

Avita Community Partners
Board of Directors Meeting Minutes

DATE: May 26, 2021	TIME: 7:00 PM
PLACE: Virtual and Teleconference available through Zoom	PRESIDING: Barbara Bosanko, Chair

Attendance

Seth Barnes, Jr.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sherry Estep	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sammy Reece	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Deena Handy	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Jennifer Scalia	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Angie Brown	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Terry Hawkins	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Peggy Brown	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Avery Nix	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Carol Williams	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Anne Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Bruce Palmer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shelly Echols	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Penny Penn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alice Worthan	<input checked="" 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	Mary Donna McAvoy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cathy Ganter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hannah Quinn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
Welcome & Call to Order	After the Spotlight on Services presentation by Supported Housing, the Board Meeting was called to order at 7:00 PM by Barbara Bosanko
Determine Presence of a Quorum	A quorum was present with 14 members in attendance.
Approval of Agenda	Motion to approve the agenda was made by Angela Whidby; second by Kent Woerner. Motion carried
Approval of Minutes	Motion to approve the April 28, 2021 minutes was made by Anne Davis; second by Shelly Echols. Motion carried.
Board Chair Report	Barbara shared appreciation for the employees working with our IDD group in Dahlonega as they partner with the Garden Club of Lumpkin County.
CEO Report	<p>Cindy Levi reviewed the following in her report:</p> <ul style="list-style-type: none"> • Avita has updated its Covid regulations based on the new CDC recommendations – no masks required for fully vaccinated individuals and no temperature checks upon entry into our facilities. For the safety of our clients and staff, we will still require masks to be worn with IDD clients and in all vehicles when transporting clients • The Appendix K rate increase through the NOW and COMP waivers are being voided and re-billed at the higher rate for the months of March and April • Avita has a new website that can be viewed at www.avitapartners.org • An article about the new BHCC was posted on accessWDUN and the ribbon cutting for the new facility will be June 22 at 10:00 AM • The payout amount for our Covid-19 business interruption claim increased from \$116,067 to \$134,823 for an additional \$18,756 • The ransomware attack that we experienced in August of 2020 is under FBI investigation • Avita has submitted a grant application in response to SAMHSA’s Community Mental Health Centers opportunity • Our IDD program in Dawsonville has been providing services in conjunction with the Dahlonega IDD program, so we will no longer rent IDD space in Dawsonville to gain the cost savings • Our former WellCare clients have all been successfully moved to their new payer information through the hard work of our accounting department
Financial Update	<p>Greg Ball reviewed the following in his report:</p> <ul style="list-style-type: none"> • We have a \$280,000 surplus in the month of April, \$1,229,000 surplus YTD • Comparison of revenues YTD from FY20 to FY21 are down 3.6% • Comparison of expenses YTD from FY20 to FY21 are down 9.1% • We are at 91.9% completion of payments for the BHCC • Our Key Performance Indicators (KPIs) continue to exceed the targets established by DBHDD: <ul style="list-style-type: none"> ○ Cash on Hand – 106 days ○ Current Ratio – 7.2:1

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	<ul style="list-style-type: none"> ○ Days of Covered Expenses – 215 days ○ Long Term Debt Ratio – 0.13:1
Other Business	<p>Market Rate Pay Adjustments, COLA and End of FY21 Bonus: Cindy Levi</p> <ul style="list-style-type: none"> ● Cindy reported that we are having trouble retaining staff as well as hiring new staff due to low salaries. The Executive Team proposed that we raise pay for some staff to market rate, give those within market rate a 3% annual salary increase and for all employees who have been with Avita since March 2021, a onetime bonus equal to one pay check to be given at the end of June. Anne Davis made a motion to approve the pay raises; Angela Whidby second. Motion passed. <p>Nominating Committee Report: Jennifer Echols</p> <ul style="list-style-type: none"> ● The nominating committee reported to the Board that Angela Whidby has volunteered to be Board Chair and Penny Penn has volunteered for Board Vice-Chair for the FY22. The motion for nomination will take place at the June 2020 meeting <p>Proposed Bylaw Changes: Kent Woerner</p> <ul style="list-style-type: none"> ● No changes were proposed
Quarterly Corporate Compliance Report	<p>Cathy Ganter reviewed the following in her Corporate Compliance Report: January – March 2021 Summary:</p> <ul style="list-style-type: none"> ● Internal reports decreased, but external reports increased ● Subject Area Increases: Service Quality ● Subject Area Decreases: Management Practices, Health and Safety, Business Practices ● 272 Covid Related incidents were reported that were not included in these numbers
Committee Reports	<p>Board Governance: Kent Woerner reported that the following topics were discussed in the April committee meeting:</p> <ul style="list-style-type: none"> ● Senate 95 Teleconference Bill, ● Bylaw changes ● Possibly alternating in person and virtual Board meetings ● CSBs were included in the one-time state pay incentive of \$1000 ● The eventuality of a transition to a CCBHC service model <p>Community and Client Relations: Penny Penn reported that the following topics were discussed in the April committee meeting:</p> <ul style="list-style-type: none"> ● The IDD Dawsonville site will be closing and combining the Dawsonville and Dahlonega IDD groups ● The Lumpkin Gardens will be learning about gardening with the Garden Club of Lumpkin County ● Many IDD clients are eager to return to services ● IDD and BH are both short staffed ● BH has returned to in person services, providers can use Zoom if needed ● We have expanded telehealth services ● Act has many homeless clients ● APEX is in 67 schools ● In Case Management, Covid IR numbers have decreased <p>Finance: Greg Ball reported for Angie Brown that the following topics were discussed in the April committee meeting:</p> <ul style="list-style-type: none"> ● Supplemental Covid funding for both BH and IDD services were reviewed ● Goals of the budget process were given ● Overall trending of revenues and expenses
Announcements	N/A
Adjournment	At 8:10 PM Angela Whidby made a motion to adjourn the meeting; second by Kent Woerner, motion passed

Barbara Bosanko/DS

 Presiding Officer Signature

6/23/21

 Date Approved

Respectfully submitted,
Dana Sharitt
 Dana Sharitt, Recording Secretary