



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
DATA ANALYTICS COMMITTEE
JUNE 20, 2023
VIRTUAL MEETING MINUTES**



X = present					
X	Chair- Tammy Conlin - Advantage		Legacy – William Huling		GACSB- Robyn Garrett
X	Vice Chair- Angela Holt – Middle Flint		Bridge Health – Kelly O’Bryant		GACSB- Jesse Hambrick
X	Advantage - Tom Hoover		McIntosh Trail- Brent Eberspacher		GACSB- Renee Millians
X	Aspire – Lee Pavlik	X	Middle Flint- Amelia Vick	X	GACSB- Glyn Thomas
X	Avita- Anne Campbell	X	New Horizons- Sherry Raya		
X	Clayton Center – Dr Adams for Barbara June	X	Oconee- Michael Blackshear		
X	CSB of Middle Georgia- Chadwin Hutcheson		Pathways- Jade Benefield		
X	DeKalb- Fabio van der Merwe for Chatele’ Chester		Pineland- Dawn Arnette		
	Douglas County – Patricia Henry	X	River Edge- Christy Hallman		
	Gateway – Stacy Morgan		Serenity- Michelle Broadwater		
X	Georgia Pines- Dennis Addison	X	Unison- Tiffany Henderson for Shonda Miller		
X	Highland Rivers- Jared Marlin	X	View Point Health- Gillian Mitchell		
GUESTS: Laura Alexander, Shirain Banner, Tod Deal, Reid Denson, Whitney Eddins, Danielle Harris, Bryan Hoffman, Garrett Myers, Randall Newberry, Cyndy Pattillo, Paivi Parssinen, Terry Richards, Stephen Smith, Ariel Valencia.					
Distribution: Agenda 06-20-2023, Minutes 05-16-2023, SOP for MHSIP and YSS-F surveys in FY 24, FY 23 Q3 Finances reports, CFO recommendations for FY23 Annual Finances Survey, Template for Biennial Exec Compensation Survey.					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome/Call to Order	Tammy Conlin, Committee Chair, called the meeting to order at 1.06 pm.			
Roll Call	The meeting was Quorate with 14 voting members and 14 guests present.			
Approval of Agenda	Tom Hoover proposed that the agenda be approved as presented. Fabio van der Merwe seconded. Motion carried.			
Approval of Minutes	Sherry Raya proposed that the minutes of the Committee meeting held on May 16, 2023, be approved as presented. Gillian Mitchell seconded. Motion carried.			
MTM Costing study and SPQM based pilot–update	Glyn Thomas reported that Randy Love (MTM) had provided updates to the GACSB SPQM User Group on June 6 th and at the Quarterly MTM Consultation on June 16 th . There had been further progress on the development of the SPQM-based costing pilot, but the Metadata Table was still to be finalized. Anne Campbell also provided	Continue to monitor progress on the pilot, and report back to the Committee.	Glyn Thomas	July 18 th , 2023

	updates on the pilot work comparing transaction-based data from SPQM with the claims paid report out of their Carelogic EMR. Anne also reported that Randy was still working on the Web Portal for entering staff salary and overhead data.			
MHSIP collaboration with DBHDD	Glyn Thomas reported that he had reprogrammed the MHSIP and YSS-F surveys with the additional questions for state block grant reporting. He had reopened the surveys and encouraged CSBs to start gathering survey responses for FY 24. CSBs who would like a paper version of the questionnaires (to give to clients to complete) should email him. Glyn Thomas also indicated that the validity of the survey would be enhanced with larger sample sizes. He recommended that CSBs survey 10% of their clients who have been in services for one month or more. He reported that he had calculated target sample sizes for each CSB based on those recommendations using FY 22 unduplicated client count data from SPQM and the Annual Financial Survey (adjusting out totals who received only CSU BHCC services). The Committee asked that he send out a list of sample targets to the Analytics Listserv.	Send out a list of sample size targets to the Analytics Listserv	Glyn Thomas	asap
FY 23 Q3 Financial Report	Glyn Thomas presented the Q3 Financial data reports which indicated that half the CSBs were making an operating margin and the other half were making no margin or making a loss. He had also reported these findings to the GACSB Board of Directors on June 14 th .			
FY 22 Annual Survey Extra – service penetration	Glyn Thomas reported that he had used FY 22 Annual Survey and SPQM data to estimate the service penetration of Georgia’s CSBs. He reported that >90% of clients served by CSBs in FY 22 were either uninsured or Medicaid recipients. He also reported that in FY 22 CSBs served 18% of that uninsured / Medicaid population who might be expected to need BH services based on prevalence data. Fabio van der Merwe commented that simple service penetration rates overlooked the acuity of BH clients served by a CSB.			
FY 2023 Annual Finances Survey	Glyn Thomas presented recommendations from the CFO Interest Group for eliminating redundant data fields and clarifying operational definitions for the FY 23 Annual Financials Survey. Tom Hoover proposed that the CFO	Prepare a new annual financial survey template to reflect the CFO Group’s recommendations.	Glyn Thomas	July 18 th , 2023

	recommendations be approved as presented. Fabio van der Merwe seconded and the motion carried.			
Biennial Executive Compensation survey	Glyn Thomas reported that it was time to conduct an executive compensation survey, and he presented the template for data submission that had been used previously. The Committee agreed to adopt that template unchanged, and that the survey should be opened in July (as in previous cycles).	Send out the template to HR Directors and CEOs early in July	Glyn Thomas	July 11 th , 2023
Data Analytics for CCBHC readiness – standing agenda item	Members had submitted questions to MTM concerning costing methods, coat pools and trigger serviced. Our MTM consultants had suggested that GACSB could appropriately put these questions direct to DBHDD.	Draft a list of CCBHC questions to put to DBHDD, and circulate draft to Analytics List serv for comments and suggestions.	Glyn Thomas	June 27 th , 2023
Work Sessions on GACSB SPQM	Glyn Thomas reported that the next GACSB SPQM User Group / Work Session would need to be rescheduled from July 4 th or cancelled. Possible topics for the next User Group meeting could either focus on client tenure reports or be devoted to training new SPQM users.	Reschedule the July User Group session to July 11 th (at 1.00 pm) and advertise the session as a training for new users.	Glyn Thomas,	June 23 rd , 2023
Next Meeting	July 18 th , 2023, at 1.00 pm			
Adjournment	The meeting adjourned at 1.53 pm			