

Avita Community Partners
Board of Directors Meeting Minutes

DATE: April 24, 2024	TIME: 6:00 PM
PLACE: Avita Administrative Offices and Zoom	PRESIDING: Kent Woerner, Chair

Attendance

Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Brenda Hochmuth	<input type="checkbox"/> Yes <input checked="" 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	OPEN – Forsyth Cty	<input type="checkbox"/> Yes <input type="checkbox"/> No	Samantha Turner	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Sharon Bucek	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rachel Mathis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Kathy Cooper	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Bruce Palmer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Carol Williams	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Alton Fry	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Penny Penn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Bo Garrison	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Shanna Prather	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alice Worthan	<input type="checkbox"/> Yes <input checked="" 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	Cindy Levi	<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 6:03 PM by Penny Penn – Kent Woerner joined in later.
Determine Quorum	A quorum was present with 10 out of 17 members.
Approval of Agenda	Motion to approve the agenda made by Rachel Mathis, seconded by Angela Whidby, passed unanimously.
Approval of Minutes	Motion to approve the March 27 th , 2024 minutes by Kent Woerner, seconded by Barbara Bosanko, passed unanimously.
Board Chair Report	Kent stated that Lori Holbrook did a great job presenting to the Rabun County Board during their budget deliberations last month.
CEO Report	<ul style="list-style-type: none"> • The 2024 legislative session ended with Sine Die on March 28th. Two major wins this session for CSBs. Full-time employees will receive a 4% pay increase with a maximum of \$3,000 and funding for the new NOW/COMP Waiver and Behavioral Health rates based on last year’s rate studies were approved. Implementation of both actions is anticipated in July. Next step for the Waiver rate approval process is adoption by the Department of Community Health (DCH) Board which is anticipated on May 9th. After approved by DCH, the request will be submitted to the Center for Medicare and Medicaid (CMS). Avita’s Billing Department is preparing to input the new rates into our billing system in anticipation of these new rates effective July 1st. This should have a huge positive impact on Avita’s finances since the average increase is 40%. • Georgia kicked off its planning for the use of opioid settlement funds with regional meetings hosted by Commissioner Tanner on April 8th. Georgia will receive \$638 million over the next 18 years with \$479 million being distributed via local grants. The website www.gaopioidtrust.org is now live and provides a wealth of information regarding the process to apply for funds. The current grant application period is April 15th – May 17th. Funding can be requested for up to 2 years during this initial grant period. Once submitted, the applications will be reviewed by Regional Advisory Councils (RACS) who will make their recommendations to another team, the Georgia Opioid State Advisory Council (GOSAC), which will make final recommendations to Commissioner Tanner, the trustee of these funds. Avita plans to submit a proposal to renovate our old CSU space in the back of our administrative building, converting it to a men’s substance use residential program and funding to start an Intensive Outpatient Program at our Gainesville outpatient location. • Hall County’s Juvenile Court Stakeholder’s Meeting was held on April 12th. The Truancy Intervention Project (“TIP”) presented their program focusing on truancy as the tip of the iceberg and using school absences to identify and divert at-risk children from chronic

