

Avita Community Partners  
Board of Directors Meeting Minutes

DATE: August 28, 2024	TIME: 6:06 PM
PLACE: Avita Administrative Offices and Zoom	PRESIDING: Penny Penn

Attendance

Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	UNFILLED	<input 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	Rachel Mathis	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Samantha Turner	<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	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Bo Garrison	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Penny Penn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	David White	<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	Carol Williams	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Monika Knight	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	UNFILLED	<input type="checkbox"/> Yes <input type="checkbox"/> No	Kent Woerner	<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	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	Michael Foust	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rae Ann Straub	<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 6:06 PM by Penny Penn.
Determine Quorum	A quorum was present with 11 out of 16 members.
Approval of Agenda	Motion to approve the agenda made by Angela Whidby, seconded by Kent Woerner, passed unanimously.
Approval of Minutes	Motion to approve the July 24, 2024 minutes by Barbara Bosanko, seconded by Angela Whidby and it passed unanimously.
Board Chair Report	Penny had nothing to report.
Oaths of Vice-Chairman	Carol Williams conducted the OATH of Vice-Chair for FY25.
CEO Report	<p>We are moving forward with renovations to the new Avita location in Toccoa. Piedmont Contractors offered the lowest bid and work will begin as soon as supplies are received. The work will be completed by December. Although costing more than anticipated at \$389,632, Stephens County Commissioners agreed to a rent-free lease for a ten -year term. We can amortize this amount across those 10 years. A new Avita sign was installed at the Cleveland office and new flooring at the Gainesville outpatient site. Furniture donated by Butler Woods spruced up our supported housing office. A team of Avita staff looked at 2 properties in Blairsville and 2 in Hiawasse; however, none came close to meeting our needs. A meeting is planned with Commissioner Paris in Union County to discuss their plans and timeline for our current office. Carry On Trailer notified us that they weren't planning to repair the damage to the Lavonia property we utilize for IDD services. We are awaiting a return call from them to discuss their future for the property. There was significant damage done to the IDD Section of the Behavioral Health Crisis Center (BHCC) by a guest with an extremely high acuity level. Once he was discharged from the BHCC, work began on repairing the drywall and installing Fiberglass Reinforced Panels to protect the walls from future damage. We 're also finishing the work on installation of an outdoor space in the IDD section of the unit. The Board Room received a new HVAC unit after years of intermittent output. We're so happy to have the air conditioning back on line at Thurmon Tanner. Lastly, we have received 12 of the 13 new Pacifica vans that we ordered. They are greatly needed and lauded by our drivers and clients alike.</p> <p>Although the Center for Medicare and Medicaid (CMS) approved the new IDD rate structure for Georgia, there's still work to be done behind the scenes before these new rates are implemented. At this point, we anticipate changes to the Provider Manual in October culminating the preparations for implementation. Many of the rates will be retro-active back to July 1<sup>st</sup>. We were</p>

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	<p>notified that the Department of Community Health (DCH) didn't submit the request for Behavioral Health Rate increases until August 1<sup>st</sup>. CMS has 90 days to review the proposal and respond. Until questions are submitted, and responses received, it could be several months. DCH also requested that rates be paid retro to July 1<sup>st</sup>.</p> <p>This year celebrated 25 years of the Peer movement. A celebration took place at The Carter Center on August 8<sup>th</sup> titled "Stigma to Strength," where the premier of a documentary highlighting the value of Certified Peer Specialists in the recovery journey was shown. A few clips were filmed at Avita's BHCC.</p> <p>I attended the grand opening of a new BHCC in Fulton County. It is great to see the expansion of resources for those experiencing a behavioral health crisis. It also made me proud to see many of the features we prototyped in the Avita BHCC replicated in another facility.</p> <p>The Georgia Association of Community Service Boards (GACSB) held its annual strategic planning session at Brasstown Valley Resort August 4<sup>th</sup> - 6<sup>th</sup>. Commissioner Tanner encouraged our Trade Association to work together to support those CSBs that are not doing well financially. The primary focus of the strategic plan for the upcoming year is for all CSBs to thrive. There are multiple steps outlined to achieve this goal. As part of strategic planning, the GACSB bylaws were updated, and Kristen Woodlock continues serving as the Association's Interim Executive Director.</p> <p>A new gathering spot opened in Buford called "Don't Make it Weird." This is a safe place for individuals with mental health challenges and their families to gather for educational sessions and support. Because it's right on the border of Hall County, local individuals may look to Avita for mental health treatment and support. Our resource information is available there.</p> <p>Work on the Direct Support Professional (DSP) certification exam was completed. With guidance from "Measure Learning," a group of subject matter experts finalized the exam which consists of 100 scored multiple-choice questions. Following the completion of their training requirements, a DSP will be eligible to take this exam and obtain the DSP I credential. It is our hope that this will become a nationally recognized exam.</p> <p>Last month the Toccoa, Harwell, and Lavonia IDD groups collaborated for a joint cookout at Big Oaks Park. There were games, activities, and prizes for everyone! Gainesville and Dahlonega also collaborated with a Luau Day. They also enjoyed games and food but learned how to hula dance and prizes were given for the best dressed!</p> <p>A local Boy Scout Troup built two picnic tables and a garden plot for the Forsyth office as their service project. While the boys worked, Jeremy Merritt ensured that they were supplied with water and all the food they could eat (even grilling some hotdogs for lunch!) Soon, a plaque will be installed to commemorate the build.</p> <p>A community event entitled "A Family Fair" was held at Main Street Park in Dawsonville on August 16<sup>th</sup>. This annual event brings together numerous community partners with the goal of providing the community with fun activities and prizes, as well as togetherness and awareness of the various services available in the community. Avita was represented by Jeremy Merritt, Michelle Brown, and Michelle Burgess.</p> <p>Over the last month, Leah Maloof, Megan Eslava, Danielle Rietta, Amber Reganato, Anne Gambill, Zion Ferguson, Erin Coyle, Jessie Dickerson, Angelica Teal, Esmeralda Cruz, Amy Pelles, Jean Hutchinson, Jennifer Byrd, and Darnell Arbet were recognized for going above and beyond. We thank all these employees for their dedication to Avita and for living out its mission.</p>

