



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
DATA ANALYTICS COMMITTEE
JULY 18, 2023
VIRTUAL MEETING MINUTES**



X = present					
X	Chair- Tammy Conlin - Advantage	X	Legacy – William Huling	X	GACSB- Robyn Garrett
	Vice Chair- Angela Holt – Middle Flint		Bridge Health – Kelly O’Bryant		GACSB- Jesse Hambrick
X	Advantage – Laura Alexander for Tom Hoover	X	McIntosh Trail- Brent Eberspacher		GACSB- Renee Millians
X	Aspire – Lee Pavlik		Middle Flint- Laurie Hair	X	GACSB- Glyn Thomas
X	Avita- Anne Campbell	X	New Horizons- Sherry Raya		
X	Clayton Center –Barbara June		Oconee- Michael Blackshear		
X	CSB of Middle Georgia- Chadwin Hutcheson		Pathways- Jade Benefield		
X	Chatele’ Chester		Pineland- Dawn Arnette		
	Douglas County – Patricia Henry	X	River Edge- Christy Hallman		
	Gateway – Stacy Morgan	X	Serenity- Michelle Broadwater		
	Georgia Pines- Dennis Addison	X	Unison- Shonda Miller		
X	Highland Rivers- Ariel Valencia for Jared Marlin	X	View Point Health- Gillian Mitchell		
GUESTS: Shirain Banner, Jordy Barwick, Reid Denson, Whitney Eddins, Susan Gallagher, Bryan Hoffman, John Milne, Garrett Myers, Eric Naughton, Randall Newberry, Dena Payne, Ricardo Pena, Terry Richards, Stephen Smith, Trina Wheeler, Jason Wilkerson.					
Distribution: Agenda 07-18-2023, Minutes 06-20-2023, Questions for DBHDD regarding CCBHCs and PPS in Georgia, CSU client survey benchmarks and sample sizes.					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call to Order	Tammy Conlin, Committee Chair, called the meeting to order at 1.04 pm.			
Roll Call	The meeting was Quorate with 14 voting members and 16 guests present.			
Approval of Agenda	Lee Pavlik proposed that the agenda be approved as presented. Sherry Raya seconded. Motion carried.			
Approval of Minutes	Barbara June proposed that the minutes of the Committee meeting held on June 20 th , 2023, be approved as presented. Anne Campbell seconded. Motion carried.			
MTM Costing study and SPQM based pilot–update	Anne Campbell provided updates on the pilot work at Avita, comparing transaction-based cost data from SPQM with their internal costing reports. Randy Love has scheduled a meeting with them to review the validation on Aug 1 st .	Continue to monitor progress on the pilot, and report back to the Committee.	Glyn Thomas	August 15 th , 2023

MHSIP Client Surveys – benchmark calculation date	Glyn Thomas reported that the reprogrammed MHSIP and YSS-F surveys were now continuously open for response submissions year-round. He encouraged CSBs to start gathering survey responses for FY 24. He invited the Committee to consider at what point in the year they would like the annual benchmark calculation to take place – currently after the end of April. Committee members were generally in favor of moving the benchmark calculation date to the end of June, but decided to wait to see what the soon to be issued PMR+ would require in the way of client surveys.	Defer final decision on benchmark calculation date till DBHDD provides an updated PMR+	Glyn Thomas	August 15 th , 2023
Q4 FY 23 Financial Report	Glyn Thomas reminded the Committee that these reports are due to DBHDD by July 25 th , and that CFOs should send him copies of these reports on an Excel Template. These Q4 data are especially important because they replace some of the metrics previously collected via the Annual Financial Benchmarking Survey.	Remind CFOs to send copies of the Q4 Financial data to Glyn Thomas	Glyn Thomas	July 25 th , 2023
Biennial Executive Compensation survey	Glyn Thomas reported that he had sent out to CEOs and HR Directors the template for the biennial executive compensation survey. Several CSBs had already responded. The deadline for submission of completed templates was July 31 st , 2023.	Send out reminder email with the template to HR Directors.	Glyn Thomas	July 25 th , 2023
CSU-BHCC Client Survey FY 23	Glyn Thomas reported that he had calculated the question benchmarks and sent each participating CSB reports of their scores and comparisons with the benchmarks. He invited Shonda Miller (COO Unison) to present on the way they give their clients the survey to complete at discharge, incorporate the monthly scores into their CQI process, and then submit a response file for the entire year to GACSB to be included in the annual benchmark calculations. This arrangement requires that a CSB house the questionnaire on their own Survey Monkey account and use the exact same questions and question order as the GACSB CSU-BHCC client survey. Any additional agency specific questions can be added to the end of the questionnaire.	CSBs encouraged to consider adopting this arrangement. Send out a copy of the CSU-BHCC client survey questions for both Adult and C&A programs	Everyone Glyn Thomas	July 25 th , 2023
Report of Sarepta Archila’s CCBHC presentation to the GACSB Board on July 12th, 2023	Robyn presented the slide deck and gave the Committee a summary of the main points of the presentation which focused on the DBHDD’s implementation of their recent SAMHSA CCBHC Planning Grant.	A recording of Sarepta’s presentation and a copy of the slide deck are available in the Members Only section of the GACSB website		

Data Analytics for CCBHC readiness – standing agenda item	Glyn Thomas presented a draft list of questions about details of DBHDD plans for CCBHCs in Georgia that CSBs had submitted to him. The Committee reviewed the questions and did not seek to make any changes.	Submit the draft to the Committee Leadership meeting on July 19 th to see if they have any changes they would like to make before GACSB forwards the questions to Sarepta Archila at DBHDD.	Robyn Garrett	July 19 th , 2023
GACSB SPQM user Group	Glyn Thomas reported that the next GACSB SPQM User Group / Work Session was scheduled for Tuesday August 1 st , 2023, and called for suggestions for topics. There was interest in asking Randy Love for a report which would provide the percentage of newly enrolled clients who received 3 or more services in their first month. (It appears that this metric may be useful in predicting continuing engagement in treatment).	Glyn to ask Randy love if he could offer a report to directly provide data on this metric, and if not he would explore currently available SPQM reports to collect proxies for the measure	Glyn Thomas,	July 25 th , 2023
Next Meeting	August 15 th , 2023, at 1.00 pm			
Adjournment	The meeting adjourned at 1.52 pm			