

Avita Community Partners
Board of Directors Meeting Minutes

DATE: January 28, 2026	TIME: 6:00 PM
PLACE: Avita Administrative Offices and Zoom	PRESIDING: Samantha Turner, Chair

Attendance

Kandy Bond	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Monika Knight	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	UNFILLED (Hart)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Barbara Bosanko	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Rachel Mathis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kim Stephens	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Angie Brown	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	Samantha Turner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	Lisa McCall	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	David White	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
David Owens	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Penny Penn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Carol Williams	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Brenda Hochmuth	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Joe Perkins	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Not sworn in (Stephens Elected)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Executive Team Member Attendance

Greg Ball	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lori Holbrook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Don Reimer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cathy Ganter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Catherine Murphy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Jenny Heuer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hannah Quinn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
Call to Order	The Board Meeting was called to order at 6:00 PM by Samantha Turner, Chairman. Hetal Patel from DBHDD was in attendance.
Quorum	A quorum was present with 8/14 members.
Approve Agenda	Motion to approve the agenda made Lisa McCall, seconded by Kim Stephens, was unanimous.
Approval of Minutes	Motion to approve the minutes from December 3, 2025 was made by Penny Penn, seconded by Joe Perkins. Passed unanimously.
Board Chair Report	Samantha Turner reminded the board of the CSB day at the capitol on Feb. 5 th .
CEO Report -Cathy Ganter	<p>As 2025 came to an end, there were many celebrations. All around Avita, staff and clients celebrated the holiday season with potlucks and parties. To top it all off, on December 10th, we honored Cindy Levi for the fourteen years she spent as the Chief Executive Officer of Avita. People from all over Georgia, including DBHDD Commissioner Kevin Tanner, came to give tribute to Cindy for all she has done not only for Avita, but the State of Georgia. Many moving stories were shared, and tears shed. Thank you to Cindy for all you accomplished for Avita, you will be missed.</p> <p>The last few weeks of 2025, Cindy, Cathy, Jenny (our new Chief Program Officer), and Cat (our new Chief Operating Officer) visited each of the Avita sites on a “farewell” tour for Cindy and an introductory tour for Cathy, Jenny, and Cat. We met with each of the teams to solicit feedback and suggestions of strengths and improvement areas to address in the immediate future. The Executive Team reviewed and have started to implement many of the ideas.</p> <p>The Georgia Legislation session began on January 12, 2026, and will finish on April 2, 2026. New legislation is being introduced to make the Chief Executive Officers of all the Community Service Boards Department of Behavioral Health and Developmental Disabilities (DBHDD) employees. In addition, the current structure of the Community Service Boards will change from governing to representative boards. The Georgia Association of Community Service Boards (GACSB) ad hoc committee is working directly with Commissioner Tanner to negotiate some of the finer points of the legislation.</p> <p>Kudos to our leadership team and all team members who weathered our winter storm this past weekend! Through careful planning and review of processes, we were able to make it safe for all. Special thanks to the Avita Behavioral Health Crisis Center (BHCC) and Residential teams!</p>

