

Avita Community Partners  
Board of Directors Meeting Minutes

DATE: February 26, 2019	TIME: 7:30 – 8:07pm
PLACE: Administrative Office, Board Room	PRESIDING: Angela Whidby, Board Chair

Attendance

Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Margaret Gregory	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sammy Reece	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Angie Brown	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Julie Gruen	<input type="checkbox"/> Yes <input checked="" 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	Alan Wallhausen	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ed Nichols	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Sylvia Chassner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Avery Nix	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Kent Woerner	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Anne Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Penny Penn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

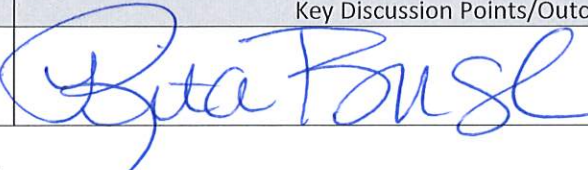
Executive Team Member Attendance

Cathy Ganter Cooper	<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
Gwen Hall	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Derek Singleton	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hannah Cargle	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Greg Ball	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items			
Reorganization of Committee Members	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"><u>Board Governance</u> Ed Nichols Barbara Bosanko Kent Woerner</td> <td style="width: 33%; vertical-align: top;"><u>Community &amp; Client Relations</u> Sylvia Chassner Susan Harris Peggy Brown Penny Penn Anne Davis</td> <td style="width: 33%; vertical-align: top;"><u>Finance</u> Alan Wallhausen Rita Bush Angie Brown Angela Whidby</td> </tr> </table> <p>Board Members absent will be assigned to a committee.</p>	<u>Board Governance</u> Ed Nichols Barbara Bosanko Kent Woerner	<u>Community &amp; Client Relations</u> Sylvia Chassner Susan Harris Peggy Brown Penny Penn Anne Davis	<u>Finance</u> Alan Wallhausen Rita Bush Angie Brown Angela Whidby
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Welcome & Call to Order	The February 26, 2019 meeting of the Board of Directors was called to order by Board Chair, Angela Whidby at 7:30 p.m.			
Determine Presence of a Quorum	A quorum was present with 12 Board members attending this meeting.			
Approval of Agenda	Motion to approve the agenda was made by Barbara Bosanko; second by Rita Bush. Motion carried.			
Review of Minutes	Motion to approve the January 22, 2019 minutes was made by Barbara Bosanko; second by Alan Wallhausen. Motion carried.			
Board Chair Report	Angela Whidby had nothing new to report this month.			
CEO Report	<p>Cindy Levi highlighted the following in her report.</p> <ul style="list-style-type: none"> <li>• APEX Program is expanding. We will be receiving an additional \$330,000 to add counselors in 10 additional schools. Currently we have counselors in 31 schools across our catchment area.</li> <li>• Attended CSB Day at the Capitol on February 13, 2019. Met with Rep. Kevin Tanner to discuss the Bill he plans to introduce on Georgia’s mental health system</li> <li>• Presented “CSB 101” on February 5<sup>th</sup> to the Health and Human Services Committee of the House</li> <li>• Vehicle leasing—we requested a waiver from the Department of Administrative Services to lease from a local dealer. The State Contract vendor bids were substantially higher. By leasing locally, Avita will save approximately \$146,000 over the next 4 years.</li> <li>• Behavioral Health Crisis Center—Winter Construction was selected as the General Contractor. Our proposal to purchase the adjoining property was not successful. Cindy shared the preliminary drawing with the board.</li> <li>• Meeting with Healthcare Staffing. After analysis there would be no cost savings for Avita. Plan to discuss with a couple of staff for feedback.</li> <li>• DBHDD hosted a meeting in Macon to discuss concerns with IDD services.</li> <li>• Avita hosted the CARES Academy</li> <li>• Unify North Georgia Collaborative met today. The topic was on human trafficking.</li> <li>• Flowery Branch Police Department is hosting the Crisis Intervention Team training this week</li> <li>• The Night to Shine Prom was held February 12<sup>th</sup>. A video was shown to the board earlier this evening</li> </ul>			

