

Avita Community Partners
Board of Directors Meeting Minutes

DATE: December 3, 2019	TIME: 7:30pm – 8:17pm
PLACE: Administrative Office, Board Room	PRESIDING: Barbara Bosanko, Chair

Attendance

Seth Barnes, Jr.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Sylvia Chassner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Penny Penn	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input 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
Angie Brown	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Shelly Echols	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Jennifer Scalia	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Peggy Brown	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Susan Harris	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Angela Whidby	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Melissa Cammack	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Avery Nix	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Executive Team Member Attendance

Greg Ball	<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 Cooper	<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
Spotlight on Services	The Blairsville I/DD clients sang Christmas songs and presented the board members with a gift. The gifts were made by the clients.
Welcome & Call to Order	The December 3, 2019 meeting of the Board of Directors was called to order by Board Chair, Barbara Bosanko at 7:30 p.m.
Determine Presence of a Quorum	A quorum was present with 8 board members in attendance.
Approval of Agenda	Motion to approve the agenda was made by Sylvia Chassner; second by Kent Woerner. Motion carried.
Review of Minutes	Motion to approve the September 24, 2019 and October 17, 2019 minutes was made by Avery Nix; second by Anne Davis. Motion carried.
Board Chair Report	Barbara Bosanko thanked Avita for the delicious meal and the presentation by the Blairsville IDD group.
CEO Report	<p>Cindy Levi highlighted the following in her report.</p> <ul style="list-style-type: none"> • Proposed budget cuts • NAMIWalks North Georgia 5K • ACT Fidelity Monitoring • Supported Employment • Annual Beacon Audit results • CSU specific audit • Commissioner Fitzgerald’s newsletter featured one of the veteran’s receiving Avita services • Two Avita staff were recognized for using use their CPR skills to aid a client in distress • Avita’s line of credit with Regions Bank was renewed for another year. • Staff received a holiday bonus • Fortify Pi restaurants and Wander North Georgia donated coats and gloves to the Rabun Clubhouse clients. • The State of Georgia, through the Medicaid office submitted applications to the Centers for Medicare and Medicaid Services for 2 new Waivers. • GACSB Annual Educational Exchange was attended by Kent Woerner, Sylvia Warner and executive team members • NAMI hosted a Civic Dinner in Blairsville • Avita has received numerous calls regarding transitioning Medicare and Commercial Insurance clients to other providers. • Staff recognized for going above and beyond • Pictures of improvements at the Toccoa office • Michelle Burges and Carly Anderson gave an overview of Avita I/DD services at the Towns County Commissioner meeting and was featured in the local newspaper. • Cindy shared pictures of recent Community Access Group activities.

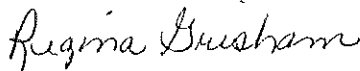
Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
	<p>Greg Ball, CFO reviewed the financial report for the month ending October 31, 2019</p> <p><u>Consolidated Income Statement</u></p> <ul style="list-style-type: none"> October's net operating results reflect a \$21K net surplus for the month and \$204K surplus for the fiscal year to date. This is a 0.9% margin for the month and 2.2% fiscal year to date. Prior year, year to date revenue was a positive change of \$279,937 Prior year, year to date expenses was a deficit of \$68,820 <p><u>Comparison of Budget to Actual</u></p> <ul style="list-style-type: none"> Revenue for the month had an unfavorable variance of \$125K primarily due to the shortfalls in IDD Medicaid Waivers and BH Fee for Service. Expenditures for the month had a favorable variance of \$80K primarily due to open positions and lower contractor costs. <p><u>Balance Sheet</u></p> <ul style="list-style-type: none"> Cash on hand as of 10/31/19 is \$6.9 million Receivables for the month was \$1.8million Total liabilities & fund balance is \$10.8million <p><u>Financial Metrics (Key Performance Indicators)</u></p> <ul style="list-style-type: none"> Days of Cash on Hand: 95.6 days; minimum standard is 30 days Current Ratio: 7.2; minimum standard is 1:1 Days of Unreserved Net Assets to Total Expenses: 64.7 days; minimum standard is 60 days Long Term Debt to Net Assets: 0.56:1; maximum standard is 2.5:1
Quarterly Corporate Compliance Report	<p>Cathy Ganter, COO presented the quarterly report for the period July-September 2019</p> <ul style="list-style-type: none"> Total reports increased from 96 to 112 <p>Report Subjects</p> <ul style="list-style-type: none"> Service Quality increased from 60 to 67 Health & Safety increased from 20 to 32 Business Practices 1 (no change) Management Practices decreased from 15 to 12 <p>Report Dispositions</p> <ul style="list-style-type: none"> Percent substantiated increased from 81% to 95% Percent unsubstantiated decreased from 19% to 5%
Committee Reports	<p><u>Board Governance</u></p> <ul style="list-style-type: none"> The committee discussed finding the perfect night where members don't have conflicts and can attend the meetings. Board members provide a valuable service. CSBs are undergoing a lot of changes with budget cuts and Medicare changes. They are the safety net and there is no one else to do what we do. Kent also gave a report to the committee on the GACSB Educational Exchange. As a commissioner Kent reviews how SPLOST funds are used. January-March the state did not do well financially. April was better. Kent is trying to get a better understanding of what is going on at the state level. He hopes to get an opportunity to talk to the governor in the near future. Cindy added that the GACSB leadership is advocating for meetings be allowed via teleconference. Current state law does not permit at this time. <p><u>Community & Client Relations</u></p> <p>Sylvia Chassner reported that the committee did not have a quorum. Topic discussed was on filling vacant positions.</p> <ul style="list-style-type: none"> Human Resources staff are attending job fairs in the area. Many applicants are new graduates. Avita APEX and Accountability Court counselors are being recruited by the schools and courts which has caused a lot of turnover in these programs. Reviewing new FLSA salary standard. <p><u>Finance</u></p> <p>Greg Ball reported the committee did not have a quorum. He reviewed the following:</p>

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
	<ul style="list-style-type: none"> • Budget reductions • Revenue streams • Decisions that were made about Medicare and Commercial Insurance
Lavonia Property	<ul style="list-style-type: none"> • Carry-On Trailer expressed an Interest In purchasing our Lavonia property. • Cindy was expecting a proposal to present to the board tonight, but she has not received. • Carry-On Trailer provides the space for the Lavonia Center and has hired some of Avita clients.
Public Comments	<p>Frankie Reed, a Hall County Avita client reported that she has completed the co-occurring group sessions. She shared how much the group has helped in her recovery and she has benefited greatly. The group met weekly under the direction of Willie Whited who is retiring. Ms. Reed asked if Avita was planning to continue the group.</p> <p>Ms. Reed also heard that Avita might sponsor a peer-to-peer training. Cindy reported there is a peer-to-peer group that is sponsored by NAMI. Ms. Reed reported NAMI doesn't have enough volunteers to provide the training and can't offer at this time.</p> <p>Cindy offered to contact NAMI.</p>
Adjourn	With no further business, Barbara Bosanko adjourned the meeting at 8:17pm.


 Presiding Officer Signature

1-16-2020
 Date Approved

Respectfully submitted,



Regina Grisham
 Recording Secretary