

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: April 28, 2015	TIME: 7:20 p.m. – 7:53 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Brian Alexander, Board Vice-Chair

Attendance



Brian Alexander	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input 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	Zadie Peters	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Quentin Carr	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Todd Levent	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Judy Theilman	<input checked="" type="checkbox"/> Yes <input 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	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Charles Higgs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

Executive Team Member Attendance

Victor Bowers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mary Donna McAvoy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Janice McAllister	<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 April 28, 2015 meeting of the Board of Directors was called to order by Board Vice-Chair, Brian Alexander at 7:20 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Anne Mundy; second by Joe Hirsch. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 8 Board members attending this meeting.		
Review of Minutes	Motion to approve the March 24, 2015 minutes was made by Anne Mundy; second by Angela Whidby. Motion carried.		
Business	<p>Board Chair Report Brian Alexander had nothing to report on behalf of Deborah Mack.</p> <p>CEO Report Cindy Levi asked the board members to note on the tracking sheet if they have met with their county commissioners.</p> <p>Pictures</p> <ul style="list-style-type: none"> • Open House that was held at the Dahlenega Developmental Disability Center. • Dahlenega wood working project • Supported Employment Family Café <p>Cindy highlighted the following in her report that was previously emailed.</p> <ul style="list-style-type: none"> • Intensive Treatment Residential Program officially opened on April 20th with 2 residents. • MTM Technical Assistance training will be a webinar on "Getting Your Board on Board". Cindy distributed directions on how to sign up for the webinar. <p>Action: Board Members will notify Regina Grisham if they plan to participate.</p> <ul style="list-style-type: none"> • Increase in turnover of licensed clinicians and clinical team leaders. • Supported Employment Program hosted a Family Café. • Meeting held with Ambulatory Detox staff to discuss the closure of the program by June 30th. • Transition from 1/12 funding to Fee for Service has been delayed until January 1, 2016. • July 1st we will transition from APS Healthcare to Beacon Health. QualiFacts, our electronic health record (EHR) vendor will have to make changes so that the EHR will interface properly with Beacon 	Board Members	

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	<p>Health's system.</p> <ul style="list-style-type: none"> • Focus Group meetings have been scheduled. • Upcoming CSB Board Retreat. <p>Financial Update Victor Bowers reported for the month of March we ended with a net surplus of \$306k which is a 14% profit margin.</p> <p>March Financial Metrics The State insisted on using the "green audit book". All ratios have been adjusted according to these standards.</p> <ul style="list-style-type: none"> • Days of cash on hand are 39.8 days. • Current ratio is 2.9:1 • Days of Unreserved net assets to total expenses is 46.7 days • Long term debt to net assets is 0.2:1 <p>Revenue had a favorable variance of \$43k primarily due to:</p> <ul style="list-style-type: none"> • Startup funds in GIA for the new TANF program and • Family Support services nearing budgeted revenues. <p>Expenses had a favorable variance of \$241k primarily due to:</p> <ul style="list-style-type: none"> • A favorable variance in salary and benefits due to unfilled budgeted vacancies and reimbursement services contracts ramping up to contract levels. • Contracts were favorable due to a reduction in contract physicians while more physicians are being hired as employees. <p>Consolidated Income Statement</p> <ul style="list-style-type: none"> • Year to date revenue compared to prior year to date is a favorable change of \$1M due to the new programs we've added and the ACT program ramping up faster. • Year to date surplus is \$1.7M. <p>Comparison of Budget to Actual</p> <ul style="list-style-type: none"> • If we continue to meet budget the projected year end surplus would be \$2,011k. <p>Questions Anne Mundy asked for an update on our properties.</p> <ul style="list-style-type: none"> • Victor reported there has been no interest. • At some point we may have the land reappraised. • We would prefer not to sell at a loss. • Total invested is \$700k. <p>Renewal of Regions Bank Line of Credit We are going to renew the \$750k line of credit due to changes coming from the State. Our Medicaid revenue could be delayed beginning July 1st. Angela Whidby made the motion to the Board of Directors to approve the renewal with Regions bank for the Line of Credit source of funding currently in place. Second by Sonny James. Anne Mundy abstained from the vote due to her employment with Regions. All other Board Members present were in favor. Motion passed.</p>		
Announcements	<p>Anne Mundy announced that May 26th will be her last meeting due to another meeting she is obligated to attend in June. She has fulfilled her 3rd term on the Board of Directors. She is looking for someone to recommend to the Lumpkin County Board of Commissioners to replace her.</p> <p>Request to Change June Meeting Date Cindy asked the Board if they would be willing to change the meeting from June 23rd to June 16th. She will be attending the CARF Training in Arizona the week of June 22nd. Angela Whidby made the motion to approve the change; second by Joe</p>		

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	Hirsch. Motion passed.		
Adjournment	There being no further business a motion to adjourn was made by Rita Bush; second by Charles Higgs. Motion carried and the April 28, 2015 Board meeting was adjourned at 7:53 p.m.		
Chair's signature indicating approval			
			
Deborah Mack		Date Approved	

Respectfully submitted,



Regina Grisham
Recording Secretary