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	<p>school absences, which is often an indication that something is amiss in a child’s home life or school environment. The presentation directly addressed how schools, community providers and child welfare advocates can use truancy and chronic absences to identify, serve and divert potentially at-risk or neglected children from possible DFCS and/or court involvement and positively resolve the child’s absenteeism.</p> <ul style="list-style-type: none"> • Thanks to our partnership with the University of North Georgia’s Art Department, we have 2 new murals being added to the walls of Avita’s BHCC. The first one, “Reaching toward the Sun” is completed and will offer hope to those exiting the BHCC to start their lives of recovery. The sunflower has a strong core, supporting the blossom as it reaches toward the sun for strength. We will hold an unveiling of the artwork during a recognition ceremony on May 1st at 3:00 p.m. • Cathy Ganter and Cindy Levi represented Avita at the National Council Conference in St. Louis April 14th – 18th. We attended several sessions related to staff retention, CCBHC costing, the use of artificial intelligence, and services for individuals with IDD and substance use disorder. Motivational Ted Talks were inspiring as individuals shared their personal stories of struggles, perseverance, and hope. Listening to Kevin Hines, the individual that jumped off the Golden Gate Bridge and lived to tell about it hits me at my core every time I hear it. The conference concluded with Isabel Wilkerson from the NY Times interviewing the former First Lady, Michelle Obama. She shared stories of her childhood and the impact of receiving an alarm clock at the age of 5 along with the responsibility of getting herself up and prepared for each day. • On March 22nd, Blairsville IDD went to The Art Studio in Blairsville to participate in an art class. Individuals painted beautiful pictures of a bunny with a flower wreath around them. Each of them painted their own unique version of the sketch that was given to them. The owner, Melissa, was wonderful and was more than willing to lend a helping hand to anyone who needed guidance or assistance. • On March 30th Avita celebrated National Doctor’s Day. Our outpatient clinic staff overwhelmed our prescribers with emails letting them know how much they are appreciated. We recognized them all: Dr. Cobiella, Karen Dasher, Elaine Jividen, Dr. Praturi, Linda Woughter, Tammy Henson, Vivian Akabueze, and Vallery Enoghahun. • Last month our youth with autism learned about holidays in the spring season and created St. Patrick’s Day and Easter projects. They learned new words related to the Spring holidays, painted window suncatchers and created a pot of gold coins and shamrocks for good luck. • Highlighting our east region IDD centers this month, Hart County celebrated St. Patrick’s Day in style this year dressing up in green and creating a decorated tree. Lavonia held their own celebration with music and festivities. Toccoa IDD volunteered for meals on wheels this month. • Dawson behavior health staff went with two classic March themes for their bulletin boards this month. One board was dedicated to using healthy coping skills to manage “March Madness.” Another was a board with the message that our clients are “Worth Your Weight in Gold.” For their prize at the end of the rainbow they provided a golden wrapped candy. Union County staff made a board focusing on what clients can “bee” throughout their days and a special thanks to Tanya Messer and Christine Eltz for dedicating their time and funds to buy inspiring signs for the Lumpkin lobby. • The Forsyth Peer Program continues to branch out in new ways. They have been regular attendees at “The Place” of Forsyth, as well as regular attendees at the Peer Wellness Center in Cleveland. The census in this program continues to grow under the new leadership of Christie Tedesco. • Over the last month, Patti Smith, Josh Hoose, Kenslie Krippner, Robert Wilson, Cameron Smith, Joey Lyons, and Penelope Hudson was recognized for going above and beyond. We thank all these employees for their dedication to Avita and for living out its mission.

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Financial Update	<p>Greg Ball reviewed the following in his report:</p> <ul style="list-style-type: none"> • March saw a \$133,000 surplus. • Current year revenues are \$2.1 million above prior year revenues which is a 8.7% increase over last year. • Current year expenses are \$2.2 million (or 8.9%) above prior year expenses. • Current surplus fiscal year to date is \$421,000. • Our Key Performance Indicators (KPIs) continued to exceed the targets established by DBHDD: <ul style="list-style-type: none"> ○ Cash on Hand is 85 days—well above the 30-day minimum ○ Current Ratio – 10:1 ○ Days of Covered Expenses – 82 days –well above the minimum of 60 days ○ Long Term Debt Ratio – .14:1 – well below the maximum of 2.5:1
HR Report	<p>FTE's: 385 Turnover</p> <p><u>Current Employee Count (FT)</u> End of March - 305</p> <p><u>Current Employee Count (PT)</u> End of March - 36</p> <p>FT Turnover Rate - End of March 2024: 14.13% (43 positions)</p> <p>PT Turnover Rate - End of March 2024: 27.78% (10 positions)</p> <p>Combined Turnover through March 2024: 15.54% (53 positions)</p> <hr/> <p>Turnover Previous Year (FY2023)</p> <p><u>Current Employee Count (FT)</u> End of March 2023 - 291</p> <p><u>Current Employee Count (PT)</u> End of March 2023 – 31</p> <p>FT Turnover Rate - End of March 2023: 18.21% (53 positions)</p> <p>PT Turnover Rate - End of March 2023: 45.16% (14 positions)</p> <p>Combined Turnover through March 2023 – 20.81% (67 positions)</p> <hr/> <p>Vacancies</p> <ul style="list-style-type: none"> • BHCC, 20 FT, 1 PT • All Other Avita Programs, 16 BH FT, 2 BH PT, 3 DD FT, 1 ADM FT <p>35 New Hires (Jan - Mar.) 26 full time, 9 hourly</p> <p><u>Workman's Comp</u>, 5 new cases</p>
Committee Reports:	<p>Finance:</p> <ul style="list-style-type: none"> • We reviewed the monthly revenues, expenses, and net surplus for each of the 9 months in this fiscal year. The first 3 months of calendar year 2024 have been strong financially. • Greg then presented a financial review of Avita's Intellectual & Developmentally Disabled (or IDD) services. Avita has 7 IDD sites. Avita offers both group and individual services, as well as residential support through Host Home Providers. IDD also includes Family Support, Autism, and Respite services for IDD individuals. • For the 9 months ending March 31, the IDD services have a net surplus of \$357,000, which is a healthy 5.9% margin. Revenues total \$6.2 million. The primary source of revenue is through Medicaid Waivers. Operating expenses total \$5.8 million. <p>Client Relations:</p> <ul style="list-style-type: none"> • Intellectual and Developmental Disabilities – Hannah attended the Finance Committee this evening. No report. • Behavioral Health Outpatient <p>We are expanding the Jail Inreach Program to Rabun County through a grant from HealthHIE Georgia. We have filled the Hall County Team Lead position. We have increased the use of interns across all of Avita, including in the jails. A vacant counselor position in Lumpkin County has been filled. We have added a full-time staff member to the Mountain Judicial Circuit through a contract with DBHDD. Lori attended a meeting in Forsyth County for a grant for preparing for mass violence and domestic terrorism. She also attended a training through the GBI and Homeland Security on Behavioral Threats and Assessment Management. She has just finished a training with the GBI on Certified At-Risk Adult Crime Tack Ticks that addressed crimes involving vulnerable and elderly individuals. We have secured our second EAP Program through the Northeast Georgia Housing Authority. The Hall County Jail Inreach Program is putting</p>

