



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
JULY 13, 2023 – 10:00AM
VIRTUAL MEETING MINUTES**



MEMBERSHIP ATTENDANCE: X - Denotes Attendance					
X	Chair- Pam Cartwright- Legacy	X	Highland Rivers- Dena Payne	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	X	New Horizons- Susan Gallagher		
	Bridge Health- Patrick McBride		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 – Ivy Wright	X	Serenity- Stephen Martell		
	Gateway – Heather Ott	X	Unison- Laura Fullard		
X	Georgia Pines- Ricardo Pena	X	View Point Health- Jennifer Speights		
GUESTS: Cindy Levi, Heather Ramsey, Tim Hampton, Lee Pavlik, Rita Wright-King, Sandra Myers, Denise Forbes					
DISTRIBUTION: 07/13/2023 Agenda; 04/13/2023 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call To Order	Chair Pamela Cartwright called the meeting to order at 10:05AM.			
Approval of Agenda	A motion to approve the 07/13/2023 agenda was made by Dena Payne. Motion was seconded by Terry Richards and carried without opposition.			
Approval of Minutes	A motion to approve the 04/13/2023 minutes was made by Matthew Almeida. Motion was seconded by Jennifer Speights and carried without opposition.			
Member Orientation/Committee Overview	Jesse Hambrick used a slide deck to present the committee overview and FY24 appointed voting members. Jesse Hambrick asked attendees to type their name and organization in the Zoom chat box.			
Focus Group Report Outs/Action Items	<p>-HR/Compliance- Laura Fullard reported the group discussed the following topics:</p> <ul style="list-style-type: none"> Nurse Practitioner Protocol Delays Managed Care Credentialing 	<ul style="list-style-type: none"> Determine the elements and structure for the HR Department survey 	<ul style="list-style-type: none"> HR/Compliance Focus Group 	<ul style="list-style-type: none"> 08/10/2023

	<p>Laura Fullard made a motion to have the Executive Office assist with building a survey for the HR/Compliance Directors to collect data on the structure of each organization's HR Department. Motion was seconded by Dena Payne and carried without opposition. Laura Fullard reported that the next focus group meeting will be held in person on August 10 at River Edge Behavioral Health in Macon, GA.</p> <p>- IT- No updates at this time.</p> <p>- CFO- Lee Pavlik reported the group discussed the following topics:</p> <ul style="list-style-type: none"> • Dr. Thomas joined the meeting to discuss the financial survey • Recruiting for Senior level accounting positions • CCBHC • DBHDD Annual KPIs <p>Lee Pavlik stated the group would discuss the option of creating a survey around the structure of each agency's accounting department at the next CFO Focus Group meeting.</p> <p>- Rev Cycle- Robyn Garrett reported the group met on July 6, 2023, and discussed the DBHDD Post PHE Policies. Robyn Garrett shared the following spreadsheet on screen for members to review and provided a copy for download in the chat box:</p> <ul style="list-style-type: none"> • DBHDD Post PHE Telemedicine vs Telephonic Summary Grid for CSBs 			
<p>Strategic Plan Initiatives Update</p>	<p>Regional Training Update- No update at this time.</p> <p>Comprehensive Training Workbook Project- Robyn Garrett reported that Dr. Mark Johnson is participating in a workgroup with Commissioner Tanner, Dr. Brenda Fitzgerald, select psychiatrists and ER docs to pull data and help address workforce issues.</p>			

	The next step is reviewing the workbook to see if we can attach true costs to the different training requirements.			
State-wide Policy Initiatives	<p>FY24 Cost of Living Adjustment (COLA)-No updates or questions at this time.</p> <p>Behavioral Health Rate Study- Robyn Garrett reported that the Executive Office submitted public comments in June.</p> <p>CCBHC Updates- Robyn Garrett reported that Sarepta Archilla presented on the CCBHC Planning Grant to the Board of Directors on July 12, 2023.</p> <p>DBHDD Post-PHE- See Rev Cycle Focus Group update.</p> <p>Workforce- Robyn Garrett reported continued discussions and meetings with DBHDD pertaining to workforce development.</p> <p>Other- None.</p>	<ul style="list-style-type: none"> • Upload Presentation to the CCBHC section tab of the GACSB website 	<ul style="list-style-type: none"> • Renee Millians 	<ul style="list-style-type: none"> • 07/13/2023
Other	None.			
Next Meeting	The next committee meeting will be August 10, 2023, at 10:00AM			
Adjournment	The meeting was adjourned at 10:47AM.			
Chair	Pamela Cartwright	Recorded By: Renee Millians		