



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
SEPTEMBER 14, 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
X	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	X	New Horizons- Susan Gallagher		
	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- Stephen Martell		
	Gateway – Heather Ott	X	Unison- Laura Fullard		
X	Georgia Pines- Tim Hampton (Proxy)	X	View Point Health- Jennifer Speights		
GUESTS: Rita Wright-King, Cindy Levi, Valerie Lamb, Lee Pavlik, Cass Hatcher, Denise Forbes					
DISTRIBUTION: 09/14/2023 Agenda; 07/13/2023 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call To Order	Chair Pamela Cartwright called the meeting to order at 10:03AM.			
Approval of Agenda	A motion to approve the 09/14/2023 agenda was made by Matthew Almeida. Motion was seconded by Dena Payne and carried without opposition.			
Approval of Minutes	A motion to approve the 07/13/2023 minutes was made by Terry Richards. Motion was seconded by Matthew Almeida and carried without opposition.			
Focus Group Report Outs/Action Items	<p>-HR/Compliance- Laura Fullard shared the following highlights:</p> <ul style="list-style-type: none"> The group met in person on 08/10/2023 and had presentations from several external stakeholders. The group met at 9am this morning and discussed a recap of previous agenda items: Fieldprint, PeopleSoft/NextGen 	<ul style="list-style-type: none"> Forward HR Department data elements for survey to Executive Office Add Covid Protocols to the next HR/Compliance Focus Group meeting Agenda 	<ul style="list-style-type: none"> Laura Fullard Laura Fullard 	<ul style="list-style-type: none"> 09/14/2023 10/12/2023

	<p>Laura Fullard reported that Valerie Lamb will be the new secretary for the HR/Compliance focus group.</p> <p>- IT- Fabio van der Merwe reported the last meeting consisted of report outs from the field including new system transitions and new technology.</p> <p>- CFO- Lee Pavlik reported the group discussed the following topics:</p> <ul style="list-style-type: none"> • TruLink • The need for CCBHC Cost Reporting collaboration • New DBHDD requirements <p>Lee Pavlik reported the CFO focus group would like the Executive Office's assistance in creating a survey of accounting team structure across the network.</p> <p>- Rev Cycle- Robyn Garrett reported the group last met on 09/07/2023 and the meeting focused on Medicaid ID Revalidations. DCH has announced an extension of the deadline to October 31.</p>	<ul style="list-style-type: none"> • Reach out to Executive Office with specific elements for accounting department structure survey 	<ul style="list-style-type: none"> • Lee Pavlik 	<ul style="list-style-type: none"> • 10/12/2023
<p>Strategic Plan Initiatives Update</p>	<p>Regional Training Update- No updates at this time.</p> <p>Comprehensive Training Workbook Project- Robyn Garrett reported the Executive Office has repurposed information from the workbook for different DBHDD subcommittees.</p> <p>FY24 Phase I Plan- Robyn Garrett reported the Board of Directors had the FY24 Strategic Planning event Phase 1 in August and will gather again on October 20 in McDonough, GA for a Phase 2 event with Kristin Woodlock to focus on CCBHC and how to use the model for system transformation.</p>			
<p>State-wide Policy Initiatives</p>	<p>CCBHC Updates- Robyn Garrett reported that Sarepta and her team will join the Weekly CEO Touchpoint call on the first Thursday of every month, beginning October 5.</p>			

	<p>DBHDD AFY24 & FY25 Budget Proposals- Robyn Garrett reported that Commissioner Kevin Tanner joined the CEO call on September 7th to discuss the proposed AFY24 and FY25 DBHDD budgets.</p> <p>Medicaid Redeterminations- Robyn Garrett reported the Executive Office hosted a virtual webinar for the network with Laura Beggs from DHS who provided a Medicaid Redetermination Presentation on September 6, 2023.</p> <p>Workforce- Robyn Garrett reported that subcommittees continue to meet across the state regarding workforce.</p> <p>Other- Cathy Ganter volunteered to be part of the “Treat First” Model Clinical Ops subcommittee.</p>	<ul style="list-style-type: none"> • Add Cathy to “Treat First” Model subcommittee 	<ul style="list-style-type: none"> • Executive Office 	<ul style="list-style-type: none"> • 09/14/2023
Annual Leadership Conference	Renee Millians used a slide deck presentation to provide a registration update for the 2023 Annual Leadership Conference. Renee posted the CSB attendee registration link and working draft Conference Agenda in the chat box and encouraged members to reach out to individual vendors with information about the conference and partnership opportunity.			
Other	None.			
Next Meeting	The next committee meeting will be October 12, 2023, at 10:00AM			
Adjournment	The meeting was adjourned at 10:40AM.			
Chair	Pamela Cartwright	Recorded By: Renee Millians		