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	<p>Avita believes in and supports our veterans and have several Avita employees and family members who have served in the armed forces. The Executive Team decided to add the Veterans Day holiday and will close to honor those who have served. This holiday was removed many years ago when Avita was not in a solid financial position. The Executive Team believes we are in a solid financial position to reinstate this important holiday.</p> <p>Each December, Avita employees complete an Organizational Climate Survey. This survey goes through a myriad of questions to determine the satisfaction of our employees. This data is compiled and submitted to our GACSB Data Analytics folks and state averages are provided to the Community Service Boards. Avita scored above the median in all categories except one. Executive Team members will review the survey data and employee comments and provide solutions to address each area.</p> <p>Each year in January, the Executive Team evaluates the mileage reimbursement rate to determine if we should increase it. Because we utilize agency vehicles in many of our travel situations, we evaluated the amount we are spending and determined we were able to raise the reimbursement rate from 60 cents to 65 cents per mile. While this is not the federal rate, we are starting with a conservative increase in order to look at other priorities such as Avita’s 401K contribution and wages for many categories of employees such as the direct support professionals in our IDD services, the certified peer specialists, our health service technicians and our front desk staff.</p> <p>In December’s CEO report, Cindy mentioned many competing financial priorities we have in the upcoming months. The executive team is doing their best to determine how to thoughtfully plan and execute these priorities. We have reviewed these priorities and each of them will be mentioned below to keep you as informed and up to date as possible.</p> <p>As we continue to transition from county to state fire marshal codes, we are updating all our facilities to bring them up to code. In some instances, our landlords are assisting in bringing their buildings “up to code” but in other situations it is on Avita to pay for the upgrades.</p> <p>Our accounting and payroll software is sunsetting in 2027 and our accounting and human resources teams are diligently meeting with and reviewing different options. With new systems come increased spending. We have been fortunate to have a system that has been inexpensive for many years. Our goal is to integrate as many systems as possible to make the processes more streamlined.</p> <p>We continue to work with Mila, the AI engagement software through testing and file uploads. Improvements continue with each round of testing. Our hope is to go live by the end of February. We will test the product with clients for three months to determine if our engagement rates between intake and first treatment appointment increase.</p> <p>Hannah Quinn and Cathy met with DBHDD and five other Community Service Boards regarding the implementation of group homes for clients with intellectual and developmental disabilities. DBHDD is considering three different types of homes. Our plan is to build two transitional homes. The contract is expected in the beginning of February.</p> <p>As reported in our December CEO report, the challenges in our Blairsville office continue. In addition to engaging a real estate agent to look at potential properties, several of us met with the Union County Commissioner who presented us with a couple of opportunities – one was to donate county land to us so that we could build and the other was to provide us with an existing property that we would need to renovate. The plan was to meet with the commissioner again in the beginning of January. This meeting was postponed in deference to having the Towns County Commissioner present as well. Our group is going to meet with the Towns and Union County Commissioners on February 6th, and we hope to be able to share more good news with you.</p> <p>Cathy was approached by Kelly Sterling, the Director of Deaf Services at DBHDD about Avita opening an American Sign Language, Intellectual Developmental Disabilities Group Home. Cathy met with Kelly</p>

