



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
MARCH 09, 2023 – 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		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		
X	Bridge Health- Heather Ramsey		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		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: Lee Pavlik, Rita Wright-King, Ricardo Pena, Sandra Myers, Cindy Levi, Dena Payne, Angela Holt, Eddie Williams, Denise Forbes					
DISTRIBUTION: 03/09/2023 Agenda; 02/09/2023 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call To Order	Chair Pamela Cartwright called the meeting to order at 10:04AM.			
Approval of Agenda	A motion to approve the 03/09/2023 Agenda was made by Terry Richards and seconded by Fabio van der Merwe. Motion carried without dissent.			
Approval of Minutes	A motion to approve the 02/09/2023 minutes was made by Matthew Almeida and seconded by Patricia Donaldson. Motion carried without dissent.			
Focus Group Report Outs/Action Items	<p>-HR/Compliance- Laura Fullard reported the group continues to discuss the transition from Gemalto to Fieldprint and the Dept. of Labor changing the threshold for overtime.</p> <p>- IT- Fabio van der Merwe reported the group is still reviewing the IT Department survey. Fabio indicated the survey determined the majority of the network’s IT Departments do not have a standard budget. Members discussed the idea of comparing the network’s IT Department expenses and the benefits of creating an IT Department budget template in</p>	<ul style="list-style-type: none"> Create Phase II of the IT Department survey to determine and compare each CSB’s IT Department expenses. 	<ul style="list-style-type: none"> IT Focus Group 	

	<p>addition to distinguishing the difference in fixed and non-fixed costs.</p> <p>- CFO- Lee Pavlik reported the group last met during a hybrid meeting on 02/17/2023 and the group discussed the following topics:</p> <ul style="list-style-type: none"> • Employee Retention Tax Credit- Aspire is working with a consulting company to determine if they qualify. Anyone interested can reach out to Lee Pavlik for more information. • CCBHC • HHS Phase 4 Reporting • Peach State Reserves Retirement Plan <p>The next meeting is scheduled for Friday, March 17, 2023.</p> <p>- Rev Cycle- Robyn Garrett reported the March 2nd meeting was cancelled due to the Executive Office being called to the Capitol. Committee members discussed the following topics:</p> <ul style="list-style-type: none"> • Contracting with private commercial insurance providers and the relation to CCBHC requirements. • CSU Authorizations not transmitting over from GAMMIS 	<ul style="list-style-type: none"> • The group agreed to have further conversions about contracting with private commercial insurance providers as it relates to CCBHC 	<ul style="list-style-type: none"> • Robyn Garrett 	<ul style="list-style-type: none"> • 04/13/2023
<p>Strategic Plan Initiatives Update</p>	<p>Regional Training Update- Robyn Garrett will present a draft layout of the AMSR Regional Training pilot program for the Education & Individual Advocacy Committee to review on March 20, 2023. Gateway is hosting a MindSet Instructor Certification and Recertification Training in Savannah, GA April 24-27, 2023 and has invited all CSBs to attend if interested.</p>			
<p>State-wide Policy Initiatives</p>	<p>DBHDD I/DD Rate Study & Behavioral Health Rate Study- No updates at this time.</p> <p>CCBHC Updates- Robyn Garrett reported that it is anticipated that SAMSHA will announce the State Planning Grant awardees on March 15, 2023.</p> <p>Legislative Update- Robyn Garrett reported the Executive Office continues to monitor the language in HB520, specifically the portion relating to LPCs,</p>			

	LMFTs, and CPS professionals in FQHCs being able to bill Medicaid. Other- Robyn Garrett reported the Executive Office has been in conversations with DBHDD about concerns with the new jail referral to BHCC/CSU policy (01-324). Robyn also advised members that a letter was sent to DCH Commissioner, Caylee Noggle, DBHDD Commissioner, Kevin Tanner, and OHSC Director, Grant Thomas regarding concerns on the limited list of long acting injectables and other classes of medications in the OHSC report on a Unified Formulary.			
Small Group Training Workbook Update	Pam Cartwright reported the small group is still reviewing the workbook.			
Other	None.			
Next Meeting	The next committee meeting will be April 13, 2023, at 10:00AM			
Adjournment	A motion to adjourn was made by Fabio van der Merwe and seconded by all committee members. Motion carried without opposition and the meeting was adjourned at 11:03AM.			
Chair	Pamela Cartwright	Recorded By: Renee Millians		