

Avita Community Partners
Board of Directors Meeting Minutes

DATE: August 24, 2022	TIME: 7:00 PM
PLACE: Avita Administrative Offices and Zoom	PRESIDING: Kent Woerner, Chair

Attendance

Seth Barnes, Jr.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alice Worthan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Terry Hawkins	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Carol Williams	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Angie Brown	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Avery Nix	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Sharon Bucek	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Bruce Palmer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rachel Mathis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shelly Echols	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Penny Penn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Brenda Hardy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Sherry Estep	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sammy Reece	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Executive Team Member Attendance

Greg Ball	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Lori Holbrook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hannah Quinn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cathy Ganter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<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
Call to Order	The Board Meeting was called to order at 7:02 PM by Kent Woerner.
Determine Quorum	A quorum was present with 15 out of 17 members.
Approval of Agenda	Motion to approve the agenda by Barbara Bosanko, seconded by Carol Williams, passed unanimously.
Approval of Minutes	Motion to approve the July 27, 2022 minutes by Barbara Bosanko, seconded by Sharon Bucek, passed unanimously.
Board Chair Report	<p>Kent welcomed everyone. Thanked Brenda Hardy for choosing Avita Board over the DBHDD board. He shared what he learned at the GACSB strategic planning meeting. One item was that the state is looking into whether they need CSB's to exist. Cindy stated that it would more likely be DBHDD to not exist and is not too worried. Kent stated he also joined the ACG meeting on mental health in Gwinnett County as a certified commissioner. They discussed the Co-responder program.</p> <p>Penny Penn recited and signed her oath of vice-chair.</p>
Oath of Office	Angela Whidby and Carol Williams recited and signed their oath of office. Their terms will end on June 30, 2025.
CEO Report	<p>Cindy reviewed the following in her report:</p> <ul style="list-style-type: none"> • Any day now, Avita should be getting the back payment from the IDD temporary rate increase which was authorized by the Center for Medicare and Medicaid through the Appendix K process and effective July 1, 2021. It is promised to be in the hands of Providers before the end of August. • Another initiative is being addressed by the statewide IDD Workforce Committee. This committee is evaluating everything from establishing minimum wage rates to be paid to Direct Support Professionals, to methods for recruiting and retaining these direct care staff. • The sale of .27 acre of our property located on Thurmon Tanner Parkway to a neighboring business who plans to build a warehouse off Avery Road was completed as planned on August 11th. Avita realized a net proceed of \$50,000 from this sale. • The Georgia Association of Community Service Boards (GACSB) held its annual strategic planning session at Jekyll Island on August 8th and 9th. Avita's Board Chair, Kent Woerner, who is also the President of the GACSB represented Avita at this Planning Session. They established 7 goals. • After months of exploring the option of privatizing Avita's pharmacy with Genoa as the contractor, the decision was made to keep the pharmacy in-house and operated by Avita. • The new 9-8-8 emergency phone number for residents experiencing a mental health crisis rolled out without fanfare July 16, 2022. This 3-digit number can be called 24/7.

