

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: October 28, 2014	TIME: 7:34 p.m. – 8:23 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Deborah Mack, Board Chair

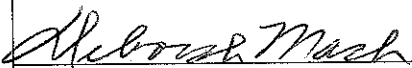
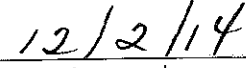
Attendance

Brian Alexander	<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
Rita Bush	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Jimmy Hooper	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Zadie Peters	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Quentin Carr	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Sonny James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Judy Theilman	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Margaret Gregory	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Todd Levent	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Charles Higgs	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Deborah Mack	<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	Mary Donna McAvoy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Allan Harden	<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

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
Welcome & Call to Order	The October 28, 2014 meeting of the Board of Directors was called to order by Board Chair, Deborah Mack at 7:34 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Angela Whidby; second by Zadie Peters. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 10 Board members attending this meeting.		
Review of Minutes	Motion to approve the September 23, 2014 minutes was made by Anne Mundy; second by Angela Whidby. Motion carried.		
Business	<p>Board Chair Report Deborah Mack reported that she attended the Georgia Association of Community Service Boards Educational Exchange Conference. Joe Hirsch and Angela Whidby also attended along with members from the executive team.</p> <p>CEO Report Cindy Levi shared pictures from various activities that our developmental disability programs have participated in.</p> <ul style="list-style-type: none"> • Operation Christmas Child • Scarecrow Contest • Golden Goal Awards • The Georgia Gathering <p>Cindy highlighted the following in her report that was previously emailed.</p> <ul style="list-style-type: none"> • Georgia Association of Community Service Boards Educational Exchange Conference • Organizational Climate Survey of our Staff • Intensive Treatment Residential Program • Program changes at the Gainesville Clubhouse • Submitted a proposal to DBHDD to redirect funds from our Ambulatory Detoxification program and expand our Intensive Outpatient Addiction Disease Services • Open enrollment is underway for the State Health Benefit Plan • Hall County Veterans Court • Golden Goals Awards • Highlights around Avita • Cindy also added to her report that we have had issues with bed bugs in the CSU. An exterminator has treated the unit, mattresses have been replaced and other measures have been implemented to control this problem. <p>Financial Update</p> <ul style="list-style-type: none"> • Victor Bowers reported that the Finance Committee reviewed the new DBHDD policies that apply to finance. • For the month of September we ended with a net surplus of \$143k and \$465k 		

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	<p>surplus for the year-to-date. The net surplus variance from budget was favorable \$9k.</p> <ul style="list-style-type: none"> Compared to the prior year the change is a favorable \$243k. <p>Revenue Variances from Budget was unfavorable \$74k due to:</p> <ul style="list-style-type: none"> GIA unfavorable due to family support services ramping up for FY15. Medicaid Waivers was unfavorable due to services provided to clients waiting on service authorizations. Once authorized the revenue will be recovered. <p>Expense Variances from Budget was a net favorable \$83k due to:</p> <ul style="list-style-type: none"> Salary and benefits was favorable due to unfilled budgeted vacancies. This includes a 3 month catch up of accrued uncompensated leave and depreciation expense. Depreciation and uncompensated leave are new line items on the P&L and is a new requirement from DBHDD. If we continue to meet budget going forward the projected year-end surplus would be \$1,265k. <p>Quarterly Corporate Compliance Program Report Dr. Roger Scott presented the 3rd quarter report for July – September 2014 and compared to the same period in 2013. The data comes from 3 main areas: 1) internal audits, 2) incident reports and 3) external audits.</p> <ul style="list-style-type: none"> Total reports increased from 31 to 50. Subject area increases: <ul style="list-style-type: none"> Health & Safety from 8 to 13 Service Quality from 11 to 18 Management Practices from 11 to 17 There was 1 allegation of theft that was unsubstantiated. <p>Finding of Investigation</p> <ul style="list-style-type: none"> 70% substantiated; 30% unsubstantiated. <p>Executive Session Joe Hirsch made the motion at 8:10 p.m. for the Board and Allan Harden to enter into executive session to discuss a personnel matter. Second by Sonny James. Motion passed. At 8:21 p.m. Anne Mundy made the motion to close executive session; second by Sonny James. Motion passed.</p> <p>Open Meeting Resumed Anne Mundy made the motion that the Board retract the salary offer approved in the last Board meeting and instead award a one-time incentive payment equivalent to what was paid to other members of the executive team. Second by Angela Whidby. Motion passed.</p>		
Announcements	Allan Harden announced that the Board Handbook has been updated. Board Members were given the new information for their notebooks.		
Adjournment	There being no further business, Zadia Peters made the motion to adjourn; second by Anne Mundy. Motion carried and the October 28, 2014 meeting was adjourned at 8:23 p.m.		
Chair's signature indicating approval   Deborah Mack Date Approved			

Respectfully submitted,



Regina Grisham
Recording Secretary