



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
DECEMBER 08, 2022 – 10:00AM
VIRTUAL MEETING MINUTES**



MEMBERSHIP ATTENDANCE: X - Denotes Attendance					
X	Chair- Pam Cartwright- Legacy	X	Highland Rivers- Melanie Dallas	X	GACSB- Robyn Garrett
X	Vice Chair- Fabio Van De Merwe-DeKalb	X	Legacy – Paivi Parssinen	X	GACSB- Jesse Hambrick
	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-Rick Solmon		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 - 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: Dena Payne, Dr. Lee Adams, RJ Hurn, Rita Wright-King, Dawn Arnette, Laurie Hair, Sue Davis, Dennis Addison Jr., Lee Pavlik, David Crews, J. Cheatham					
DISTRIBUTION: 12/08/2022 Agenda; 10/13/2022 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 12/08/2022 Agenda was made by Matthew Almeida and seconded by Terry Richards. Motion carried without dissent.			
Approval of Minutes	A motion to approve the 10/13/2022 minutes was made by Matthew Almeida and seconded by Laura Fullard. Motion carried without dissent.			
Focus Group Report Outs/Action Items	<p>-HR/Compliance- Laura Fullard reported the group met this morning at 9AM and discussed the following topics:</p> <ul style="list-style-type: none"> • The Gemalto to Field Print change for fingerprint companies • PeopleSoft transitioning to NextGen • Organizational Climate Survey update request made to Dr. Thomas. • GACSB Staffing Survey <p>During the report, Chair, Pam cartwright, asked members if anyone was still experiencing delays in</p>			

	<p>receiving criminal background checks. Laura Fullard suggested to the group they submit the Registration form, Acknowledgement, and Cover Letter to potentially avoid any delays. Robyn Garrett advised members that she would reach out to the department if any of the agencies continue to experience delays. During the report, Jesse Hambrick advised that the HR/Compliance Focus group would receive a new calendar invitation from Renee Millians.</p> <p>- IT- Fabio van der Merwe and Dennis Addison Jr. reported the group discussed the following topics:</p> <ul style="list-style-type: none"> • The IT Department Survey • IT Department budgets • IT Department responsibilities <p>- CFO- Lee Pavlik reported the group discussed the following topics:</p> <ul style="list-style-type: none"> • DBHDD contracts and response delays • Employee Retention Tax Credit and if CSBs qualify • CCBHC Costing • Vendor Connect DBHDD quarterly reports • FY22 financial audits • Quarterly in-person meetings beginning January 2023 <p>During the report, Robyn Garrett informed members that Chris Hamilton is the new CFO for DBHDD following the retirement of Mary Price.</p> <p>- Rev Cycle- Robyn Garrett reported the group met on 12/01/2022 and discussed the following topics:</p> <ul style="list-style-type: none"> • On-going CMO challenges • 5% I/DD Rate Increase • Issues with Beacon’s platform which is delaying files. <p>Robyn advised the group that during the CEO Weekly Touchpoint meeting on 12/15/2022, Strategic Healthcare Partners will present on the responses and information collected from the RFI released to managed care companies.</p>			
<p>Strategic Plan Initiatives Update</p>	<p>Required Training Workbook- Chair, Pam Cartwright reported that a small group met on</p>			

	12/5/2022 to begin reviewing the training workbook created by Dana Glass. The group will continue to meet and review the workbook before presenting to the full committee.			
State-Wide Policy Initiatives	<p>DBHDD Behavioral Health Rate Study- Robyn Garrett reminded the group of the meeting tomorrow, December 9th at 2PM and encouraged members to register and attend. Pam Cartwright provided the registration link to this meeting in the chat box.</p> <p>Transition from Gemalto to Field Print- Robyn Garrett reported reaching out to DBHDD for continued updates about the transition.</p> <p>New Commissioner of DBHDD eff. 12/16/22- Robyn Garrett reported the Governor has appointed Kevin Tanner as Commissioner, effective 12/16/22. The DBHDD December Board meeting was rescheduled to 12/16/22 from 10am-10:30am.</p>			
Next Meeting	The next committee meeting will be January 12 th , 2023 at 10:00AM			
Adjournment	The meeting was adjourned at 10:38AM.			
Chair	Pamela Cartwright	Recorded By: Renee Millians		