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	<p>Sterling and Robert Bell at DBHDD to discuss the model and rates for the service. Their plan is to open this type of home in all six regions of Georgia. It would provide permanent housing for 3 to 4 individuals with staffing around the clock. We were the first to be approached in the Community Service Board world about this vision, most likely because of our great work with our deaf services program. On January 23rd, Cathy, Hannah, Jenny, and Rhonda visited the only group home of this type in the state to obtain additional information. It was a pleasant visit and there is much to think about.</p> <p>One of the dreams of our pharmacist, Cassie Neubauer, is to expand our pharmacy services. With expansion of services comes expansion of space. As it stands, our pharmacy and the employees who work there are working in a very confined space. Honestly, they are on top of one another. We have come up with a plan to utilize two vacant offices in our outpatient clinic where our pharmacy is in order to expand the pharmacy space. With that expansion, we will be able to provide blister packs of medicine for our more intensive and community-based programs and for those individuals who have more challenges with taking and managing their medications. In addition, there will be a private space for the team members to use when they are completing prior authorizations for prescriptions or need to have a private conversation. We hope to begin construction in the next month.</p> <p>The Executive Team has determined we need to put a pause on the men’s residential program due to competing financial priorities. We will be sending an email to DBHDD and Cindy informing them of this decision. While this was a very difficult decision, we have determined the amount of investment needed to bring the back part of our building up to code and renovated as we would like will be more than we are able to spend. In addition, sustainability of the program is a concern. You may remember part of the grant included opening a Substance Use Intensive Outpatient Program. Our intention is to open the SAIOP, but not use any of the funding provided in the grant. Because we will not open the residential program, Avita will provide a refund to the counties who contributed money toward the construction of the program. We are thankful for those counties who provided us with the funding and we are committed to opening a men’s residential program in the future, but in a more optimal location and with a stable sustainability plan.</p> <p>As always, Avita would like to recognize the following staff for going “Above and Beyond:” Morgan Bolick, Kristi Davis, Kirsten Anderson, Pearlie Kemp, Teaira Tucker, Drake Standifer, Michelle Byron, Jasmine Cummings, Ehioma Egede, James Redden, Danny Thackston, and Melania Medlin. Thanks for all you do!</p>																																										
Employee Retention Credit – Greg Ball	<p>Greg shared the following:</p> <ul style="list-style-type: none"> ▪ Approved by Congress as part of the CARES act ▪ Administered by IRS ▪ Businesses amended Form 941, based on specific criteria: <ul style="list-style-type: none"> ○ Employees were retained during COVID pandemic ○ Business experienced significant loss of revenues or were required by federal government to either fully or partially suspend operations ○ Business employed less than 500 employees ▪ Employer expense relief: <ul style="list-style-type: none"> ○ 70% of qualified wages paid during quarter ○ Qualified wages included cost of employer-incurred health care ▪ The following table is what was paid to Avita and is in hand. <p>Form 941-X</p> <table border="1" data-bbox="310 1654 1511 1839"> <thead> <tr> <th></th> <th colspan="6">Total</th> </tr> <tr> <th></th> <th>Gross Refund</th> <th>Tax Decrease</th> <th>Interest Allowed</th> <th>Overpayment</th> <th>Net Refund*</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>2021 - Q1</td> <td>\$ 1,529,010.18</td> <td>\$ 179,905.96</td> <td>\$ 549,709.38</td> <td>\$ 2,258,625.52</td> <td>\$ 1,852,072.93</td> <td>Income - FY26</td> </tr> <tr> <td>2021 - Q2</td> <td>\$ 1,487,352.68</td> <td>\$ 185,136.32</td> <td>\$ 454,662.45</td> <td>\$ 2,127,151.45</td> <td>\$ 1,744,264.19</td> <td>Income - FY25</td> </tr> <tr> <td>2021 - Q3</td> <td>\$ 1,644,591.12</td> <td>\$ 40,859.08</td> <td>\$ 502,863.53</td> <td>\$ 2,188,313.73</td> <td>\$ 1,794,417.26</td> <td>Income - FY26</td> </tr> <tr> <td>TOTAL</td> <td>\$ 4,660,953.98</td> <td>\$ 405,901.36</td> <td>\$ 1,507,235.36</td> <td>\$ 6,574,090.70</td> <td>\$ 5,390,754.37</td> <td></td> </tr> </tbody> </table> <p><i>*after payment of 18% fee to consulting firm who managed the process</i></p>		Total							Gross Refund	Tax Decrease	Interest Allowed	Overpayment	Net Refund*	Status	2021 - Q1	\$ 1,529,010.18	\$ 179,905.96	\$ 549,709.38	\$ 2,258,625.52	\$ 1,852,072.93	Income - FY26	2021 - Q2	\$ 1,487,352.68	\$ 185,136.32	\$ 454,662.45	\$ 2,127,151.45	\$ 1,744,264.19	Income - FY25	2021 - Q3	\$ 1,644,591.12	\$ 40,859.08	\$ 502,863.53	\$ 2,188,313.73	\$ 1,794,417.26	Income - FY26	TOTAL	\$ 4,660,953.98	\$ 405,901.36	\$ 1,507,235.36	\$ 6,574,090.70	\$ 5,390,754.37	
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Annual Audit FY2025	Greg shared the following regarding the Annual Audit report for FY25:																																										

