

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: December 7, 2010	TIME: 7:09 p.m. – 8:15 p.m.
PLACE: Board Room @ Administrative Office	PRESIDING: Quentin Carr, Board Chair

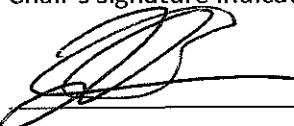
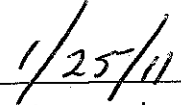
Attendance

Quentin Carr	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lewis McAfee	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Joe Hirsch	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Desiree' Reddick-Head	<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
Shelley Johnson	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Marilyn Woodruff	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rufus Larkin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alice Worthan	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Deborah Mack	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

13 Filled Positions (3 Vacancies)

Agenda Items	Key Discussion Points, Outcomes (Decisions, Action Items)	By Whom	By When
Welcome & Call to Order	The December meeting of the Board of Directors was called to order by Board Chair, Quentin Carr at 7:09 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Anne Mundy; second by Lewis McAfee. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 11 Board members attending this meeting.		
Review of Minutes	Motion to approve the October minutes was made by Laurice Jennings; second by Shelley Johnson. Motion carried.		
Business	<p>Ativa Report Carol Perkins reported. Ativa would like to support Avita and partner with fundraising, especially where we are aligned with our missions. Ken Barrett sent a letter to Quentin expressing interest in partnering with us.</p> <p>Executive Session Lewis McAfee made a motion at 7:14 p.m. for the Board to enter into executive session to discuss a personnel matter. Second by Deborah Mack. Motion carried.</p> <p>Executive session closed and the meeting reconvened at 7:25 p.m.</p> <p>Anne Mundy made the motion to raise Cheryl Barnet's salary 40% from base pay and make it retroactive. Second by Al Gonzalez. Motion carried.</p> <p>Board Chair Report Quentin reported that we continue to move forward on the CEO search and are making good progress. Quentin expressed his appreciation to staff and the executive team for working very hard and the additional responsibilities everyone was taken on.</p>		

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	<p><u>CEO Report</u> Cheryl emailed her report earlier today. We had the legislative lunch and those who were unable to attend we have given you a packet tonight. We had good representation from our Board.</p> <p>Crisis Stabilization Program – the visits the executive team have made they found to be very beneficial. Our contractor made the visits with the executive team and he has been great to work with. Construction has started and we will be open April 1, 2011. We met with Advantage Behavioral Health and learned that they contract with Dr. Hashmi to provide medical staff. The executive team met with Dr. Hashmi and will be meeting with him again tomorrow about contracting with us. We continue to recruit for a medical director. We are going to discuss with Dr. Hashmi about providing medical director coverage until we can find someone permanently.</p> <p>On October 19th the Department of Justice settled the lawsuit with the State of Georgia. The settlement includes community-based services. The state sent a statement of need for high intense services for developmental disabilities. We are submitting our proposal tomorrow. The State will notify who is selected by next week. Funding is around \$3 million.</p> <p>We met with the Regional Office Developmental Disabilities Coordinator recently and it was a very helpful meeting. We expect more of these meetings in the future.</p> <p><u>Financial Report</u> Victor Bowers reported that October was a positive month. We had some payout of termination leave. We are headed into our seasonality months. Things that will help our bottom line include the executive team vacancies, there are no significant terminations, and there is a reduction in our 401k. These reductions will help in November and December. When you take the YTD surplus of \$49k and the remaining months we still anticipate making a small margin by June 30th. Locum tenens expenses continue to decline and we had planned to be finished with locum tenens doctors in October. We still have to use this service to cover physician vacancies.</p> <p><u>Unfinished Business</u> <u>Strategic Plan for Year Ending June 30, 2010</u> Roger Scott reported we exceeded many of the goals. We met our outcomes and it continues to be favorable. We had high client satisfaction. Training goals were met, turnover of staff declined, and we were recognized for best practice in this area. Evidence-based practices training continues and we have internal capacity to provide. Standardizing clinical and business practices—this group has been very successful. The access and engagement project was part of the plan and this went very well. We are serving more clients with fewer resources. Electronic health record—this goal was</p>		

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	<p>achieved. The only goal we haven't met is the area of integrated healthcare partnerships. We have not been in a position with all the other challenges to move forward in this area. We plan to keep this on the next strategic plan.</p> <p><u>Corporate Compliance Report</u> Dr. Roger Scott gave the quarterly report for the period of July – September 2010 and compared to the same quarter in 2009. Number of reports decreased. Subject areas that saw a small increase was health and safety; all other subject areas decreased. Finding of investigations—62% substantiated and 38% unsubstantiated.</p> <p><u>Board Vacancies</u> We need to work on filling Banks, Franklin and Towns Counties. Board Development will work on this area with Cheryl.</p> <p><u>Committee Reports</u> <u>Board Development</u> Anne reported that they've talked about the reorganization of committees. They continue to work on the board member manual.</p> <p><u>Finance</u> Nothing further to report.</p> <p><u>Human Resources</u> Sarah reported that the Gainesville DD staff did a fundraiser by doing a funny fashion show. Cheryl made breakfast for administrative staff during customer service week and they also discussed the changes in committees.</p> <p><u>Services</u> No report.</p>		
Adjournment	Motion to adjourn by Anne Mundy; second by Laurice Jennings. Motion carried and the December Board meeting was adjourned at 8:15 p.m.		
Chair's signature indicating approval   Quentin Carr Date Approved			

Respectfully submitted,

Regina Grisham

Regina Grisham
 Recording Secretary