



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
OCTOBER 12, 2023 – 10:00AM
VIRTUAL MEETING MINUTES**



MEMBERSHIP ATTENDANCE: X - Denotes Attendance					
X	Chair- Pam Cartwright- Legacy	X	Highland Rivers- Dena Payne	X	GACSB- Robyn Garrett
	Vice Chair- Fabio Van De Merwe-DeKalb	X	Legacy – Paivi Parssinen		GACSB- Jesse Hambrick
X	Advantage- Tammy Conlin		McIntosh Trail- Kenyatta Walker	X	GACSB- Renee Millians
X	Aspire- Dana Glass	X	Middle Flint- Matthew Almeida		GACSB- Dr. Glyn Thomas
X	Avita- Cathy Ganter		New Horizons- Susan Gallagher		
X	Bridge Health- Patrick McBride		Oconee- Kristi Stiggers		
	Clayton Center – Barbara June		Pathways- Jade Benefield		
X	CSB of Middle Georgia- Terry Richards		Pineland- Patricia Donaldson		
	Dekalb- Chatele’ Chester	X	River Edge- Dr. Ali Yallah		
	Douglas County – Ivy Wright		Serenity- John Moore		
	Gateway – Heather Ott	X	Unison- Laura Fullard		
X	Georgia Pines- Ricardo Pena	X	View Point Health- Jennifer Speights		
GUESTS: Laurie Bradford, Heather Ramsey, Lee Pavlik, Cindy Levi, Rita Wright-King, Sandra Myers, Reid Denson, Denise Forbes, Cass Hatcher					
DISTRIBUTION: 10/12/2023 Agenda; 09/14/2023 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call To Order	Chair Pamela Cartwright called the meeting to order at 10:05AM.			
Approval of Agenda	A motion to approve the 10/12/2023 agenda was made by Dena Payne. Motion was seconded by Cathy Ganter and carried without opposition.			
Approval of Minutes	A motion to approve the 09/14/2023 minutes was made by Laura Fullard. Motion was seconded by Dena Payne and carried without opposition.			
Focus Group Report Outs/Action Items	<p>-HR/Compliance- Laura Fullard reported the group discussed the following topics:</p> <ul style="list-style-type: none"> • People Soft/NextGen transition • The new I9 form to be used effective 11/01/2023 • Changing the monthly meeting date due to members having conflicting meetings <p>Members discussed the ongoing issues with the Fieldprint process and getting people</p>	<ul style="list-style-type: none"> • Send the name of the DBHDD representative that joined the focus group meeting to Robyn Garrett • Put Fieldprint back on the agenda and let Robyn know of on-going issues • Follow up with Executive Office about HR department survey 	<ul style="list-style-type: none"> • Laura Fullard • Laura Fullard • Laura Fullard 	<ul style="list-style-type: none"> • 10/12/23 • 11/9/23 • 11/9/23

	<p>registered for background checks. Laura Fullard reported hearing that if you submit 100 background checks a year, you can apply to be a corporate Fieldprint office.</p> <p>- IT- Fabio van der Merwe provided the following update via email to Jesse Hambrick, who read it out loud for members:</p> <ul style="list-style-type: none"> • The IT Focus group discussed updates on agency projects and are planning a face-to-face meeting <p>- CFO- Lee Pavlik reported the group discussed the following topics:</p> <ul style="list-style-type: none"> • Workman’s Comp • CCBHC and the idea of hosting a monthly meeting for CFOs of CCBHC grantees • Needing to complete the in-house survey around accounting staff <p>Lee Pavlik reported the CFO Focus Group will have an in person meeting at the 2023 Leadership Conference.</p> <p>- Rev Cycle- Robyn Garrett was not on the call, so no updates at this time.</p>			
<p>Strategic Plan Initiatives Update</p>	<p>Regional Training Update- No updates at this time.</p> <p>Comprehensive Training Workbook Project- No updates at this time.</p> <p>Treat First Model- Renee Millians reported a Treat First Model subcommittee was formed out of the Clinical Ops Committee and had their first meeting on 09/28/2023. The subcommittee reviewed the draft RFP and provided edits. Renee reported that Robyn Garrett and Dr. Thomas have been in touch with the association in New Mexico for community behavioral health providers and will meet with them next week. The Executive Office will be communicating with DBHDD</p>			

	about the Treat First Model and the Executive Office releasing the RFP.			
State-wide Policy Initiatives	<p>CCBHC Updates- Jesse Hambrick reported that Sarepta and her team at DBHDD continue to meet with CSBs on a monthly basis. Jesse reported the Executive Office is working to organize the CCBHC section on the GACSB website to be a resource for all members.</p> <p>Medicaid Managed Care Reprourement RFP-Renee Millians reported the RFP was released on 09/22/2023 and the biggest change to note was the adult ABD population being included in Medicaid Managed Care.</p> <p>DBHDD Updates- Jesse Hambrick reported that CSBs had their first bi-monthly meeting with Commissioner Tanner on 09/25/2023.</p> <p>Other- None.</p>			
Annual Leadership Conference	Renee Millians reported that all managed care companies would be present at the Leadership Conference and encouraged members to visit their tables and ask questions.			
Other	None.			
Next Meeting	The next committee meeting will be November 9, 2023, at 10:00AM			
Adjournment	Laura Fullard made a motion to adjourn. Dena Payne seconded the motion and the meeting was adjourned at 10:31AM.			
Chair	Pamela Cartwright	Recorded By: Renee Millians		