



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS
EDUCATION & INDIVIDUAL ADVOCACY COMMITTEE
DECEMBER 19, 2023
VIRTUAL MEETING MINUTES**



MEMBERSHIP ATTENDANCE: X - Denotes Attendance					
X	Chair- Dana Glass - Aspire		Legacy- Pam Cartwright		
	Vice Chair- Vacant	X	Pineland- June DiPolito		
X	Advantage- Tammy Conlin	X	Unison- Tiffany Henderson		
	Advantage- David Kidd	X	GACSB- Robyn Garrett		
	Aspire- Judge Joe Bishop	X	GACSB- Jesse Hambrick		
	Gateway- Dr. Mark Johnson	X	GACSB- Renee Millians		
	Gateway- Dr. Lee Hyer		GACSB- Dr. Glyn Thomas		
X	Gateway- Phylicia Anderson				
X	Highland Rivers- Leland Johnson				
GUESTS:					
DISTRIBUTION: Education & Individual Advocacy 12/19/2023 Agenda, Education & Individual Advocacy 11/27/2023 Minutes					

Agenda Items	Discussion	Action/Resolution	Responsibility	Due Date
Welcome and Call to Order	Dana Glass called the virtual committee meeting to order at 3:06PM.			
Approval of Agenda	A motion to approve the 12/19/23 agenda was made by Lee Johnson and seconded by June DiPolito. Motion carried without opposition.			
Approval of Minutes	A motion to approve the 11/27/23 minutes was made by Lee Johnson and seconded by Phylicia Anderson. Motion carried without opposition.			
Committee Membership	<p>Welcome New Member- Dana Glass welcomed Unison CEO, Tiffany Henderson, as a voting member and thanked her for her commitment to serve.</p> <p>Vice Chair Position Vacancy- Dana Glass reported the Committee's Vice Chair position needs to be filled. The Executive Office will release a nomination announcement after the beginning of the year for a person with lived experience or whom has a CPS certification to fill the position of Vice Chair.</p>	<ul style="list-style-type: none"> Release a nomination announcement across the network for Vice Chair position 	<ul style="list-style-type: none"> Executive Office 	<ul style="list-style-type: none"> 01/16/2024
2023 Annual Leadership Conference Planning	Budget reconciliation- Renee Millians reported the Executive Office is still in the process of the budget reconciliation for the conference and should			

	<p>have more information at the next committee meeting.</p> <p>Attendee Evaluations- Robyn Garrett shared the 2023 Leadership Conference Attendee Evaluation Mean Scores on screen for members to review and discuss. Robyn reported the Executive Office will work with the committee to brainstorm and research best practices for additional ways to collect responses to attendee evaluations. Dana Glass suggested using a QR code that's available to attendees following each session. Phylicia Anderson suggested maybe putting a print out under each lodging room door on the last night.</p> <p>Other- None.</p>	Send the comments from the attendee evaluations to the Committee.	Executive Office	1/16/2024.
Vivitrol Learning Collaborative Update	Robyn Garrett shared the final Vivitrol Learning Collaborative Session Calendar on screen for members to review. Robyn reported that presentation topics have been confirmed and the bi-monthly meetings will begin on January 16, 2024.			
Regional Training Project Update	Members discussed the options for next steps in coordinating regional training opportunities across the network and determining the strengths of each region. Members discussed the possibility of creating a training calendar or virtual training library on the GACSB website for the agencies to use. Robyn suggested the creation of a grid to send to CSBs to complete to gather information about capacity of certified trainers per Region and scheduling regional meetings with CEOs and HR Directors.	Create a grid to gather information re. capacity of certified trainers across the regions. Post collection, schedule regional meetings with CEOs and HR Directors	Executive Office	January/February 2024
Spring Fling	<p>Planning Committee- The Executive Office will schedule a meeting the first week in January and then forward calendar invite to CEOs requesting they invite members of their teams specifically involved in I/DD services to be part of the Spring Fling Planning Committee.</p> <p>Date Options- Members agreed to have the event on April 28-30, 2024.</p> <p>Venue Options- Robyn Garrett shared a venue comparison breakdown on screen for members to</p>	<ul style="list-style-type: none"> Schedule a Planning Committee meeting and forward the calendar invite to CEOs, requesting they designate members of their teams to join and attend the meeting. Designate members of your team for the Spring Fling Planning Committee. 	<ul style="list-style-type: none"> Executive Office Committee Members 	<ul style="list-style-type: none"> 12/22/2023 01/05/2024

	review and discuss. The group discussed the options of having the event at Lake Junaluska (out of state) or Epworth by the Sea. Members agreed to discuss the option of going out of state with their Compliance department and then have additional conversations at the planning committee meeting.			
Other	None.			
Next Meeting	The next virtual meeting will fall on Martin Luther King Day, so members agreed to reschedule the meeting for January 16, 2024, at 3PM.	<ul style="list-style-type: none"> • Send updated calendar invite to members 	<ul style="list-style-type: none"> • Jesse Hambrick 	<ul style="list-style-type: none"> • 12/19/2023
Adjournment	The meeting was adjourned at 4:00PM.			
Chair	Dana Glass	Recorded By: Renee Millians		