

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: June 22, 2010	TIME: 8:12 p.m. – 8:40 p.m.
PLACE: Board Room @ Administrative Office	PRESIDING: Desiree' Reddick–Head, Board Chair

Attendance

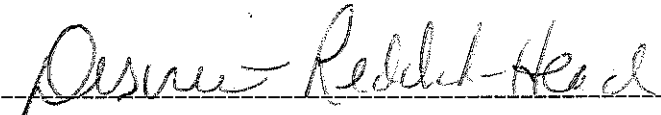
Quentin Carr	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lewis McAfee	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/>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

13 Filled Positions (3 Vacancies)

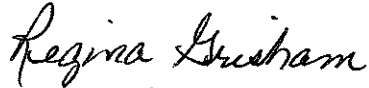
Agenda Items/Key Discussion Points	Outcomes (Decisions, Action Items)	By Whom	By When
Spotlight on Services	<p>Crisis Stabilization Program Presentation by Joe Rutherford, Roger Scott, and Victor Bowers. The following documents were distributed.</p> <ul style="list-style-type: none"> ◆ Letter to Dr. Shelp – Joe reviewed the letter to Dr. Shelp with our requests. Dr. Shelp put together a task force to address the needs from the DOJ suit. Pat Miller who reports to the governor has worked with Dr. Shelp. ◆ CSP Request—this document was written to address questions from the Department of Behavioral Health and Developmental Disabilities. Joe reviewed the hospital utilization table. ◆ Business Plan <p>Last week the Executive Team met with Audrey Sumner and Charles Fetner. They reviewed our proposal. Ms. Sumner and Mr. Fetner also met with Laurelwood to negotiate taking clients who need longer in patient care and we would take clients who needed a stay less than 8 days.</p> <p>Questions/Discussion How will this affect employment for staff? Roger discussed the staffing needs for the program which is outlined on page 12 of the business plan.</p> <p>Our fiscal projections did not include selling beds to Medicaid CMOs. If we sell 3–4 beds a month = \$2,500 per bed.</p>		

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	<p>Victor presented the Business Plan. Page 12 shows the costs associated with running the program. There will be 3 shifts plus a weekend shift. Victor reviewed pages 1-11 of the Business Plan</p> <ul style="list-style-type: none"> ◆ Program Business Description ◆ Opportunity ◆ Marketing ◆ Operations ◆ Technology ◆ Finance with projected P&Ls ◆ Estimated cash flows with the bank loan and credit line <p>By FY12 the program should start showing a margin. The construction loan would be paid back over 2 years.</p> <p>CEO Report—Joe Rutherford Medical Director Transition Plan—an interim plan is being developed. Dr. Rubenow has been talking with some doctors outside of Avita to help with the transition and to provide oversight after he leaves. On July 14th, 4:30 - 6:30 pm, there will be a reception for Dr. Rubenow and board members are invited to attend.</p> <p>Regional Contract Allocations for FY11—Developmental disabilities realized a 5.6% reduction and adult mental health received a 3.2% increase.</p> <p>Supportive Housing—Joe and Victor attended a presentation in Macon last week. There are Federal HUD funds to develop housing for special needs population.</p> <p>May's financial shows a loss for the month of \$175,000. Factors contributing to the loss include a drop in Medicaid revenue, the purchase of 2 vans for our developmental disability programs and locum tenens expense. Budget meetings were held with the region leadership teams. Joe has issued a directive to the teams that the budgets must breakeven or show a small margin this next fiscal year.</p>		
Welcome & Call to Order	The June meeting of the Board of Directors was called to order by Board Chair, Desiree' Reddick-Head at 8:12 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Al Gonzalez; second by Deborah Mack. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 10 Board members attending this meeting.		

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Review of Minutes	Motion to approve the May minutes was made by Quentin Carr; second by Shelley Johnson. Motion carried.		
Business	<p><u>Crisis Stabilization Program</u></p> <p>Quentin Carr made the following motion. "I move that the Board approve Avita's development and operation of a Crisis Stabilization Program contingent upon receiving an adequate increase in contractual funding, specific for this purpose".</p> <p>Discussion</p> <p>Anne Mundy asked if we contacted the bank for a loan and did we ask for funding from the state. Have we looked at projections down the road based on the state cutting funding? Yes. Is the loan a monthly payback? There are 2 loans; construction loan and a 2 year payback loan. Anne asked for the opinion of the finance committee—Quentin feels good about moving forward and it is a good way to diversify our revenue. Al—if you look at what the state is doing with the hospitals it makes sense to move in this direction and he has faith in the ability of Joe, Victor and the Executive Team. Rufus—do we have an alternative plan if we don't stay in this business and what would we do with the unit? There are no guarantees that the state will fund the program. We could still market and sell to Medicaid and other 3rd party payors.</p> <p>Al Gonzalez seconded the motion made by Quentin Carr. Desiree' Reddick–Head called for the vote by asking those in favor to raise their hand. Vote was unanimous so motion carried.</p> <p>Al Gonzalez made the following motion. "I want to make a motion to the Board of Directors to approve the signing of the Letters of Commitment with the Regions Bank for the Construction Loan and Line of Credit sources of funding".</p> <p>Discussion</p> <p>Credit Line Purpose—the state is getting ready to change payors for Medicaid. When the state changed in the past this caused revenue disruption. The credit line will be used to buy equipment and to operate the program. The bank understands we have to have board approval.</p>		

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	Alice Worthan seconded the motion made by Al Gonzalez. Desiree' Reddick-Head called for the vote by asking those in favor to raise their hand. Vote was unanimous so motion carried.		
Adjournment	Motion to adjourn to committees by Anne Mundy; second by Desiree' Reddick-Head. Motion carried and the June Board meeting was adjourned to committees at 8:40 p.m.		
Chair's signature indicating approval:			
<div style="display: flex; justify-content: space-between;"> <div data-bbox="89 525 747 640">  </div> <div data-bbox="1023 567 1209 630"> <p>7/27/10</p> </div> </div> <hr style="border-top: 1px dashed black;"/> <div style="display: flex; justify-content: space-between;"> <div data-bbox="89 640 389 667">Desiree' Reddick-Head</div> <div data-bbox="974 640 1177 667">Date Approved</div> </div>			

Respectfully submitted,



Regina Grisham

Recording Secretary