



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
ADMINISTRATIVE OPERATIONS COMMITTEE
DECEMBER 14, 2023 – 10:00AM
VIRTUAL MEETING MINUTES**



MEMBERSHIP ATTENDANCE: X - Denotes Attendance					
X	Chair- Pam Cartwright- Legacy		Highland Rivers- Dena Payne	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		Middle Flint- Matthew Almeida		GACSB- Dr. Glyn Thomas
X	Avita- Cindy Levi (Proxy)		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		Serenity- John Moore		
	Gateway – Heather Ott	X	Unison- Laura Fullard		
	Georgia Pines- Ricardo Pena	X	View Point Health- Jennifer Speights		
GUESTS: Erica Stokes, Lee Pavlik, Cass Hatcher, Heather Ramsey, June DiPolito, Rita Wright-King					
DISTRIBUTION: 12/14/2023 Agenda; 11/09/2023 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call To Order	Chair Pamela Cartwright called the meeting to order at 10:05AM. A quorum was not established, therefore the meeting moved forward as informational only.			
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"> • Marcy Crews, Legacy, gave a presentation • FLSA Exemption Review • Organizational Climate Surveys • CCBHC • Cultural Awareness <p>- IT- Fabio van der Merwe reported the group met in person on 12/08/23 and discussed topics such as different printing solutions and cyber security.</p> <p>- CFO- Lee Pavlik reported the group discussed the following topics:</p> <ul style="list-style-type: none"> • CCBHC Costing Study • DBHDD contracts 	<ul style="list-style-type: none"> • Have a discussion with CEOs about finding alternate CPA firms 	<ul style="list-style-type: none"> • Executive Office 	<ul style="list-style-type: none"> • 01/11/2024

	<ul style="list-style-type: none"> Financial audits and finding other CPA firms for the network <p>- Rev Cycle- Robyn Garrett reported the group has been focusing on Provider Revalidations and issues with Medicaid payors.</p>			
<p>Strategic Plan Initiatives Update</p>	<p>Treat First Subcommittee- Robyn Garrett reported the group will meet again on 12/19/23 to discuss inviting several Compliance Directors to a meeting in January. Robyn also reported having a meeting with Michael Foust of The Guidance Center of Lea County.</p> <p>Regional Training Update- Robyn Garrett reported recent discussions with DBHDD and MTM regarding regional training during the CCBHC Learning Collaborative meeting on 12/7/23. Robyn reported the Executive Office will start working on revamping the project and scheduling a meeting with the original small group.</p> <p>CCBHC Visionary Proposal- Robyn Garrett reported the GACSB Board of Directors approved the proposal from Bowling Business Strategies, and she will be meeting with Bowling and Kristin Woodlock on 12/19/23 to start working.</p> <p>Bed Capacity Data Initiative- Robyn Garrett reported that she and Dr. Glyn Thomas will be meeting on 12/19/23 to discuss the data collected.</p>	<ul style="list-style-type: none"> Send a Doodle Poll to small group and schedule meeting to discuss next steps 	<ul style="list-style-type: none"> Executive Office 	<ul style="list-style-type: none"> 01/11/2024
<p>State-wide Policy Initiatives</p>	<p>CCBHC Updates- June DiPolito spoke towards the focus on the elements of the CCBHC Needs Assessment. Robyn reported having discussion with Sarepta about the need for on-going training as it relates to the CCBHC Needs Assessment.</p> <p>Medicaid Redeterminations- Robyn Garrett encouraged members to continue</p>	<ul style="list-style-type: none"> Reach out to Sarepta about MOUs with BHL and the need for CSBs to have documentation showing the DBHDD contracted interpreters are certified 	<ul style="list-style-type: none"> Robyn Garrett 	<ul style="list-style-type: none"> 01/11/2024

	<p>working with individuals to renew their benefits.</p> <p>Provider Medicaid Revalidations- See Rev Cycle Focus Group report out for information.</p> <p>DBHDD Updates- No updates at this time.</p> <p>BHRIC Updates- Robyn Garrett reported there was a full commission meeting on 12/04/23 and the Executive Office is working on a communication to send out to members which includes a summary of the recommendations.</p> <p>Other- None.</p>			
2024 Annual Leadership Conference	<p>Robyn Garrett asked members to decide if they would like to meet in person at the 2024 Leadership Conference. Fabio van der Merwe inquired about incorporating the committee/focus groups into the sessions at the next conference.</p>	<ul style="list-style-type: none"> • Add the idea of incorporating committee/focus group meetings into sessions on the Education & Individual Advocacy Committee agenda. 	<ul style="list-style-type: none"> • Executive Office 	<ul style="list-style-type: none"> • 12/19/23
Other	None.			
Next Meeting	The next committee meeting will be January 11, 2024, at 10:00AM			
Adjournment	The meeting was adjourned at 10:47AM.			
Chair	Pamela Cartwright	Recorded By: Renee Millians		