

Avita Community Partners
Board of Directors Meeting Minutes

DATE: September 22, 2021	TIME: 7:00 PM
PLACE: Virtual and Teleconference available through Zoom	PRESIDING: Angela Whidby, Chair

Attendance

Seth Barnes, Jr.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Deena Handy	<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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Anne Davis	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Bruce Palmer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alice Worthan	<input type="checkbox"/> Yes <input checked="" 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		<input 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		<input type="checkbox"/> Yes <input type="checkbox"/> No

Executive Team Member Attendance

Greg Ball	<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
Cathy Ganter	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hannah Quinn	<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
Welcome & Call to Order	After the Spotlight on Services presentation by Lori Holbrook, the Board Meeting was called to order at 7:00 PM by Angela Whidby.
Determine Presence of a Quorum	A quorum was present with 12 members in attendance.
Approval of Agenda	Motion to approve the agenda was made by Barbara Bosanko; second by Terry Hawkins. Motion carried.
Approval of Minutes	Motion to approve the August 25, 2021, minutes was made by Barbara Bosanko; second by Carol Williams. Motion carried.
Board Chair Report	Angela Whidby reminded the Board members to let Dana know if they want to attend the GACSB Educational Exchange November 7-9, 2021 at Lake Lanier Islands.
CEO Report	<p>Cindy Levi reviewed the following in her report:</p> <ul style="list-style-type: none"> • Avita received the adjusted DBHDD Adult Mental Health contract that included an additional \$505,147 to help cover the wage adjustments made at the start of FY22. • Covid continues to effect Avita by making it difficult to hire staff and having to shut down programs due to Covid contacts. Sadly, we lost another client to Covid who was involved at our Habersham IDD day program. • We are keeping abreast of the announcement by President Biden that requires a Covid vaccination mandate for all businesses with over 100 employees. No final decision has been made on the issue. • Avita is working with NGMC to streamline the process of admitting their patients into our CSU. • Avita hosted a CIT with the Cornelia Police Department and will host another training in Gainesville in December. • The United Way of Forsyth County hosted the 5th Annual Suicide Awareness/Mental Health Summit and Avita was represented. • 29 individuals from Georgia, including Avita staff, took part in the Dream Ride Experience to raise money for the Special Olympics. • Two of Avita's Transitional Housing Program clients in Demorest got married last month. Congratulations to the happy couple.
Financial Update	<p>Greg Ball reviewed the following in his report:</p> <ul style="list-style-type: none"> • August's actual net operating results reflect a \$5,000 net surplus for the month and \$257,000 surplus for the year to date • Actual total monthly revenue compared to budget is an unfavorable variance of \$388,000 or 14.4%, driven mostly by the unused capacity at the newly opened BHCC and the continued lower outpatient clinic revenues due to Covid. • For August, we had a favorable expense variance from the budget of \$280,000. This favorable variance is due to the lag in the hiring of positions for the new BHCC and other operating costs associated with the BHCC.

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	<ul style="list-style-type: none"> • Our Key Performance Indicators (KPIs) continue to exceed the targets established by DBHDD: <ul style="list-style-type: none"> ○ Cash on Hand – 75 days ○ Current Ratio – 7.4:1 ○ Days of Covered Expenses – 191 days ○ Long Term Debt Ratio – 2.5:1
Committee Reports	<p>Board Governance: Kent Woerner reported that the following topics were discussed in the August committee meeting:</p> <ul style="list-style-type: none"> • Governor Kemp gave non-essential workers September 3 off as an opportunity to receive a Covid vaccination, Avita employees were given an extra 8 hours of PTO to use in lieu of closing offices on September 3 • The Board awarded Cindy Levi additional PTO days for her 10 years of service • Senate Bill 95 was discussed as it relates to teleconference meetings being held by our Board <p>Community and Client Relations: Penny Penn reported that the following topics were discussed in the August committee meeting:</p> <ul style="list-style-type: none"> • Free rapid Covid tests are being made available to Avita staff and clients • The incident reports for Covid have increased, and there have been various individuals and staff quarantined causing activities to be scaled back • There are new team leads in two of our areas • A Wellness Complex is planned in Forsyth County in which Avita will have an OP office • WTRS is short staffed but other staff are filling in <p>Finance: Seth Barnes Jr. reported that the following topics were discussed in the August committee meeting:</p> <ul style="list-style-type: none"> • Greg presented a detailed review of the various Avita revenue sources and the strategies around each. In summary: <ol style="list-style-type: none"> 1. 67% of Avita revenues are provided by the State (40% are in Expense Reimbursement contracts, 16% are Grant In Aid, and 11% are Fees For Services provided) 2. 28% of revenues are from Medicaid 3. The remaining 5% of revenues are from several sources, including HUD (1.2%), Client Fees (0.7%), Private Insurance (0.5%), Medicare (0.3%), and County Participation (0.9%). 4. Avita diversifies its revenues to the extent possible.
Announcements	<ul style="list-style-type: none"> • Educational Exchange is November 7-9, 2021, please let Dana know if you would like to attend • December Board Meeting will be held December 8, 2021
Adjournment	At 7:50 PM Kent Woerner made a motion to adjourn the meeting; second by Barbara Bosanko. Motion passed

Angela Whidby/DS

10/27/21

Presiding Officer Signature

Date Approved

Respectfully submitted,

Dana Sharitt

Dana Sharitt, Recording Secretary