

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: October 25, 2016	TIME: 7:19 – 7:55 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Brian Alexander, Board Chair

Attendance

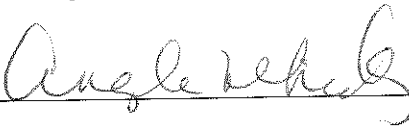
Brian Alexander	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Charles Higgs	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Melissa Mitchell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Barbara Bosanko	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Joe Hirsch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zadie Peters	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Sonny James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Sammy Reece	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Quentin Carr	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Todd Levent	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Angela Whidby	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Margaret Gregory	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Deborah Mack	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Terri Wofford	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Julie Gruen	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Guest: Hannah Cargle					

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
Gwen Hall	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Roger Scott	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
Welcome & Call to Order	The October 25, 2016 meeting of the Board of Directors was called to order by Board Chair, Brian Alexander at 7:19 p.m.		
Determine Presence of a Quorum	A quorum was present with 9 Board members attending this meeting.		
Approval of Agenda	Motion to approve the agenda was made by Quentin Carr; second by Joe Hirsch. Motion carried.		
Review of Minutes	Motion to approve the August 23, 2016 and September 27, 2016 minutes was made by Sonny James; second by Rita Bush. Motion carried.		
Business	<p>Appoint FY17 Parliamentarian Brian Alexander appointed Todd Levent.</p> <p>Board Chair Report No report this month.</p> <p>CEO Report Cindy Levi introduced Gwen Hall, Director of Developmental Disability Services and Hannah Cargle, Assistant Director of Developmental Disability Services. Cindy highlighted the following in her report:</p> <ul style="list-style-type: none"> • Homeless camp in Gainesville. Pictures and a newspaper article were shared. • New Semi-Independent Housing Program in Forsyth County • Effective October 1st, we have a Shared Services Agreement between Avita and Advantage Behavioral Health • Improvements made to the Gainesville Adult Outpatient office • Avita's Family meeting will be Friday, October 28th at 4pm. Board members were encouraged to attend. • Provider Numbers – 8 outstanding • Golden Goal Awards • Raising awareness for suicide prevention • Avita's Behavioral Health, Substance Abuse and Emerging Adult Programs collaborated on an event to celebrate recovery • Gainesville Clubhouse redesign • Rabun Clubhouse activities • Reorganization of our DD Leadership • Young Harris Women's Basketball Team hosted a kickball tournament and 		

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	<p>cookout for our Blairsville DD clients</p> <ul style="list-style-type: none"> • Joe Stapp is participating in the Forsyth County Coalition • Staff recognized for going above and beyond • Happenings around Avita & success stories <p><u>Review Mission, Vision & Values</u> The executive team recently reviewed and made a couple of recommended changes to the values. Todd Levent made a motion to approve the changes; second by Barbara Bosanko. Motion passed.</p> <p><u>Financial Update</u> Victor Bowers reviewed the financials for the month ending September 30, 2016. Financial Metrics</p> <ul style="list-style-type: none"> • Days of Cash on Hand: 58.8 days; minimum standard is 30 days • Current Ratio: 10.5:1; minimum standard is 1:1 • Days of Unreserved Net Assets to Total Expenses: 66.1 days; minimum standard is 60 days • Long Term Debt to Net Assets: 0.24:1; maximum standard is 2.5:1 <p>Variances Revenue was unfavorable \$91k primarily due to:</p> <ul style="list-style-type: none"> • FFS Adult was unfavorable \$67k. Part of the variance is Peer group and WHAM services continue to be denied while we wait for our provider number to be assigned. Once we receive we will be able to retro bill back to July 1st. • Medicaid Waivers was unfavorable \$54k due to fewer host home providers, delay in starting the Dawsonville program and an aggressive budget in Demorest. • All Other revenue was a favorable \$42k primarily due to catch up payments from the VA. <p>Expenses had a favorable variance of \$146k primarily due to:</p> <ul style="list-style-type: none"> • Favorable variance of \$149k in Salary/Benefits due to budgeted, unfilled vacancies and the new reimbursable contracts staffing levels in startup mode. • Unfavorable variance of \$34k in DD Family Support/Autism services due to an increase in expenses which contributes favorably to the net GIA revenue variance. • Unfavorable variance of \$9k in Equipment expenses due to computer upgrades and the business continuity project. <p>If we continue to meet budget the projected year-end surplus would be \$209k.</p>		
	<p><u>Georgia Department of Community Affairs Housing Resolution</u> Sonny James made the motion that we approve the Resolution for the Georgia Department of Community Affairs (DCA), Shelter Plus Care, Supportive Services Grant by authorizing Victor Bowers, Chief Financial Officer, Roger Scott, Chief Operations Officer, Christie Brooksher, Financial Operations Manager and Allan Harden, Human Resources Director to be signers to draw funds from DCA on behalf of Avita Community Partners. Second by Barbara Bosanko. Motion passed.</p> <p><u>Executive Session</u> At 7:55 p.m. a motion was made by Quentin Carr to enter into executive session to discuss a personnel matter; second by Joe Hirsch. Motion passed. Allan Harden was asked to stay. At 8:55 p.m. a motion was made by Sonny James to close executive session; second by Joe Hirsch. Motion passed.</p>		

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	Resume Open Meeting Todd Levent made a motion to increase Cindy Levi's salary 3.5%; second by Sonny James. Motion passed.		
Adjourn	With no further business a motion to adjourn was made by Sonny James; second by Todd Levent. Motion carried and the October 25, 2016 Board meeting was adjourned at 8:57 p.m.		
Presiding Officer signature indicating approval  12/6/16 <div style="display: flex; justify-content: space-between;"> Date Approved </div>			

Respectfully submitted,



Regina Grisham
 Recording Secretary