

Attendees

Voting Members

Ms. Chantel Adams, Acting Chair

Mr. Bill Fann, Vice Chair

Mr. Chris Mosley, Treasurer

Mr. Larry Maxey, Board Member

Mr. Michael McElveen, Board Member

Mr. Leland Johnson, Board Member

Mr. Steve Grimsley, Board Member

Others Present:

Ms. Melanie Dallas, Chief Executive Officer

Mr. James Catanzaro Jr., Legal Counsel

Ms. Stephanie Collum, Chief Compliance Officer

Mr. Jerry Koester, Chief Financial Officer

Ms. Melissa Stone, Executive Secretary

I. Call to Order

Action: Acting Chair Chantel Adams called the meeting to order at 10:05 a.m.

II. Oath of Office - Mr. Michael McElveen

Action: Executive Secretary Melissa Stone, Notary Public, administered the oath of office for Mr. Michael McElveen, Floyd County representative. The members welcomed Mr. McElveen to the Governing Board.

III. Approval of Agenda

Action: The agenda was approved as presented upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Leland Johnson.

IV. Approval of December 11, 2019, Minutes

Action: The minutes were approved as presented upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Leland Johnson.

V. Approval of December 19, 2019, Minutes

Action: The minutes were approved as presented upon unanimous vote of motion by Mr. Larry Maxey and second by Mr. Steve Grimsley.

VI. Approval of January 13, 2020, Minutes

Action: The minutes were approved as presented upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Larry Maxey.

VII. Executive Session

Action: Upon unanimous vote of motion by Mr. Leland Johnson and second by Mr. Larry Maxey, the Governing Board went into Executive Session to discuss or deliberate on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee, to consult with Legal Counsel regarding pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions, and to authorize negotiations to purchase, dispose of, or lease property.

VIII. Reconvention of Regular Session

Action: Upon unanimous vote of motion by Vice Chair Bill Fann and second by Treasurer Chris Mosley, Mr. Allen Wigington was removed from the Executive Committee as the Board Chair and Ms. Chantel Adams was appointed as the Acting Board Chair.

IX. Approval of Bylaws Revision

Acting Chair Chantel Adams informed the members that the bylaws had been revised to reflect the new corporate office address for Highland Rivers Health. The effective date had also been changed to reflect the revision date.

Action: The revised bylaws were approved as presented upon unanimous vote of motion by Mr. Leland Johnson and second by Treasurer Chris Mosley.

X. Approval of Board Resolution - Contracts

Acting Chair Chantel Adams informed the members that the Georgia Vocational Rehabilitation Agency (GVRA) required that the contracts resolution authorizing Chief Executive Officer Melanie Dallas to sign for contracts include their agency by name. The revised resolution met the requirements for GVRA.

Action: The revised resolution was approved as presented upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Michael McElveen.

XI. Ratification of FY20 Suicide Prevention Services Contract #44100-906-0000140184

Action: The FY20 Suicide Prevention Services Contract #44100-906-0000140184 was approved upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Steve Grimsley.

XII. Ratification of FY20 Medication Assisted Treatment Contract #44100-906-0000128185 - Amendment #01

Action: The FY20 Medication Assisted Treatment Contract #44100-906-0000128185 Amendment #01 was approved upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Leland Johnson.

XIII. Ratification of FY20 High Utilization Management Contract #44100-906-0000124445 - Amendment #02

Action: The FY20 High Utilization Management Contract #44100-906-0000124445 Amendment #02 was approved upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Michael McElveen.

XIV. Ratification of FY20 Behavioral Health Services Contract #44100-261-0262020103 - Amendment #02

Action: The FY20 Behavioral Health Services Contract #44100-261-0262020103 Amendment #02 was approved upon unanimous vote of motion by Mr. Leland Johnson and second by Mr. Steve Grimsley.

XV. Ratification of FY20 GA APEX Program Expansion Contract #44100-026-0000130687 - Renewal #01

Action: The FY20 GA APEX Program Expansion Contract #44100-026-0000130687 Renewal #01 was approved upon unanimous vote of motion by Mr. Leland Johnson and second by Vice Chair Bill Fann.

XVI. Ratification of FY20 Home for Recovery Project Contract #44100-906-0000118165 - Amendment #01

Action: The FY20 Home for Recovery Project Contract #44100-906-0000118165 Amendment #01 was approved upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Leland Johnson.

XVII. Ratification of Georgia Vocational Rehabilitation Customized Supported Employment Contract

Action: The Georgia Vocational Rehabilitation Customized Supported Employment contract was approved upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Leland Johnson.

