



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS  
ADMINISTRATIVE OPERATIONS COMMITTEE  
APRIL 11, 2024 – 10:00AM  
VIRTUAL MEETING MINUTES**



<b>MEMBERSHIP ATTENDANCE: X - Denotes Attendance</b>					
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	X	GACSB- Renee Millians
	Advantage- Tammy Conlin		McIntosh Trail- Kenyatta Walker		GACSB- Dr. Glyn Thomas
X	Aspire- Dana Glass	X	Middle Flint- Matthew Almeida		
X	Avita- Cathy Ganter		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	X	Serenity- John Moore		
X	Gateway – Heather Ott	X	Unison- Laura Fullard		
X	Georgia Pines- Tim Hampton (Proxy)	X	View Point Health- Jennifer Speights		
<b>GUESTS: June DiPolito, Cindy Levi, Heather Ramsey, Lee Pavlik, Denise Forbes, Dawn Arnette, Valerie Lamb,</b>					
<b>DISTRIBUTION: 04/11/2024 Agenda; 01/11/2024 Minutes</b>					

<b>Agenda Items</b>	<b>Discussion</b>	<b>Action/Resolution</b>	<b>Responsibility</b>	<b>Due Date</b>
<b>Welcome/Call To Order</b>	Chair Pamela Cartwright called the meeting to order at 10:07AM. A quorum was not established, and therefore the meeting moved forward as informational only.			
<b>Focus Group Report Outs/Action Items</b>	<p><b>-HR/Compliance-</b> Laura Fullard reported the group discussed the following topics:</p> <ul style="list-style-type: none"> <li>• NextGen discussion with Jason McSwain, DBHDD</li> <li>• FLSA threshold change</li> </ul> <p><b>-IT-</b> Fabio van der Merwe reported the group discussed the following topics:</p> <ul style="list-style-type: none"> <li>• System upgrades</li> <li>• Organizations transitioning from desktops to laptops</li> <li>• Security updates</li> <li>• System setup for CCBHC</li> </ul> <p><b>-CFO-</b> Lee Pavlik reported the group discussed the following topics:</p> <ul style="list-style-type: none"> <li>• Enterprise Rentals- net leases to equity leases</li> </ul>			

	<ul style="list-style-type: none"> <li>Recording liability on quarterly reports</li> <li>TA Sessions for CCBHC Cost Reporting &amp; Needs Assessment</li> <li>RFP for additional CPA firms</li> <li>Financial Dept. Structure Survey</li> <li>Advocacy for additional funds to cover annual audit expenses</li> </ul> <p><b>- Rev Cycle-</b> Robyn Garrett reported the group last met on 04/04/2024 and discussed the following topics:</p> <ul style="list-style-type: none"> <li>Reme Rodriguez Dominguez &amp; Robin Lincoln of PeachState/Centene joined the call to discuss the Risk Mitigation plan for the cyber-attack, free provider trainings which include CEUs for licensed staff, and supported employment authorizations.</li> <li>Recent challenges or barriers with claims or authorization submissions</li> </ul>			
<p><b>Strategic Plan Initiatives Update</b></p>	<p><b>Treat First Subcommittee-</b> Robyn Garrett reported the workgroup is waiting on additional information and data from our Partners in New Mexico before crafting a pilot document to send to DBHDD.</p> <p><b>Regional Training Update-</b> Robyn Garrett reported the Executive Office will be looking to schedule meetings in early May to discuss and determine the training capacity for each CSB as we now have a more complete contact list for applicable staff to participate.</p>			
<p><b>State-wide Policy Initiatives</b></p>	<p><b>CCBHC Updates-</b> Robyn Garrett reported the Executive Office has scheduled 3 TA Sessions for CCBHC Cost Reporting &amp; Needs Assessment and invited all CSBs to attend:</p> <ul style="list-style-type: none"> <li>04/11/2024, 3PM-4:30PM</li> <li>04/25/2024, 3PM-4:30PM</li> <li>05/09/2024, 3PM-4:30PM</li> </ul> <p>The virtual meeting link has been shared across the network via the GACSB ListServs.</p>			

	<p><b>DBHDD Updates</b></p> <ul style="list-style-type: none"> <li>• <b>Criminal Background Checks-</b> No update.</li> <li>• <b>NextGen Project-</b> Robyn Garrett reported that Jason McSwain, DBHDD, joined the HR/Compliance Focus Group meeting to discuss the project and the informational meetings that are scheduled regarding the launch of the program. Robyn reported that members from each region agreed to attend the NextGen Local Review Sessions and will report back to the full group during the next meeting. Laura Fullard and Erica Collins volunteered to be the CSB reps for the project moving forward.</li> </ul> <p><b>Legislative Updates-</b> Robyn Garrett reported the following updates:</p> <ul style="list-style-type: none"> <li>• The 2024 Legislative Session ended on 03/28/2024</li> <li>• The Executive Office is having on-going conversations with the Legislative Affairs team regarding the status of SB502 (CSB Virtual Board Meetings)</li> <li>• CSBs are included in the most recent state employee wage increase of 4%, not to exceed \$3K for full time employees only.</li> </ul> <p>Robyn Garrett referred members to the full Legislative Session Summary on the GACSB website.</p> <p><b>Other-</b> None.</p>	<ul style="list-style-type: none"> <li>• Reach out to OPB for any additional information about the wage increase</li> </ul>	<ul style="list-style-type: none"> <li>• Robyn Garrett</li> </ul>	<ul style="list-style-type: none"> <li>• 04/26/2024</li> </ul>
<p><b>Annual Leadership Conference</b></p>	<p>Robyn Garrett reported the Executive Office will be requesting contact information for any individual CSB vendors that are not listed on the GACSB Partner list so they can be invited to the Annual Conference as a Business Partner. Once finalized, the Executive Office</p>			

	will send the GACSB Partner list out to ListServes.			
<b>Other</b>	Chair, Pam Cartwright inquired if other CSBs were experiencing issues with unpaid claims for long term workers' compensation. There was some discussion about Worker Compensation claims and if DOAS had released any information about paying long-term claims. Laura Fullard reported that 2 of their claims had been paid recently.	<ul style="list-style-type: none"> <li>• Send DOAS Contact information to Renee Millians</li> <li>• Disperse the DOAS contact information through HR/Compliance ListServ</li> </ul>	<ul style="list-style-type: none"> <li>• Laura Fullard</li> <li>• Renee Millians</li> </ul>	<ul style="list-style-type: none"> <li>• 04/11/2024</li> <li>• 04/11/2024</li> </ul>
<b>Next Meeting</b>	The next committee meeting will be May 9, 2024, at 10:00AM			
<b>Adjournment</b>	The meeting was adjourned at 10:43AM.			
<b>Chair</b>	Pamela Cartwright	Recorded By: Renee Millians		