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	<p>Reconciliation: Unaudited June 30, 2025 Profit and Loss Statements to the Audited June 30, 2025 Profit and Loss Statements</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Per Unaudited P&L FYTD 06/30/2025</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 15%; text-align: right;">1,208,928</td> <td style="width: 15%;">Accrual Basis</td> </tr> <tr> <td>Recording of July receipt of ERC, net of expense, based on date of IRS approval</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,761,764</td> <td></td> </tr> <tr> <td>Change in Net Pension Liabilities</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">90,757</td> <td></td> </tr> <tr> <td>Impact of Lease Capitalization (GASB #75)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">(38,387)</td> <td></td> </tr> <tr> <td>Per Audited P&L Net Change in Fund Balance FYTD 06/30/2025</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">3,023,062</td> <td>Full Accrual Basis</td> </tr> </table> <p style="text-align: right;">(Governmental Activities)</p>	Per Unaudited P&L FYTD 06/30/2025	\$	1,208,928	Accrual Basis	Recording of July receipt of ERC, net of expense, based on date of IRS approval	\$	1,761,764		Change in Net Pension Liabilities	\$	90,757		Impact of Lease Capitalization (GASB #75)	\$	(38,387)		Per Audited P&L Net Change in Fund Balance FYTD 06/30/2025	\$	3,023,062	Full Accrual Basis
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Financial Update	<p>Greg Ball reviewed the following in his report:</p> <ul style="list-style-type: none"> • October saw a \$115,000 surplus. This brings the FY surplus (not including the ERC revenues) to \$426,000. • Current year revenues without the Employment Retention Credit (ERC) payments are \$1,200,000 above prior year revenues which is 5.9% increase over prior year's revenues. • The total surplus is \$426,000 without the ERC. Total surplus with the ERC payment is \$4.072 million. • Current year expenses are \$905,000 which is a 4.6% increase above prior year expenses. • Our Key Performance Indicators (KPIs) continued to exceed the targets established by DBHDD: <ul style="list-style-type: none"> ○ Cash on Hand is 146 days—well above the 30-day minimum ○ Current Ratio – 9.6:1 ○ Days of Covered Expenses – 102 days –well above the minimum of 60 days and 6 more days than the previous report ○ Long Term Debt Ratio – .17:1 – well below the maximum of 2.5:1 																				
HR Quarterly Results – Allan Harden	<p>FTE's: 385</p> <p>Turnover</p> <p><u>Current Employee Count (FT)</u> End of December - 342</p> <p><u>Current Employee Count (PT)</u> End of December - 31</p> <p>FT Turnover Rate - End of December 2025: 8.85% (33 positions)</p> <p>PT Turnover Rate - End of December 2025: 25.81% (8 positions)</p> <p>Combined Turnover through December 2025 – 10.99% (41 positions)</p> <hr/> <p>Turnover Previous Year (FY2025)</p> <p><u>Current Employee Count (FT)</u> End of December - 330</p> <p><u>Current Employee Count (PT)</u> End of December - 28</p> <p>FT Turnover Rate - End of December 2024: 14.85% (49 positions)</p> <p>PT Turnover Rate - End of December 2024: 50.00% (14 positions)</p> <p>Combined Turnover through December 2024 – 17.60% (63 positions)</p> <hr/> <p><u>Vacancies</u></p> <p>BHCC, 6 FT</p> <p>Other Avita Programs</p> <p>11 FT (7 BH, 4 IDD), 4 Hourly (4 IDD)</p> <p><u>32 New Hires (Oct. - Dec.)</u></p> <p>28 full time, 4 hourly</p>																				

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	<p><u>Workman's Comp</u> 7 injuries (1BH, 2 IDD, 4 BHCC) 4 Fall, Slip or Trip injury 3 Struck or injured by client</p>
Update active signature cards on HUD contracts	Motion made by Kim Stephens to update ALL HUD signature cards for payments on current contracts to include Catherine Murphy, Lori Holbrook, Gregory Ball and Christie Brooksher. This was due to the promotion of Catherine Ganter Cooper to the CEO role. Seconded by Penny Penn. Passed unanimously.
Closed Session Personnel reasons	Lisa McCall made a motion to go into closed session at 6:37 pm, seconded by Penny Penn. Unanimous to go into closed session. Joe Perkins made a motion to come out of closed session at 7:15 pm, seconded by David Owen, passed unanimously. No action taken in open session.
Announcements	None made
Adjourn at 7:16 pm	Kim Stephens made a motion to adjourn, seconded by David Owens. Unanimously passed.

Samantha Turner

February 25, 2026

Presiding Officer Signature, Chair, Samantha Turner

Date Approved

Respectfully submitted,

Hariah Hutkowski

Hariah Hutkowski, Recording Clerk