

Avita Community Partners  
Board of Directors Meeting Minutes

|  |                                   |
|--|-----------------------------------|
| DATE: February 24, 2021                                  | TIME: 7:00 PM                     |
| PLACE: Virtual and Teleconference available through Zoom | PRESIDING: Barbara Bosanko, Chair |

Attendance

|                  |   |               |   |                 |   |
|------------------|---|---------------|---|-----------------|---|
| Seth Barnes, Jr. | <input checked="" 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 |
| Barbara Bosanko  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Deena Handy   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Jennifer Scalia | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Angie Brown      | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Terry Hawkins | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Angela Whidby   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Peggy Brown      | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Avery Nix     | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Carol Williams  | <input type="checkbox"/> Yes <input checked="" 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 | Kent Woerner    | <input checked="" type="checkbox"/> Yes <input 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 | Alice Worthan   | <input checked="" 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 checked="" type="checkbox"/> Yes <input 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        | The February 2021 meeting of the Board of Directors was called to order by Barbara Bosanko   |
| 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 Angela Whidby; second by Seth Barnes Jr. Motion carried   |
| Approval of Minutes            | Motion to approve the January 27, 2021 minutes was made by Angela Whidby; second by Kent Woerner. Motion carried.  |
| Board Chair Report             | Barbara expressed thanks to Dana Sharitt for her help arranging the Board Meetings   |
| CEO Report                     | <p>Cindy Levi reviewed the following in her report:</p> <ul style="list-style-type: none"> <li>• The Georgia State Legislature is currently in session. The Bills being considered that are of most interest to Avita are: Allowing APRNs to prescribe schedule II drugs in an emergency, the allowance to extend Telehealth options permanently, to allow DBHDD to coordinate all audits of BH provider to prevent duplication, grant permission for meetings to continue in a teleconference format during non-emergencies, expands Medicaid coverage for pregnant women, provides a Medicaid expansion program allowing greater coverage, allows for participation in an interstate licensure compact for social workers, professional counselors and LMFT</li> <li>• SPADD and GACSB joined efforts to lobby for a rate increase for services provided by DSPs, our Board member Kent Woerner was one of those who testified</li> <li>• We are pleased to see the number of Covid cases decrease in Georgia, but we are still taking precautions to keep numbers at Avita down</li> <li>• Construction progress continues at the BHCC</li> <li>• Gov. Kemp signed the Amended FY21 Appropriation ACT that includes a \$1,000 one-time pay supplement, CSBs are included in this act</li> <li>• The Forsyth Sheriff's Department CoResponder program has been working for 4 months and has provided training to local law enforcement and 82 calls were resolved at the scene</li> <li>• Budget requests to our local counties for consideration in fiscal year 2022 has begun</li> <li>• No updates from our business interruption insurance claim</li> <li>• Avita staff receiving Above and Beyond recognition were mentioned</li> </ul> |
| Staff Pay Supplement           | <p>Cindy –</p> <p>Avita has 279 employees total, 240 of those would be covered by the one-time \$1,000 supplement under the Appropriation ACT, Avita would like to include a supplement to the 24 part-time employees of \$500, as well as \$1,000 to the 15 staff that make over the \$80,000 limit. Avita would pay \$27,000 in addition to the state contribution.</p> <p>Motion to approve made by Angela Whidby, second by Alice Worthan. Motion passes.</p>  |
| Financial Update               | <p>Greg Ball reviewed the following in his report:</p> <ul style="list-style-type: none"> <li>• Avita continues to have a solid year. On a YTD basis, we have a \$729,000 surplus, or 4.9% margin</li> </ul>   |

| Agenda Items                                      | Key Discussion Points/Outcomes/Decisions/Action Items   |
|---|---|
|   | <ul style="list-style-type: none"> <li>• We are about \$500,000 short of our revenue target this year; our expense levels are \$1 million less than we expected them to be at this time</li> <li>• Revenues: Reduced revenue is due to the reduced volume of clients being seen due to the pandemic, partially offset by both state and federal funds, current year revenues are \$774,000 (4.9%) below prior year levels, also due to Covid and several of our programs are no longer being funded by the state</li> <li>• Expenses – \$1.1 million favorability to our budget across all areas especially in salaries and benefits, current year expenses are \$1.6 million (10.3%) below prior year levels</li> <li>• Total revenue and expenses summary – Our expenses have declined at a greater rate than our revenues</li> <li>• BHCC – \$7.6 million is our current expenditure and that amount is primarily on construction costs</li> <li>• Our Key Performance Indicators (KPIs) continue to exceed the targets established by DBHDD: <ul style="list-style-type: none"> <li>○ Cash on hand – 113 days</li> <li>○ Ratio – 6.2:1</li> <li>○ Days of Covered Expenses – 180 days</li> <li>○ Long term debt ratio – .15:1</li> </ul> </li> </ul>  |
| Strategic Plan Update (October – December 2020)   | <p>Cathy Ganter reviewed the following in her report:</p> <ul style="list-style-type: none"> <li>• The time period covered is October 2020 - December 2020</li> <li>• The Objectives are broken down into 4 parts: <ol style="list-style-type: none"> <li>1. Customer</li> <li>2. Learning and Growth</li> <li>3. Processes</li> <li>4. Financial</li> </ol> </li> <li>• The targets that were not met are currently being worked on for improvement. Many of the targets not met were due to Covid and plans have already been made to remedy those in 2021.</li> </ul>  |
| Corporate Compliance Annual Report – Cathy Ganter | <p>Cathy Ganter reviewed the following in her report:</p> <ul style="list-style-type: none"> <li>• The purpose of this program is to implement organizational policies, procedures and practices designed to prevent, detect, and correct unethical and illegal practices, waste, fraud, and abuse, intentional and unintentional.</li> <li>• The trends for 2020 were: <ol style="list-style-type: none"> <li>1. Total reports decreased from 459 to 408, for 2020 our Covid reports totaled 731 which do not fall under corporate compliance reports</li> <li>2. In report subject areas, there were decreases in Health and Safety, Business Practices and Management Practices and increases in Service Quality</li> </ol> </li> </ul> <p>Conclusions –</p> <ul style="list-style-type: none"> <li>• The regulatory environment continues to evidence ongoing change in scope requirements and consequences</li> <li>• Compliance Program efforts continue to focus on: <ol style="list-style-type: none"> <li>1. Ensuring adherence to our values and ethical standards</li> <li>2. Monitoring and adjusting to changes in regulatory environment</li> <li>3. Use of data on performance, field trends and best practices for continuous improvement of service access, efficiency, outcomes, customer satisfaction and regulatory compliance</li> </ol> </li> </ul> |
| Announcements                                     | N/A   |
| Adjournment                                       | At 7:52 PM Angela Whidby made a motion to adjourn the meeting; second by Alice Worthan, motion passed   |

Barbara Bosanko/DS

3/24/21

Presiding Officer Signature

Date Approved

Respectfully submitted,

*Dana Sharitt*

Dana Sharitt  
Recording Secretary