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Financial Update	<p>Greg Ball reviewed the following in his report:</p> <ul style="list-style-type: none"> <li>• July saw a \$83,000 surplus.</li> <li>• Current year revenues are \$3.198 million.</li> <li>• Current year expenses are \$3.115 million.</li> <li>• Current surplus fiscal year to date is \$83,000.</li> <li>• Our Key Performance Indicators (KPIs) continued to exceed the targets established by DBHDD: <ul style="list-style-type: none"> <li>○ Cash on Hand is 75 days—well above the 30-day minimum</li> <li>○ Current Ratio – 8:1</li> <li>○ Days of Covered Expenses – 76 days –well above the minimum of 60 days</li> <li>○ Long Term Debt Ratio – .15:1 – well below the maximum of 2.5:1</li> </ul> </li> </ul>
Corporate Compliance	<p>100% of the report dispositions were confirmed as substantiated. Cathy reported this is the first time she recollects that total. 78 total reports were filed for the second quarter of calendar year 2024.</p> <p><u>Patterns &amp; Trends</u></p> <p>Internal reports increased – 74 &lt; 78 External reports stayed the same – 1 = 1</p> <p>Subject area increases:</p> <ul style="list-style-type: none"> <li>• Health and Safety – 23 &lt; 42</li> </ul> <p>Subject area decreases:</p> <ul style="list-style-type: none"> <li>• Service Quality – 37 &gt; 31</li> <li>• Management Practices – 12 &gt; 4</li> <li>• Business Practices – 2 &gt; 1</li> <li>• Work Environment Issues – 1 &gt; 0</li> </ul>
Strategic Plan	<p>Cathy went over the 2<sup>nd</sup> calendar quarter of 2024 with a few highlights from the distributed full report. Under “Learning and Growth” she highlighted 3.1 which shows we have 86% of the positions filled (goal was 85%). Under “Processes” 1.0 our ratio of claims is now at 90% due to working with Billing (goal is 95%).</p>
Committee Reports	<p><b>Finance:</b> Greg shared a PowerPoint of the FY24 results in a month-by-month graph, the FY25 Budgeted Revenues and Expenses were also shown projected, and Greg highlighted the ACT program with Cathy Ganter providing in-depth explanation of how and how the program served. Brenda Hochmuth was elected FY25 chair again.</p> <p><b>Governance:</b> Angela Whidby was elected chair during the meeting. They discussed a proposal to make sure in-kind contributions were added to the donations of counties to determine which counties received an extra appointment to the board of directors. Allan also shared with the group that they need to be on the look out of Cindy Levi’s performance evaluation via email.</p> <p><b>Client and Community Relations:</b> They did not have a quorum to elect a chair for FY25. Rae Ann shared about “The Gathering” event in Sept. Family Supports is having an informational meeting in Cumming to help correct some misconceptions/rumors that were floating around the community. DSP week is coming up. Don Reimer shared the Pharmacy quarterly meeting happenings including trying to improve processes. Lori shared many Behavioral Health side updates as well.</p>
Announcements	<p>The Educational Exchange is coming up, please share with Hariah if you want to attend.</p>
Adjourn at 7:35 pm	<p>A motion made by Angela Whidby, seconded by Barbara, to adjourn and it was unanimous.</p>

*Penny Penn*

9/25/24

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Presiding Officer Signature, Penny Penn

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Date Approved

Respectfully submitted,

*Hariah Hutkowski*

Hariah Hutkowski, Recording Clerk