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	<ul style="list-style-type: none"> <li>• Stephens County Mental Health Collaborative received a federal grant from the Substance Abuse and Mental Health Services Administration. Avita is training Stephens County first responders on how to administer Narcan.</li> <li>• New members on the Executive Team—Greg Ball is our new CFO. Dr. Wesley Seabolt will become our new Medical Director April 1<sup>st</sup>.</li> <li>• Staff recognition</li> </ul> <p>Upcoming Events</p> <ul style="list-style-type: none"> <li>• Youth MH First Aid Training: March 8<sup>th</sup> &amp; April 26<sup>th</sup></li> <li>• Community Health &amp; Wellness Fair: May 15<sup>th</sup> at the Gainesville Clubhouse</li> <li>• Applied Suicide Intervention Skills Training: August 29<sup>th</sup>-30<sup>th</sup> &amp; September 19<sup>th</sup>-20<sup>th</sup></li> <li>• Avita Staff Fun Night at Babyland in Cleveland on May 17<sup>th</sup></li> </ul>
	<p>Derek Singleton, CFO reviewed the financial report for the month ending January 31, 2019.</p> <p><u>Consolidated Income Statement</u></p> <ul style="list-style-type: none"> <li>• January's net operating results reflect a \$78K net surplus for the month and \$94K for the fiscal year to date. This is a 3.3% margin for the month and 0.6% margin for the fiscal year to date.</li> <li>• 7 months prior year, year to date revenue was a positive change of \$482K.</li> <li>• 7 months prior year, year to date expenses was an unfavorable change of \$210K.</li> </ul> <p><u>Comparison of Budget to Actual</u></p> <ul style="list-style-type: none"> <li>• Revenue had an unfavorable variance of \$11K is primarily due to a net unfavorable variance in GIA, Fee for Service and Medicaid.</li> <li>• Expenditures had a favorable variance from budget of \$43K primarily due to a favorable variance in salaries and benefits.</li> <li>• If we continue to meet budget the projected end of fiscal year surplus would be \$165K.</li> </ul> <p><u>Balance Sheet</u></p> <ul style="list-style-type: none"> <li>• Cash on hand as of 1/31/19 is \$4.63 million</li> </ul> <p><u>Financial Metrics (Key Performance Indicators)</u></p> <ul style="list-style-type: none"> <li>• Days of Cash on Hand: 62.9 days; minimum standard is 30 days.</li> <li>• Current Ratio: 8.6:1; minimum standard is 1:1.</li> <li>• Days of Unreserved Net Assets to Total Expenses: 52.4 days; minimum standard is 60 days. Derek explained why we are not meeting this KPI is due to a change in the Government Accounting Standard in how we account for postemployment benefits.</li> <li>• Long Term Debt to Net Assets: 0.62:1; maximum standard is 2.5:1.</li> </ul>
Corporate Compliance Annual Report	<p>Cathy Ganter Cooper presented the 2018 Annual Report. She highlighted the following in the report.</p> <ul style="list-style-type: none"> <li>• Program Purpose, Objectives &amp; Priorities</li> <li>• Key Federal Initiatives</li> <li>• US False Claims Act</li> <li>• Whistleblower Protection</li> <li>• Program Components &amp; Effectiveness</li> <li>• What we expect of Employees and Contract Service Providers</li> <li>• 2018 Program Activity</li> <li>• Report Types, Subjects &amp; Dispositions (2014 – 2018)</li> <li>• Report Subjects</li> <li>• Report Dispositions</li> <li>• Data Trends</li> <li>• Conclusions</li> </ul>
Georgia DCA Housing Resolution	<p>Alan Wallhausen made the motion to approve the Resolution for the Georgia Department of Community Affairs, Continuum of Care grant by authorizing Cathy Ganter Cooper, Chief Operating Officer, Lori Holbrook, Chief Clinical Officer, Allan Harden, Human Resources Director and Christie Brooksher, Financial Operations Manager to be signers to draw funds from DCA on behalf of Avita Community Partners. Second by Sylvia Chassner. Motion carried.</p>
Announcements	<p>Angela Whidby announced that Franklin County is hosting an event on Human Trafficking on April 18<sup>th</sup> at Carnesville City Hall.</p>
Adjournment	<p>With no further business, Angela Whidby adjourned the February 26, 2019 meeting at 8:07pm.</p>



Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
Presiding Officer Signature and Date Approved	 4-25-2019

Respectfully submitted,



Regina Grisham  
Recording Secretary