



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS  
ADMINISTRATIVE OPERATIONS COMMITTEE  
SEPTEMBER 8, 2022 – 10:00AM  
VIRTUAL MEETING MINUTES**



<b>MEMBERSHIP ATTENDANCE: X - Denotes Attendance</b>					
X	Chair- Pam Cartwright- Legacy	X	Highland Rivers- Melanie Dallas	X	GACSB- Robyn Garrett
	Vice Chair- Fabio Van De Merwe-DeKalb	X	Legacy – Paivi Parssinen	X	GACSB- Jesse Hambrick
X	Advantage- Tammy Conlin		McIntosh Trail- Kenyatta Walker		GACSB- Renee Millians
X	Aspire- Dana Glass		Middle Flint- Matthew Almeida		GACSB- Dr. Glyn Thomas
X	Avita- Cathy Ganter	X	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	X	Pineland- Patricia Donaldson		
	Dekalb- Chatele' Chester	X	River Edge- Dr. Ali Yallah		
	Douglas County - Monraye Lightford	X	Serenity- Stephen Martell		
	Gateway – Adam Walker	X	Unison- Laura Fullard		
X	Georgia Pines- Tim Hampton	X	View Point Health- Jennifer Speights		
<b>GUESTS: Rita Wright-King, Eddie Williams; Lee Pavlik; Dena Payne; Cindy Levi; Laurie Hair;</b>					
<b>DISTRIBUTION: 09/08/2022 Agenda; 08/11/2022 Minutes</b>					

<b>Agenda Items</b>	<b>Discussion</b>	<b>Action/Resolution</b>	<b>Responsibility</b>	<b>Due Date</b>
<b>Welcome/Call To Order</b>	Chair, Pamela Cartwright called the meeting to order at 10:02AM.			
<b>Approval of Agenda</b>	A motion to approve the 09/08/2022 Agenda was made by Melanie Dallas and seconded by Dr. Ali Yallah. Motion carried without dissent.			
<b>Approval of Minutes</b>	A motion to approve the 08/11/2022 minutes was made by Terry Richards and seconded by Melanie Dallas. Motion carried without dissent.			
<b>Focus Group Report Outs/Action Items</b>	-HR/Compliance- Laura Fullard reported the group met this morning at 9AM. No action items were reported. There was robust discussion about CARF and preparation for CARF by several CSBs. - IT- Dr. Ali Yallah reported that there was a decision to create a database to track what various software is being used across the safety net. He also noted that he would be stepping down and would need to find someone to replace him. Robyn polled the group to see if there would be a likely CIO replacement and asked the group to offer recommendations for that spot. He noted that	<ul style="list-style-type: none"> <li>Survey CEOs for current CIO/IT Director and email address so this group can increase participation.</li> </ul>	Executive Office	As soon as possible.

	<p>participation is low and would like to get an updated listing of IT Directors.</p> <ul style="list-style-type: none"> <li>- CFO- Lee Pavlik stated that she would be taking over as chair of the CFO group. There was no report given for August.</li> <li>- RevCycle- Robyn Garrett reported there have been two meetings in the last month and that the focus was on CMO Claims. She also explained to the group that there were nine managed care companies that would be interested in the Medicaid managed care bid.</li> </ul>			
<b>Strategic Plan Initiatives Update</b>	<ul style="list-style-type: none"> <li>- Pam Cartwright reported that there had been a request to three CEOs/CSBs to look at the training document that was prepared by the Education and Individual Advocacy Committee and there would be a report out on that progress in the next Admin Ops Meeting. Robyn stated that the Executive Office would be working with that small group to refine the document before the October meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• The Executive Office will be coordinating the refinement of the training document and have a report on its progress for the next Admin Ops Meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Robyn Garrett</li> </ul>	<ul style="list-style-type: none"> <li>• 10/13/2022</li> </ul>
<b>State-Wide Policy Initiatives</b>	<ul style="list-style-type: none"> <li>- Robyn Garrett noted that it was decided at the last IDD Committee Meeting that there would be no advocacy to request an extension on the IDD rate study. She suggested that anyone on the call that was working on the study to submit what could be done prior to the deadline the following day.</li> <li>- Robyn noted that there would be more information forthcoming in a week or two on the Behavioral Health rate study. There will be an advisory group formed for that study and the CSBs will have representation on it.</li> </ul>			
<b>Educational Exchange Discussion</b>	<ul style="list-style-type: none"> <li>- Robyn reminded those on the call about the need for greater partner participation and requested those on the call to reach out with any ideas on possible partners. She reviewed the current business partners that were currently signed up.</li> </ul>	<ul style="list-style-type: none"> <li>• Reach out to CSB Vendors and provide information about partnership opportunities at the GACSB Educational Exchange Leadership Conference. Vendors can contact Deputy Director, Jesse Hambrick @ <a href="mailto:jhambrick@shpllc.com">jhambrick@shpllc.com</a></li> </ul>	<ul style="list-style-type: none"> <li>• All CSBs</li> </ul>	<ul style="list-style-type: none"> <li>• ASAP</li> </ul>

<b>Innovative Corner</b>	Cindy Levi presented on her co-response program.	<ul style="list-style-type: none"> <li>The materials that Cindy used in the presentation should be distributed to all attendees.</li> </ul>	<ul style="list-style-type: none"> <li>Jesse Hambrick</li> </ul>	<ul style="list-style-type: none"> <li>ASAP</li> </ul>
<b>Next Meeting</b>	The next committee meeting is scheduled for October 13 <sup>th</sup> , 2022.			
<b>Adjournment</b>	The meeting was adjourned at 10:53AM.			
<b>Chair</b>	Pamela Cartwright	Recorded By: Jesse Hambrick		