrics</p> <ul style="list-style-type: none"> • Days of Cash on Hand: 70.6 days; minimum standard is 30 days • Current Ratio: 7:1; minimum standard is 1:1 • Days of Unreserved Net Assets to Total Expenses: 65.7 days; minimum standard is 60 days • Long Term Debt to Net Assets: 0.24:1; maximum standard is 2.5:1 <p>Variations from Budget Revenues had an unfavorable variance of \$24k primarily due to:</p> <ul style="list-style-type: none"> • Fee-For-Service adult services were favorable \$32k due to payments released by DBHDD and Beacon Connects. • Medicaid Outpatient was favorable \$37k due to catch up payments from processing prior months cross-over funding on Medicare clients. • Unfavorable variance in Medicaid Waivers was \$53k due to a reduction in community access services and the delayed startup in Dawsonville. • Other local funds was unfavorable \$46k due to decreased activities in some of the cost reimbursed contracts and the accrual AR adjustment. <p>Expenses had a favorable variance of \$49k primarily due to:</p> <ul style="list-style-type: none"> • Favorable variance in salary and benefits of \$103k due to unfilled budgeted vacancies and start-up of reimbursable contracts. • Unfavorable variance of \$22k in DD Family Supports, Autism and Respite services due to an increase in expenditures. This contributed favorably to the net GIA variance. <p>Consolidated Income Statement</p> <ul style="list-style-type: none"> • For the month we ended with a net surplus of \$42k or 2% margin. • Year-to-date, the deficit is \$49k. • Seven months prior year-to-date is an unfavorable \$839k • If we meet budget going forward the projected year end surplus would be \$5k. Victor expects this to be higher due to the additional funding of \$704k we will be receiving from DBHDD. 		

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Announcements	Zadie Peters submitted her resignation today. Due to personal circumstances she felt it was best to resign. She is going to give us some names of people she feels might be interested in representing Towns County.		
Adjournment	With no further business Joe Hirsch adjourned the meeting at 8:12 p.m.		
Presiding Officer signature indicating approval			
			
<div style="text-align: right;">  Date Approved </div>			

Respectfully submitted,



Regina Grisham
Recording Secretary