

**Clayton Center Community Service Board
Business Meeting Minutes
February 20, 2018**

Clayton Center Community Service Board (CSB) Board Members

Mr. Bryan Flowers, Chairperson	Mr. Kenneth Wilson – <i>participated via phone</i>
Dr. Aleika Anderson, Vice-Chairperson	Dr. Nia Cantey – <i>participated via phone</i>
Mr. An’Cel Davis	Dr. Aundria Cheever, Chief Executive Officer
Mr. Eric Bell	Ms. Rhonda Lane
Mr. Martin Thompson	

I. Call to order

Mr. Flowers called the Board meeting to order at 5:51PM.

II. Invocation

Mr. Lee Adams led the Invocation.

III. Public Comments

Mr. Afu Okosun, a resident of Clayton County, gave a synopsis of his role in the community. He currently works with the City of Riverdale to keep the community beautiful. Mr. Okosun attended Mundy Mill's High School. He moved to Huntsville, Alabama where he studied Urban Planning and received his Master's in Counseling. Mr. Okosun was an Associate Licensed Counselor in Alabama. He created an entrepreneur platform, which created a social group experience for young millennial professionals. He also offered employed grant opportunities in Chattanooga, Tennessee. Mr. Okosun shared that the organization that he is currently working with is in the process of launching a community beautification program. Which, his focus is the basis for community Mental Health (MH). In the program they will look into including some community MH projects within the Clayton County.

IV. Business

A. Approval of Agenda

Motion was made by Mr. Bell, seconded by Mr. Davis, to accept the Agenda as submitted. The motion was carried unanimously in the affirmative.

B. Approval of Minutes

Motion was made by Mr. Bell, seconded by Mr. Davis, to approve the January 16, 2018 Minutes as submitted. The motion was carried unanimously in the affirmative.

Special Presentations

- Ms. Shannon Gordon, CEO of River Edge CSB shared that she and Dr. Cheever have spoken on several occasions regarding the potential merger of River Edge and Clayton Center. In addition, both Board Committees have discussed the possibility of consolidating the CSBs. Also, both attorneys had conversations toward an agreement that may

- oversee the operations for both CSBs. Dr. Cheever shared that reason for discussing a merger stems from the State indicating for several years that some of the CSBs work out a relationship agreement to reduce expenses. Ms. Gordon presented a presentation to explain and identify some of the reasons for a possible merger. She stated that a merge can only take place with the approval of DBHDD. River Edge would request that Clayton Center enter into a management agreement towards consolidation; understanding that River Edge willingness is contingent on DBHDD sufficient financial partnership assistance with State IDs, Vendors, Medicaid numbers and their approval of consolidation.
- Mr. Joseph Colette, Attorney for Clayton Center showed a presentation which discussed the legal implications that are involved in a possible merger with Ridge Edges and Clayton Center. The Board was provided with a copy of the "Management Services Agreement" for review. Mr. Colette shared that he has communicated back/forth with Ridge Edge's counsel; however, there are still some concerns with the agreement. Mr. Colette simply wanted to enlighten the Board on the legality of the agreement that has not been addressed. A copy of the Memorandum from Mr. Joseph Colette was distributed to the Board.

V. Executive Session

Motion was made by Mr. Davis, seconded by Mr. Bell, to close the Public Business Meeting and to proceed into Executive Session. The motion was carried unanimously in the affirmative.

Motion was made by Mr. Bell, seconded by Dr. Anderson, to close Executive Session and to proceed with the Public Business Meeting. The motion was carried unanimously in the affirmative.

VI. Business II

A. Human Resource Update

Ms. Jori Hammond, HR Director, report was distributed to the Board. No presentation was exhibited.

B. Individuals Served

Mr. Brent Eberspacher, IT Director, report was distributed to the Board. No presentation was exhibited.

C. Productivity Review, PMR & Service Dashboard

Ms. Tiffany Tom-Johnson, COO report was distributed to the Board. No presentation was exhibited.

D. Vacancy Analysis

Ms. Adrienne Johnson, Clinical Director report was distributed to the Board. No presentation was exhibited.

E. Accountability Report

Mr. Lee Adams, CAO report was distributed to the Board. No presentation was exhibited.

F. Financial Audit Update

The Board members were provided with the 2017 Audit Report. Dr. Cheever indicated that in the past years the agency has received a clean Audit report. This year the agency received some findings as a result of switching to Abila Software System. The agency was previously with Mitchell & McCormick, which no longer support mental health organizations. Dr. Cheever continued explaining that during this timeframe there were two Consultants and

two Directors of Finance working with the agency. As a result, variety of circumstances caused problems and for the first time the agency had some findings. The findings have been resolved; however, the State requested a phone conference with the agency on January 18, 2018. Dr. Cheever stated that the phone conference was unpleasant; subsequently, the Director of Finance resigned the next working day after that meeting. Mr. Flowers inquired whether the Director of Finance position has been resolved. Dr. Cheever responded that the position is currently being advertised and a few candidates were interviewed. However, she is waiting on the outcome of River Edge and Clayton Center before moving forward with hiring a Director of Finance.

Mr. Flowers shared that the State requested to meet with him and any other available Board members. It was discussed and decided that the Agreement with River Edge would be postponed until after the meeting with the State. The Attorney will work on scheduling the meeting as soon as possible.