XVIII. Ratification of Georgia Vocational Rehabilitation Traditional Supported Employment Contract

Action: The Georgia Vocational Rehabilitation Traditional Supported Employment contract was approved upon unanimous vote of motion by Mr. Leland Johnson and second by Mr. Steve Grimsley.

XIX. Ratification of Georgia Vocational Rehabilitation IPS Supported Employment Contract

Action: The Georgia Vocational Rehabilitation IPS Supported Employment contract was approved upon unanimous vote of motion by Vice Chair Bill Fann and second by Mr. Michael McElveen.

XX. Approval of FY20 Final Budget

Acting Chair Chantel Adams directed the members to the FY20 final budget in the packet. She stated that the Finance Committee did not have a quorum. However, the committee members who were present did discuss the budget. She stated that total revenue was expected to increase to \$53,314,600. This was \$2,504,796 over the previous year. The increase could be attributed to additional grant in aid for crisis services and additional

funding for the intellectual/developmental disabilities (IDD) waiver supplemental support services. The budget included all the actual contract numbers for those contracts that had been received to date. The total expenses were expected to be \$53,021,797. This was \$2,930,448 over the previous year. The total income was expected to be \$292,803 for FY20.

Action: The FY20 final budget was approved as presented upon unanimous vote of motion by Mr. Leland Johnson and second by Treasurer Chris Mosley.

XXI. Finance Committee Report

Acting Chair Chantel Adams directed the members to the balance sheet as of December 2019. The total current assets were \$5,048,458. The total liabilities were \$10,280,078. The fund balance was \$8,340,074. Cash on hand was negative 3.3 days. The agency had met the current ratio key performance indicator. December 2019 was not as good a month as previous months. There was a net loss of \$54,898. This could be attributed to an increase in no shows and staff vacation usage during the holidays. She reminded the members that Chief Financial Officer Jerry Koester had notified the members that November 2019 and December 2019 numbers would not be as good as previous months due to the holidays. It was expected that future months would be better.

Chief Executive Officer Melanie Dallas reminded the members that her contract was set to expire on May 19, 2020. Ms. Adams suggested that the Executive Committee review the contract and make a recommendation at the next meeting. The members agreed to the suggestion. Ms. Dallas asked that Executive Secretary Melissa Stone email the members of the Executive Committee a copy of the current contract for the review.

XXII. Compliance Committee Report

Vice Chair Bill Fann informed the members that there were no overdue policies or procedures. The Compliance Department had added a new Internal Auditor and had filled the vacant Infection Control Nurse position. The committee had discussed the results of the FY20 board self-assessment. It was proposed that the surveys be administered via Survey Monkey in the future. This would cut down on costs for paper and mailing. The system also allowed the user to run reports. This would cut down on manual entry and increase efficiency. The full board would need to approve the change.

Action: The use of Survey Monkey for future board self-assessment surveys was approved upon unanimous vote of motion by Mr. Steve Grimsley and second by Mr. Leland Johnson.

XXIII. GACSB Educational Exchange Report

Mr. Leland Johnson stated that he had attended the Georgia Association of Community Service Board (GACSB) educational exchange and wanted to share a few thoughts. The sessions he had attended had urged that Community Service Boards (CSBs) have an Executive Committee that could help with nominations for Officers, recruiting new board members, and strategic planning. One of the presenters of a seminar had discussed that members of the board should receive program updates also. Mr. Johnson stated that the more the members knew about Highland Rivers Health the better they would be able to answer questions from community stakeholders.

XXIV. Legislative Update

Chief Executive Officer Melanie Dallas informed the members that the handout in the packet was given out during legislator meetings. She stated that she had gone in depth with them about the analysis of the State Health Benefit Plan (SHBP) costs to Highland Rivers Health. She had pushed other Community Service Boards (CSBs) to also mention the challenges with SHBP costs in their meetings with their legislators. The CSBs were treated as a state agency for the benefits and paid 30.45% based on payroll each month. The calculation included any compensation received by staff members including overtime. CSBs did not receive dollar for dollar funding for the costs of the employer premiums. The CSBs had been trying to get a change in the rules for 10-15 years with no results. The Department of Behavioral Health and Developmental Disabilities (DBHDD) was also working with the legislators for CSBs to be considered as contractors under the rules. This would decrease the amount owed for employer premiums.

XXV. Recognition of Visitors

There were no visitors present at the meeting.

XXVI. Public Comment

There was no public comment.

XXVII. Adjournment

Action: The meeting was adjourned upon unanimous vote of motion by Mr. Leland Johnson and second by Treasurer Chris Mosley.



Chairperson

April 22, 2020

Date