



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
SEPTEMBER 12, 2024 – 10:00AM
VIRTUAL MEETING MINUTES**



MEMBERSHIP ATTENDANCE: X - Denotes Attendance					
X	Chair- Pam Cartwright- Legacy	X	Highland Rivers- Dena Payne		
	Vice Chair- Fabio Van De Merwe-DeKalb	X	Legacy – Paivi Parssinen		
	Advantage- Tammy Conlin		McIntosh Trail- Kenyatta Walker		
X	Aspire- Dana Glass		Middle Flint- Matthew Almeida		
	Avita- Cathy Ganter		New Horizons- Susan Gallagher		
X	Bridge Health- Patrick McBride	X	Oconee- Kristi Stiggers		
	Claratel- Chatele' Chester		Pathways- Jade Benefield		
	Clayton Center – Barbara June		Pineland- Patricia Donaldson		
	CSB of Middle Georgia- Terry Richards	X	River Edge- Dr. Ali Yallah		
	Douglas County – Ivy Wright	X	Serenity- John Moore		
	Gateway – Pamela Brinck	X	Unison- Laura Fullard		
	Georgia Pines- Tim Hampton (Proxy)		View Point Health- Jennifer Speights		
GUESTS: Heather Ramsey, Candice Ingram					
DISTRIBUTION: 09/12/2024 Agenda, 06/13/2024 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call to Order	Chair Pamela Cartwright called the meeting to order at 10:00AM. A quorum was not established, so the meeting moved forward as informational only.			
Focus Group Report Outs/Action Items	-HR/Compliance- Laura Fullard reported the group discussed the following topics: <ul style="list-style-type: none"> • Transition to the new Workday HR system, including challenges with data validation, login credentials, and training. The estimated “go live” date is April 2025. • Criminal Background Check delays 			

	<ul style="list-style-type: none"> - IT- No report provided. - CFO- No report provided. - Rev Cycle- No report provided 	- Report to be provided at the next Admin Ops Committee Meeting	IT - Fabio van der Merwe CFO - Lee Pavlik Rev Cycle - TBD	
Strategic Plan Initiatives Update	Regional Training Update - This initiative has been put on hold until a new GACSB Executive Director is hired.			
State-wide Policy Initiatives	The group discussed updates from the Department of Behavioral Health and Developmental Disabilities (DBHDD), including a focus on fiscal viability, jail programs, and the ongoing challenges of staffing shortages, particularly for licensed clinicians. The group also received an update on the CCBHC (Certified Community Behavioral Health Clinic) certification process.			
Other	<ul style="list-style-type: none"> - Opioid Reversal Kits- Schools and state buildings are mandated to have Opioid Reversal kits readily available.. - GACSB Leadership Conference- Dana Glass provided an overview of the upcoming GACSB (Georgia Association of Community Service Boards) Leadership Conference, including the agenda, speakers, and logistics. The group was encouraged to register for the conference as soon as possible. - Disaster Preparedness- The group discussed the importance of maintaining up-to-date disaster preparedness and continuity of operations plans, especially in light of potential threats like pandemics, natural disasters, and supply chain disruptions. The group agreed to continue discussing this topic at future meetings. 			

Next Meeting	The next committee meeting will be October 10, 2024, at 10:00AM			
Adjournment	The meeting was adjourned at 10:45am			
Chair	Pamela Cartwright	Recorded By: Candice Ingram		