

Avita Community Partners
Board of Directors Meeting Minutes

DATE: June 27, 2019	TIME: 7:07pm – 7:55pm
PLACE: Administrative Office, Board Room	PRESIDING: Barbara Bosanko, Parliamentarian


Attendance

Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Shelly Echols	<input type="checkbox"/> Yes <input checked="" 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 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
Rita Bush	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Ed Nichols	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Sylvia Chassner	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Avery Nix	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Anne Davis	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Penny Penn	<input type="checkbox"/> Yes <input checked="" 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 type="checkbox"/> Yes <input checked="" 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 June 27, 2019 meeting of the Board of Directors was called to order by Board Parliamentarian, Barbara Bosanko at 7:07pm.
Determine Presence of a Quorum	A quorum was not present with only 6 board members in attendance.
Approval of Agenda	The agenda was not approved due to the absence of a quorum
Review of Minutes	Review and approval of the May 28, 2019 minutes will be deferred until the July meeting due to the absence of a quorum
Board Governance Discussion on Attendance	<p>Board Governance discussed the problem with not having a quorum for several meetings</p> <ul style="list-style-type: none"> • Banks and Rabun Counties have their commissioner meetings on the 4th Tuesday. This affects Kent Woerner and Sammy Reece from being able to attend. • Fourth Thursday, Shelly Echols would not be able to attend due to Hall County commissioner meetings on this day. • Julie – Commissioner Mills is interested in serving on the board but has conflicts ; the county has suggested if we would consider day time meetings • Cindy has discussed with DBHDD about the problems we have had and has requested meetings by teleconference. Their answer is no. • Angie—Tue and Thu work for her • Susan – evenings work best for her; no preference in days • Wed—could be an issue for people who attend church • Peggy – only conflict would be 1st Tue <p>Action: We will poll the board and share the results at the next meeting.</p>
CEO Report	<p>Cindy Levi highlighted the following in her report</p> <ul style="list-style-type: none"> • MOU with the University of North Georgia, Department of Public Safety to help UNG fulfill the requirements of the One Mind Campaign • Forsyth County has applied for a grant to implement a Co-Responder Program with the Sheriff Department • Northeast Georgia Health System is starting a family practice doctoral residency program to include psychiatry • State Sexual Harassment training • State Health Benefit Holiday for Community Service Boards for the month of June • Six-month CSU audit results were lower than expected; Mary Donna formulated a corrective action plan • DBHDD received an additional \$10.5 million for funding core services • DBHDD is changing the way Family Supports Program will be funded • Avita and other CSBs lobbied against the changes DBHDD was planning to pay for residential services • Kent Woerner was elected Vice-President of the Georgia Association of Community Service Boards • Staff recognized for going above and beyond

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	<ul style="list-style-type: none"> • Upcoming Events <ul style="list-style-type: none"> ○ Supported Housing Program hosting cook-out and swimming on July 3rd at the Pines of Lanier ○ Applied Suicide Intervention Skills Training will be held August 29-30 and September 19th-20th at our administrative office ○ GACSB Educational Exchange, October 27-29 at Callaway Gardens. <p>Question Kent asked about the co-responder program. A licensed counselor would be available 24 hours a day; The counselor would go with the officer, help with de-escalation, 1013, etc. A certified peer specialist would follow-up and help link people with supports. i.e. housing, food, job, etc. Kent said his county jail sees a lot of people with drug issues and/or mental health issues.</p>
Financial Update	<p>Greg Ball, CFO reviewed the financial report for the month ending May 31, 2019</p> <p><u>Consolidated Income Statement</u></p> <ul style="list-style-type: none"> • May's net operating results reflect a \$294K net surplus for the month and \$764K net surplus for the fiscal year to date. This is a 11.4% margin for the month and 3% margin for the fiscal year to date. • 11 months prior year, year to date revenue was a positive change of \$1,430K • 11 months prior year, year to date expenses was a positive change of \$1,327K <p><u>Comparison of Budget to Actual</u></p> <ul style="list-style-type: none"> • Revenue had a favorable variance of \$200K primarily due to resolution of system issues and payment received from Medicaid and Fee-for-Service • Expenditures had a favorable variance of \$84K primarily due to a favorable variance in salaries and benefits related to unfilled staff vacancies <p><u>Balance Sheet</u></p> <ul style="list-style-type: none"> • Cash on hand as of 5/31/19 is \$6.1 million • Receivables for the month was \$2.3 million • Total liabilities & fund balance is \$10.2 million <p><u>Financial Metrics (Key Performance Indicators)</u></p> <ul style="list-style-type: none"> • Days of Cash on Hand: 83.5 days; minimum standard is 30 days • Current Ratio: 11.8:1; minimum standard is 1:1 • Days of Unreserved Net Assets to Total Expenses: 61.8 days; minimum standard is 60 days • Long Term Debt to Net Assets: 0.56:1; maximum standard is 2.5:1
Proposed Budget for FY20	<p>Greg Ball, CFO presented the proposed budget for Fiscal Year 2020. Due to the absence of a quorum, approval of the budget will be deferred until the July meeting.</p> <ul style="list-style-type: none"> • Greg reviewed with the finance committee tonight • The proposed budget is based on the contracts we have received for FY20 and the FY19 operating budget and the FY19 actuals (projected) • We budgeted a 1.7% increase in revenue • We budgeted a 2% increase in expenses • A net surplus of \$640,115 or 2.3% margin has been budgeted for FY20
Election of Officers for FY20	<p>Due to the absence of a quorum, the election of officers for FY20 will be deferred until the July meeting.</p>
Announcements	<p>Cindy Levi recognized Julie Gruen for her service on the board and presented an appreciation gift to her.</p>
Adjournment	<p>Barbara Bosanko adjourned the meeting at 7:55pm.</p>
Presiding Officer Signature & Date Approved	

Respectfully submitted,

Regina Grisham

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Recording Secretary