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	<ul style="list-style-type: none"> • In response to the Co-Responder portion of HB1013, Avita’s BHCC is setting up a pilot program with the Forsyth County Sheriff’s Department. • The renovations are complete for Avita’s new Rabun County office thanks to the support of Commissioner Kent Woerner. The furniture and IT equipment have been ordered and staff are ready to start. • We are working through the details of a Settlement Agreement with the management company for The Pines of Lanier. This is required to mitigate our claims of violating the Fair Housing Act. • The Gainesville Adolescent Clubhouse, The Journey, is now in full swing. The property received a face lift, and we are now fully staffed for the first time in over 3 years. • A Crisis Intervention Team (CIT) Crisis Response Summit was held on July 29th at the Georgia Public Safety Training Center. • The GACSB gathered input from its members and developed a white paper addressing recommendations for consideration in the re-procurement of Georgia’s Medicaid Care Management Organizations (CMOs). • We have reached critical nurse staffing levels at Avita’s BHCC and doing everything we can to hire more employees. • Avita received a subpoena from the US Department of Justice to provide information regarding our APEX Program and other mental health services we provide to children/adolescents of school age. • Cindy shared 2 success stories from IDD reports. • Congratulations to Michelle Thompson, Shannon Eades, and Avita’s Georgia Housing Voucher Program. They achieved the highest level of fidelity during their recent fidelity monitoring visit. • Congratulations to Chip Allen on his retirement from Avita. With close to 15 years of service in Avita’s IT Department, he helped keep our IT systems running. • The following staff have been recognized for going “Above and Beyond” over the past month: Debbie Rucker, Heather Valentine, and Grace Turner. • Cindy finished by sharing happenings around Avita, upcoming events and a few more success stories.
Financial Update	<p>Greg Ball reviewed the following in his report:</p> <ul style="list-style-type: none"> • July saw a \$4,000 surplus. • Current year revenues are \$68,000 (or 2.7%) above prior year revenues. • Current expenses are nearly spot on to our projections. • Current year expenses are \$315,000 (or 13.9%) above prior years levels. • Our Key Performance Indicators (KPIs) continued to exceed the targets established by DBHDD: <ul style="list-style-type: none"> ○ Cash on Hand is 89 days– still well above the 30 day minimum ○ Current Ratio – 6:1 ○ Days of Covered Expenses – 68 days –still well above the minimum of 60 days ○ Long Term Debt Ratio – .12:1 – same as last month – remains the same as we have minimal long-term debt ○ We are off to a great start of FY23
Strategic Plan & Quarterly Corporate Compliance	<p>Cathy reviewed the following in her reports:</p> <p>Compared to the same quarter of the last fiscal year:</p> <ul style="list-style-type: none"> • Drop in internal reports by 11, from 81 to 70; external reports had a drop from 3 to 0; overall 11 less reports were produced • We had 1% unsubstantiated claims versus 4% last fiscal quarter. • She highlighted other patterns and trends within the corporate compliance statistics. • Went over the quarterly strategic plan update and verbally shared specific targets. One such number was that the engagement rate was 76.86%. (70% minimum) We also have a 99% compliance rate for training within the first 90 days of employment. We exceeded the 90% threshold of cost reimbursed contracts with 91.6%.

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Permanent Supportive Housing Contract	<ul style="list-style-type: none"> The contract did not come in on time for action. No action taken.
CEO Performance Review	<ul style="list-style-type: none"> Allan informed the board members that they will get an email to provide performance feedback. The compiled results will be discussed at another meeting.
Committee Reports	<ul style="list-style-type: none"> Board Governance: Kent reviewed the June 22nd meeting including that they reviewed and recommended changes to the by-laws. Community and Client Relations: From the June 22nd meeting: discussed how they tried to spend down the grants for family support. Behavioral Health Outpatient Services: we have hired staff for the Lumpkin Peer Program. Community Housing: we still need to recruit staff for the new residential program. Gainesville Clubhouse: on July 1st, we will be fully staff. Beacon (an external review agency contracted by DBHDD) is here doing an audit this week for the Behavioral Health Outpatient, ACT, and BHCC services. Finance: None given.
Announcements	<ul style="list-style-type: none"> Decided to make Thursday, December 1, at 6:30 p.m. our Nov/Dec. meeting. Shanna Prather will be joining the Board of Directors next month as the Union County appointment. Her term will go through June 30, 2024. Rachel Mathis announced her success in talking with the Towns County Commissioner and obtained a \$5,500 donation to Avita. Hariah reminded board members to sign the "Delegation of Authority" document if they had not done so already.
Adjourn at 9:35 pm	Barbara Bosanko made a motion to adjourn followed by Sharon Bucek, who seconded it--unanimous.

Kent Woerner

September 28, 2022

Presiding Officer Signature

Date Approved

Respectfully submitted,

Hariah Hutkowski

Hariah Hutkowski, Recording Clerk