G. Mr. Bell's Marketing Campaign Plan

Dr. Cheever updated the Board that the postcards were sent to the Clayton County community informing businesses about Clayton Center CSB and making requests for donations. The agency's website inquiries have increased. The next item on the list is a Mental Health Rally at Clayton State University. Mr. Bell shared that he spoke with someone about renting the venue for 4 to 5 hours at a rate of \$250.00 and that the majority of weekends in May are currently available. Dr. Cheever said she would reach out to TI to possibly participate in the rally. Dr. Anderson mentioned that Waka Flocka's mother was interested in serving in the community. Dr. Cheever will contact his mother to schedule a meeting. Mr. Bell suggested planning a rally at one of the local High Schools to address bullying and suicide.

H. Testament House Collaboration

Dr. Cheever shared information regarding the Testament House, which is a residential facility for male teens. The Program Director at the Testament House would like for Clayton Center to provide Assessments, Individual Therapy, and Group Therapy on site for the teens. There are currently 22 -25 male teens residing at the facility. The agency wants to start providing services immediately to increase the revenue at CYAF.

Motion was made by Dr. Anderson, seconded by Mr. Bell, to move forward in collaboration with Testament House. The motion was carried unanimously in the affirmative.

Dr. Cheever spoke with the Superintendent Dr. Beasley to start working with Flint River. Dr. Beasley wants to collaborate with Clayton Center to provide Individual Therapy and Group Therapy on site.

Motion was made by Dr. Anderson, seconded by Mr. Bell, to move forward in collaboration with the School Board. The motion was carried unanimously in the affirmative.

I. Housing Authority's Grant for Kendrick Group Home

Dr. Cheever asked the Housing Authority for \$100,000 to renovate Kendrick Group Home. The Housing Authority granted the agency \$150,000 contingent on the continuity of the leadership of Clayton Center. The additional \$50,000 will be used for Insurance to maintain the upkeep of the facilities owned by the agency.

The Housing Authority is also willing to work with the agency regarding some VA Residential facilities in the community. A meeting is scheduled with the VA to discuss collaboration.

J. Clayton Center Core Services: Residential Services and Transportation Services

The meeting with DBHDD that was held on January 18, 2018 was regarding the Residential Services. The Residential Program at Holly Tree has always been a semi-independent facility; however, the agency has maintained staffing as being an intensive facility because of the location. According to the State if the agency is staffing as an intensive facility, then intensive Individuals will be referred to the residential program. Dr. Cheever shared that the agency cannot handle the intensive population level of care at this time in that location. The State wants to transition to a Medicaid reimbursement rate, however the agency cannot afford that kind of financial change. Dr. Cheever expressed her concerns regarding the intensive referral recommendations and asked the Board's permission to decline this level of service, insisted by the State. She added that this change would not be beneficial to the agency at this time and this maybe an opportunity to change the residential program structure. She suggested transitioning to a personal care home facility for these Individuals and to decline the residential recommendation presented.

Motion was made by Mr. Bell seconded by Dr. Anderson, to decline the intensive residential program recommendation. The motion was carried unanimously in the affirmative.

K. CARF – 3 year Accreditations

Dr. Cheever announced that a notification was received on February 19, 2018 informing the agency of the successful 3 year CARF Accreditations through 2021. The agency has to send some information back to CARF regarding the recommendations made. One of the issues mentioned by CARF was the conditions of the housing facilities. Therefore, the agency has to provide a repair plan showing that the Housing Authority has given the agency money for the repairs.

VII. Reports

A. Director of Finance

- Budget and Year to Date Financials

Handouts of Revenue January 2018 Revenue/Expenditures Summary and FY18 February Forecast of Revenue vs Expense were distributed to the Board.

January 2018 Revenue and Expenditures Summary

	Actual	Budget	Fav/(UnFav)
Revenue	\$1,251,418	\$1,013,410	\$238,008
Expense	\$902,750	\$1,033,144	\$130,394
Net Deficit	\$348,667	(\$19,734)	\$368,401

The January 2018 total revenue was \$1.3M and the total expense was \$0.9M leaving a net excess of revenue over expenditures of \$0.3M.

B. Chief Executive Officer

• **CEO Report**

Dr. Cheever reported the following updates:

- The Solicitor's Office has requested that the agency restart the Anger Management groups. A meeting has been scheduled with Mr. Freeman.
- The Commissioners Block Grant is due March 2, 2018.
- GACSB Board of Directors Meeting is scheduled on February 26, 2018 at 10:00am. The new Risk Map will be unveiled at that meeting.
- CSB Day 2018 at the Capitol is February 27, 2018 at 9:00am – 12:00pm.

• **Sustainability Plan- Update**

The Sustainability Plan update is due February 28, 2018. Dr. Cheever informed the Board that all information and all reports from the Board meetings are provided to the State along with the Sustainability Plan.

Adjournment

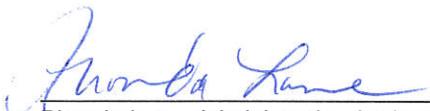
Mr. Flowers motioned for the meeting to be adjourned.

Motion was made by Mr. Davis, seconded by Dr. Anderson for the meeting to be adjourned. The vote was unanimous in the affirmative.

Meeting was adjourned at 7:41PM. The next scheduled Board Meeting is March 20, 2018 at 5:30PM.

Submitted by:

Approved by:



Rhonda Lane, Administrative Assistant
Clayton Center Community Service Board



Mr. Bryan Flowers, Chairperson
Clayton Center Community Service Board

cc: Clayton Community Service Board Members

Clayton County Board of Commissioners