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	<p>together backpacks with things such as hygiene supplies, socks, flip flops, a gas card, and prepaid cell phones to give to inmates when they leave jail. We have been celebrating Counselor Appreciation Day and Administrative Support Staff Day. Nurses Appreciation Day is coming up in a few weeks and we are making plans to celebrate our nurses.</p> <ul style="list-style-type: none"> • Behavioral Health Specialty Services <ul style="list-style-type: none"> ○ Assertive Community Treatment – We have filled the Team Lead position. APEX – Cathy is still recruiting for some vacant positions. Rabun Clubhouse – We have hired a new Program Director that will start on July 1st. A new Care Management Director has been hired and will start on June 3rd. Cathy is still recruiting for vacant positions in some of the residential programs. There are several vacant positions for the overnight and weekend shifts. Cathy attended the NatCon Conference in St. Louis with Cindy last week. • BHCC <ul style="list-style-type: none"> ○ Infection Control – There were a total of 14 incident reports of infection control. Twelve reports were due COVID positive staff. Seclusion & Restraint – There were 6 incidents of seclusion or manual restraint involving IDD clients. The BHCC staff continue to work to improve this process and provide training to staff on specific duties to improve efficiency. Don is looking to implement a staff code to use when a restraint is initiated. High Risk Incidents – There were 3 high risk incidents during December - February. BHCC staff are completing a chart review for SI attempts. Medication Errors Without Adverse Effects – There were 32 reports of medication errors without adverse effects. Twenty-three of the errors were not tagged to a specific staff member because it could not be determined who was responsible for the error. CMAs were moved out of the med room and now only LPNs and RNs are allowed to dispense medication. We don't have consistent staff in the med room, so we are working to recruit new LPNs to work primarily in the med room to help decrease the number of medication errors from happening. Contraband –There were 21 incidents of contraband. BHCC leadership is working hard to improve the search procedure. Skin assessments have been implemented and documented by the nurses. The BHCC is implementing a new morning treatment review team. Temp Obs was opened in February, and we admitted 30 clients during the month. The leadership is developing protocols for the unit. <p>Governance: Barbara Bosanko relayed they have identified 2 changes to the by-laws for next month's report to the board. One deals with article IV and the other when the audit is due.</p>
Closed Session: Personnel Matters	Angela Whidby motioned to go into closed session, seconded by Rachel Mathis, and passed unanimously. Upon coming out of closed session, Barbara Bosanko, motioned, seconded by Kent Woerner to allow additional outside employment serving as an independent contractor for CEO Cindy Levi. Discussion reflected that this was not a conflict of interest. Motion passed unanimously.
Announcements	Terry Hawkins resigned from the Board. Alton Fry will finish up on June 30, 2024 and not seek reappointment for the "at large" position.
Adjourn at 7:15 pm	Barbara Bosanko made a motion to adjourn, seconded by Angela Whidby, and they adjourned unanimously.

Kent Woerner

5/22/24

Presiding Officer Signature

Date Approved

Respectfully submitted,

Hariah Hutkowski

Hariah Hutkowski, Recording Clerk