



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
OCTOBER 13, 2022 – 10:00AM
VIRTUAL MEETING MINUTES**



MEMBERSHIP ATTENDANCE: X - Denotes Attendance					
X	Chair- Pam Cartwright- Legacy		Highland Rivers- Melanie Dallas	X	GACSB- Robyn Garrett
X	Vice Chair- Fabio Van De Merwe-DeKalb	X	Legacy – Paivi Parssinen	X	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-Rick Solmon		Oconee- Kristi Stiggers		
X	Clayton Center – Barbara June		Pathways- Jade Benefield		
X	CSB of Middle Georgia- Terry Richards		Pineland- Patricia Donaldson		
	Dekalb- Chatele’ Chester		River Edge- Dr. Ali Yallah		
	Douglas County - Monraye Lightford	X	Serenity- Stephen Martell		
	Gateway – Heather Ott	X	Unison- Laura Fullard		
X	Georgia Pines- Tim Hampton	X	View Point Health- Jennifer Speights		
GUESTS: Cindy Levi, June DiPolito, RJ Hurn, Ricardo Pena, Laurie Hall, Dena Payne, Eddie Williams, Lee Pavlik, Kelly O’Bryant, David Crews, Kimberly Bowen, Denise Forbes, Rita Wright-King					
DISTRIBUTION: 10/13/2022 Agenda; 09/08/2022 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call To Order	Chair, Pamela Cartwright called the meeting to order at 10:02AM.			
Approval of Agenda	A motion to approve the 10/13/2022 Agenda was made by Cathy Ganter and seconded by Matthew Almeida. Motion carried without dissent.			
Approval of Minutes	A motion to approve the 09/08/2022 minutes was made by Fabio Van Der Merwe and seconded by Tammy Conlin. Motion carried without dissent.			
Focus Group Report Outs/Action Items	-HR/Compliance- Laura Fullard reported the group met this morning at 9AM. No action items were reported but the group had robust discussion on topics such as CARF and open enrollment. - IT- Fabio Van Der Merwe reported the group has been discussing the survey of IT departments. The survey was sent to IT Directors on Monday, 10/10/2022 and should be completed by Friday, 10/21/22. - CFO- Lee Pavlik reported the group discussed the following topics:			

	<ul style="list-style-type: none"> The new accounting standard for governmental agencies DBHDD contracts Employee retention credits HHS Phase 4 reporting <p>- Rev Cycle- Robyn Garrett reported the group's primary discussion on 10/06/2022, was the issues with submitting claims. Robyn reported that State contracted services claims are now coming through with the included 5% I/DD rate increase.</p>			
Strategic Plan Initiatives Update	Pamela Cartwright reported the group is still reviewing the Training Workbook.	<ul style="list-style-type: none"> Schedule a call for a small group of HR Directors to review the Training Workbook 	<ul style="list-style-type: none"> Robyn Garrett 	<ul style="list-style-type: none"> ASAP
State-Wide Policy Initiatives	Behavioral Health Rate Study- Robyn Garrett reported the core workgroup met on October 4 th , 2022. 19 CSBs responded to the survey, while only 50% of private providers participated. Robyn Garrett informed members that DBHDD released a memo yesterday afternoon on behalf of Commissioner Judy Fitzgerald, announcing her retirement by the end of the year 2022.			
Educational Exchange Discussion	<p>- Robyn Garrett reported that 146 CSB attendees have registered to attend the conference. Among those registered includes:</p> <ul style="list-style-type: none"> 47 Board Members 29 HR/Management 17 CEOs, 19 expected 13 I/DD Directors 13 Clinical Directors 4 Medical Directors <p>Robyn Garrett reported that GACSB has 30+ Business Partners registered and is anticipating more.</p>			
Innovative Corner	Tammy Conlin, CEO of Advantage, will be presenting at the next committee meeting.			
Next Meeting	The next committee meeting will need to be rescheduled to November 17 th , 2022, @ 10:00am, due to the Educational Exchange.	<ul style="list-style-type: none"> Send an updated calendar appointment out to members 	<ul style="list-style-type: none"> Jesse Hambrick 	<ul style="list-style-type: none"> 10/13/22
Adjournment	The meeting was adjourned at 10:26AM.			
Chair	Pamela Cartwright	Recorded By: Renee Millians		