



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
THURSDAY, JUNE 12, 2025 – 10:00AM
VIRTUAL MEETING MINUTES**



MEMBERSHIP ATTENDANCE: X - Denotes Attendance					
X	Chair- Pam Cartwright- Legacy	X	Highland Rivers- Dena Payne	X	Cindy Levi, Avita Partners
	Vice Chair- Fabio Van De Merwe-DeKalb	X	Legacy – Paivi Parssinen		Lee Pavlik, Aspire
X	Advantage- Tammy Conlin	X	McIntosh Trail- Leslie Cantrell		Cass Hatcher, River Edge
	Aspire- Dana Glass		Middle Flint- Angela Holt		
X	Avita- Cathy Ganter	X	New Horizons- Susan Gallagher		
X	Bridge Health- Heather Ramsey		Oconee- Kristi Stiggers		
	Claratel- Chatele' Chester		Pathways- Jade Benefield		
	Clayton Center – Barbara June		Pineland- Patricia Donaldson		
X	CSB of Middle Georgia- Terry Richards		River Edge- Dr. Ali Yallah		
	Douglas County – Ivy Wright	X	Serenity- John Moore		
	Gateway – Pamela Brinck	X	Unison- Laura Fullard		
	Georgia Pines- Martha Parada	X	View Point Health- Jennifer Speights		
GUESTS: Sandra Myers (Aspire), Denise Forbes (CSB of Middle Georgia), Tim Hampton (Georgia Pines), Eddie Williams, Candice Ingram					
DISTRIBUTION: 4/10/2025 Agenda, 3/13/2025 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call to Order	<ul style="list-style-type: none"> Pamela Cartwright called the meeting to order at 10:00AM. Ms. Cartwright asked everyone to place their name, email address, and CSB name in the chat for attendance. The agenda for today's meeting was presented and reviewed. Ms. Leslie Cantrell made a motion to approve the agenda, as written. Ms. Dena Payne seconded the motion. The agenda for today's meeting was unanimously approved. The minutes from the 4/10/25 meeting were presented and reviewed. Ms. Cathy Ganter made a motion to approve the minutes, as written. Ms. Dena Payne seconded the motion. The 4/10/25 meeting minutes were unanimously approved. 			

Focus Group Report Outs/Action Items	<ul style="list-style-type: none"> • HR/Compliance- Ms. Laura Fullard reported that the group met today and discussed the following: <ul style="list-style-type: none"> • Training: Efforts are underway to ensure that there will be certified trainers in the coming months. In the meantime, Relias fire safety courses should be utilized. • IT- No Report Provided • CFO- No Report Provided • Rev Cycle- No Report Provided 	<ul style="list-style-type: none"> • Updates will be provided as they become available. • Updates will be provided at the next meeting. • Updates will be provided at the next meeting. • Updates will be provided at the next meeting. 	<ul style="list-style-type: none"> • HR/Compliance- Laura Fullard • IT- Fabio van der Merwe • CFO- Lee Pavlik • Rev Cycle- Angela Holt 	
Strategic Plan Initiatives Update	<ul style="list-style-type: none"> • GACSB's Top Two Focuses: The two main FY25 focuses are: <ul style="list-style-type: none"> • <i>Sustainability</i> • <i>Maintaining a Robust Network</i> • Ms. Cartwright announced that the new Executive Director, Ms. Vanessa Cameron, started on 4/28. She is reaching out to CSBs to arrange meetings. • Discussion regarding GACSB strategic focus to provide high quality, cost effective and efficient services throughout the network. 	<ul style="list-style-type: none"> • Strategic updates will be provided at each meeting. 	<ul style="list-style-type: none"> • Strategic Plan Initiatives - GACSB Exec. Director 	
State-wide Policy Initiatives	<ul style="list-style-type: none"> • CCBHC: Members need to be aware of the possible decrease in Medicaid approvals and subsidies. This action would have an impact on services. • DBHDD: Education & Advocacy: <ul style="list-style-type: none"> • The GACSB Educational Exchange will be held October 27-29 at Legacy Lodge-Lanier Island. The theme for this year's event is Empower, Engage, & Evolve. The call for presenters was made. • Assisted Suicide Risk Training will be held 	<ul style="list-style-type: none"> • Updates will be provided as information becomes available. 		

	6/19 and 6/25. In-Person attendance is preferred.			
Other	<ul style="list-style-type: none"> • Preparedness- Ms. Cartwright reminded everyone that hurricane season runs from 6/1-11/30. She shared statistics on hurricanes and preparedness tips. • Feedback: Members would like to discuss options for renters' insurance for residential services. Some CSBs have not been able to find a carrier that will insure them. 	<ul style="list-style-type: none"> • Ongoing updates will be provided. • This item will be added to next month's agenda. 		
Next Meeting	The next meeting will be 7/10/25 at 10:00AM			
Adjournment	The meeting was adjourned at 10:30am			
Chair	Pamela Cartwright	Recorded By: Candice Ingram		