

Avita Community Partners
Board of Directors Meeting Minutes

DATE: August 22, 2017	TIME: 7:33pm – 8:58pm
PLACE: Administrative Office, Board Room	PRESIDING: Angela Whidby, Board Chair

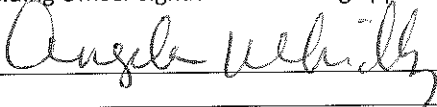
Attendance


Brian Alexander	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Anne Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sammy Reece	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Victor Anderson	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Margaret Gregory	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alan Wallhausen	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mark Baker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Julie Gruen	<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	Susan Harris	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Charles Higgs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Sylvia Chassner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Penny Penn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Executive Team Member Attendance

Victor Bowers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mary Donna McAvoy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cathy Ganter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lori Holbrook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Gwen Hall	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
Welcome & Call to Order	The August 22, 2017 meeting of the Board of Directors was called to order by Board Chair, Angela Whidby at 7:33 p.m.
Determine Presence of a Quorum	A quorum was present with 10 Board Members attending this meeting.
Approval of Agenda	Added to the agenda: Shelter Plus Care Resolution and Executive Session. Motion to approve the amended agenda was made by Mark Baker; second by Rita Bush. Motion carried.
Review of Minutes	Motion to approve the July 25, 2017 minutes was made by Barbara Bosanko; second by Julie Gruen. Motion carried.
Oath of Office	Alan Wallhausen, representing Hall County affirmed his oath of office for the term July 1, 2017 – June 30, 2020. Sylvia Chassner, representing Towns County affirmed her oath of office for the term remaining July 1, 2017 – June 30, 2018. Susan Harris, representing Stephens County will affirm her oath of office next month.
Board Chair Report	<ul style="list-style-type: none"> • Angela Whidby welcomed our new Board Members. Introductions were made. • Save the Date for the Georgia Association of Community Service Boards (GACSB), Educational Exchange Conference scheduled for October 22-24, 2017 at Chateau Elan. Avita will pay the registration fee. Lodging will be paid for if you have to travel more than one hour. Action: Board Members will notify Regina Grisham if they would like to attend.
CEO Report	Cindy Levi highlighted the following in her report. <ul style="list-style-type: none"> • Partnership with the Georgia Council on Substance Abuse and Northeast Georgia Medical Center • MOU with Habersham Medical Center • Construction projects at the Thurmon Tanner office • DBHDD raised the bar on KPIs effective August 1st • DCH intent to offer Autism services through Georgia Medicaid • Blairsville courtyard dedication and open house • Blairsville staff and clients who receive community access services attended a Braves game in Atlanta • Sheriff Departments educated IDD clients on the safe use of social media • CFO Services Agreement with ViewPoint Health has been finalized • Contract to expand WTRS from 10 clients to 12. The additional individuals will be part of the Medication Assisted Treatment (MAT) program • New CMO, CareSource was added • Evolve program hosted 5 events last month • Staff recognition for going above and beyond • Happenings around Avita • Success Stories

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	<p>Cindy added to her report</p> <ul style="list-style-type: none"> • Toccoa and Demorest Eclipse Parties • Vandalism at Hartwell Office • Cindy received a letter requesting to visit cemetery located on our property • "Released" a documentary about inmates released from prison • Charles Higgs, Union County Board Member is recovering from open heart surgery
Financial Update	<p>Victor Bowers, CFO reviewed the financial report for the month ending July 31, 2017.</p> <p><u>Financial Metrics</u></p> <ol style="list-style-type: none"> 1. Days of Cash on Hand: 78.9 days; minimum standard is 30 days. 2. Current Ratio: 8.8:1; minimum standard is 1:1 3. Days of Unreserved Net Assets to Total Expenses: 75.1 days; minimum standard is 60 days. 4. Long Term Debt to Net Assets: 0.21:1; maximum standard is 2.5:1 <p><u>Consolidated Income Statement</u></p> <p>Revenues had a favorable variance of \$71k primarily due to:</p> <ul style="list-style-type: none"> • GIA favorable \$126k primarily related to a surge in the reimbursable expenditures from Family Support services. • Other local funds were unfavorable \$66k related to reimbursable contract billings vs. budget for new contracts. <p>Expenses had a favorable variance of \$11k primarily due to:</p> <ul style="list-style-type: none"> • Salaries/benefits were favorable \$92k due to unfilled budgeted vacancies. • Family Support services had an unfavorable variance of \$172k due to the increase in reimbursable expenditures that contribute favorably to GIA. <ul style="list-style-type: none"> • We ended the month with a net surplus of \$154k which is also the YTD. Last year we ended the month with a deficit of \$76k. • If we continue to meet budget the projected year end net surplus would be \$641k.
Quarterly Corporate Compliance Report	<p>Cathy Ganter, COO reviewed the report for the period of April – June 2017.</p> <p>55 total reports</p> <p>Report Subjects</p> <ul style="list-style-type: none"> • Service Quality = 16 • Management Practices = 27 • Health & Safety = 12 <p>Finding of investigation:</p> <ul style="list-style-type: none"> • 89% substantiated • 11% unsubstantiated
Georgia Department of Community Affairs, Shelter Plus Care Grants	<p>Angela Whidby made the motion to approve three Resolutions for the Georgia Department of Community Affairs (DCA), Shelter Plus Care grants by authorizing Cathy Ganter, Chief Operating Officer, Lori Holbrook, Chief Clinical Officer, Allan Harden Human Resources Director and Christie Brooksher, Financial Operations Manager to be signer to draw funds from DCA on behalf of Avita Community Partners. Second by Mark Baker. Motion passed.</p>
Executive Session	<p>At 8:25 p.m. Barbara Bosanko made a motion to enter into executive session to discuss a personnel matter. Second by Mark Baker. Motion passed. Allan Harden was asked to stay.</p> <p>At 8:56 p.m. a motion was made by Alan Wallhausen to close executive session. Second by Barbara Bosanko. Motion passed.</p>
Adjournment	<p>With no further business a motion to adjourn was made by Barbara Bosanko; second by Kent Woerner. Motion carried and the August 22, 2017 Board meeting was adjourned at 8:58 p.m.</p>
<p>Presiding Officer signature indicating approval</p> <p></p> <p style="text-align: right;">Date Approved <u>9/26/17</u></p>	

Respectfully submitted,

 Regina Grisham
 Recording Secretary