

Avita Community Partners  
Board of Directors  
Meeting Minutes

DATE: December 3, 2013	TIME: 7:18 p.m. – 8:32 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Al Gonzalez, Board Chair

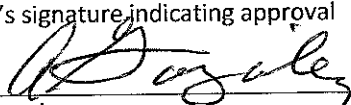
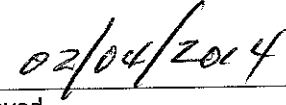
Attendance

Brian Alexander	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zadie Peters	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Michael Bohn	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Joe Hirsch	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Sarah Ruckstaetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rufus Larkin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Quentin Carr	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Deborah Mack	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Marilyn Woodruff	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Barbara Cone	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

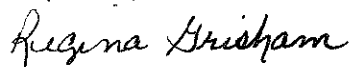
Executive Team Member Attendance

Victor Bowers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mary Donna Hall	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Cindy McLaughlin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Stephanie Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Allan Harden	<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
Spotlight on Services	<p>Quarterly Corporate Compliance Report</p> <p>Roger Scott reviewed the results from July – September 2013 and compared to the same period in 2012.</p> <ul style="list-style-type: none"> <li>Number of reports decreased from 58 to 31.</li> <li>There were no subject areas with a significant increase.</li> <li>Health &amp; Safety showed a significant decrease from 34 to 8.</li> </ul>		
Welcome & Call to Order	The December 3, 2013 meeting of the Board of Directors was called to order by Board Chair, Al Gonzalez at 7:18 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Anne Mundy; second by Deborah Mack. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 10 Board members attending this meeting.		
Review of Minutes	Motion to approve the October 22, 2013 minutes was made by Zadie Peters; second by Anne Mundy. Motion carried.		
Business	<p><b>Board Chair Report</b></p> <p>Al Gonzalez reported we received the results of the financial audit. The audit was favorable with no findings or exceptions noted. Al received a letter from the auditor. A copy was distributed to each board member.</p> <p><b>CEO Report</b></p> <ul style="list-style-type: none"> <li>Dr. Vicki Clements has had a change in employment and may be moving. Her oath of office will be put on hold until it has been determined if she will stay in Rabun County.</li> <li>Pictures of the Lavonia Open House and Halloween Luncheon were shared with the Board.</li> </ul> <p>Cindy highlighted in her report which was previously emailed.</p> <ul style="list-style-type: none"> <li>Lavonia Open House</li> <li>CEO site visits</li> <li>Psychiatric services provided at the Hall County Jail.</li> <li>Commissioner Berry's visit.</li> </ul> <p><b>Financial Update</b></p> <p>Victor Bowers reported the month of October ended with a net surplus of \$200k and a \$443k net surplus for the year-to-date. Revenue and expense variances were favorable due to \$85k received from the Department of Community Health for the Meaningful Use Incentive program and cost controls we have in place. Year-to-date compared to prior year-to-date the change is a favorable \$280k. If</p>		

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	<p>we continue to meet budget the projected year end surplus would be \$580k. We are expecting contract amendments from the State soon.</p> <p><b><u>Strategic Plan for 2014 – 2016</u></b>  Roger Scott reported.  Barbara Cone, Joe Hirsch and Michael Bohn were on the ad hoc committee and recommend the new strategic plan to the Board.  We used the balance scorecard approach in developing the plan. Roger gave an overview of this approach.</p> <ul style="list-style-type: none"> <li>• Learning &amp; growth &gt; Process performance</li> <li>• Process performance &gt; Customer satisfaction</li> <li>• Customer satisfaction &gt; Financial results</li> </ul> <p>Roger reviewed the goals, objectives, measures and targets for the 4 quadrants.  1) Customer  2) Learning and Growth  3) Processes  4) Financial  All were in favor of accepting the new strategic plan.</p> <p><b><u>Committee Reports</u></b>  Board Governance – Anne Mundy</p> <ul style="list-style-type: none"> <li>• Summary of the Board Assessment Tool Survey was shared with the Board.</li> <li>• The committee will review further and bring their recommendation to the Board.</li> </ul> <p>Client and Community Relations – Marilyn Woodruff</p> <ul style="list-style-type: none"> <li>• Public Education Video is a work in process.</li> </ul> <p>Program Update</p> <ul style="list-style-type: none"> <li>• New Community Support Team for Franklin, Hart, and Stephens counties.</li> <li>• Case Management Teams.</li> <li>• Partnerships with the courts and jails.</li> </ul> <p>Strategic Plan</p> <ul style="list-style-type: none"> <li>• Report on the 2011 – 2013 Strategic Plan.</li> <li>• Reviewed the draft 2014 – 2016 Strategic Plan.</li> </ul> <p>Finance – Anne Mundy</p> <ul style="list-style-type: none"> <li>• Victor reviewed the financials for the month of September.</li> <li>• Status on the financial audit,</li> <li>• Update on our properties.</li> </ul> <p>Fundraising – Deborah Mack</p> <ul style="list-style-type: none"> <li>• Discussed ideas for employee appreciation and an employee/family picnic.</li> <li>• Exploring grant opportunities through the Foundation Center website.</li> <li>• Discussed American Express corporate card with up to 3% cash back.</li> </ul> <p><b><u>Executive Session</u></b>  Anne Mundy made the motion to enter into executive session at 8:13 p.m. in order to discuss a personnel matter. Executive session adjourned at 8:30 p.m.</p>		
Adjournment	There being no further business, Al Gonzalez adjourned the meeting at 8:31 p.m.		
Chair's signature indicating approval			
			
Al Gonzalez		Date Approved	

Respectfully submitted,



Regina Grisham

Recording Secretary