

**HIGHLAND RIVERS BEHAVIORAL HEALTH
GOVERNING BOARD OF DIRECTORS MEETING
December 14, 2022
Cartersville Chamber of Commerce
122 W. Main Street, Cartersville, GA, 30120**

Members Present:

Chris Mosley, Chair
Dr. Carol Holtz, Vice Chair
Keith Ledford, Treasurer
Steve Grimsley, Secretary
Tonya Riddick, Board Member
Chinwe Okoronkwo, Board Member
Pete Quinones, Board Member
Randal Crider, Board Member
Larry Maxey, Board Member
Michael McElveen, Board Member
Karen Sparks, Board Member
Mary Ghorley, Board Member
Thomas Brown, Board Member

ACTIONS TAKEN:

- ▶ Called meeting to order.
- ▶ Approved agenda.
- ▶ Approved consent agenda items.
- ▶ Approved the FY23 Budget.
- ▶ Approved the distribution of the full board evaluation and board peer assessment evaluations.
- ▶ Adjourned meeting.

MEETING MINUTES

Attendees

Voting Members

Mr. Chris Mosley, Chair
Dr. Carol Holtz, Vice Chair
Mr. Keith Ledford, Treasurer
Mr. Steve Grimsley, Secretary
Ms. Tonya Riddick, Board Member
Ms. Chinwe Okoronkwo, Board Member
Mr. Pete Quinones, Board Member
Mr. Randal Crider, Board Member
Mr. Larry Maxey, Board Member
Mr. Michael McElveen, Board Member
Ms. Karen Sparks, Board Member
Ms. Mary Ghorley, Board Member
Mr. Thomas Brown, Board Member

Others Present

Chairman Jamie Helsey, Fannin County Board of Commissioners
Chair Elect Allison Watters, Floyd County Board of Commissioners
County Manager Jamie McCord, Floyd County
Mr. James Catanzaro Jr., Legal Counsel
Ms. Melanie Dallas, Chief Executive Officer
Ms. Stephanie Bishop, Chief Compliance Officer
Ms. Marla Flynn, Chief Financial Officer
Ms. Dena Payne, Chief Operating Officer
Ms. Erica Collins, Vice President of Human Resources
Ms. Cheryl Lewis, Vice President of Mental Health Services
Dr. Michelle Hamm, Vice President of Substance Abuse Services
Ms. Kathleen Varda, Foundation Director
Ms. Melissa O'Brien, Marketing Director
Mr. Gary Gregg, Administrative Director of Community Forensic Services
Ms. Melissa Stone, Executive Coordinator & Board Liaison

I. Call to Order

Action: Chair Chris Mosley called the meeting to order at 10:31 a.m.

II. Approval of Agenda

Action: The agenda was approved as presented upon unanimous vote of motion by Mr. Larry Maxey and second by Ms. Karen Sparks.

III. Consent Agenda Items

Action: The following consent agenda items were approved upon unanimous vote of motion by Ms. Mary Ghorley and second by Mr. Pete Quinones.

- Governing Board Minutes for October 26, 2022
- Governing Board County Representation Committee Meeting Minutes for October 24, 2022
- Highland Rivers Foundation Bylaw Revisions
- FY23 Behavioral Health Contract #44100-261-0262023103 - Amendment #02
- FY23 Education Initiative Contract #44100-906-CMA00003327
- FY23 Assisted Outpatient Treatment Enhancement Contract #44100-026-CMA00003503
- FY23 Medication Assisted Treatment Contract #44100-906-CMA00003495
- Department of Community Affairs Permanent Supportive Housing Support Services Contract
- Agency Scorecard
- Community Relations & Marketing Report
- Grants Update
- Highland Rivers Foundation Report

IV. Finance Report

Chief Financial Officer Marla Flynn directed the members to the FY23 budget in the packet. Ms. Flynn informed the members that 5% of the contracts from the Department of Behavioral Health and Developmental Disabilities (DBHDD) had not been received to date. The budget included the expected revenues and expenses from those contracts. The projected revenue was \$75,363,609. The revenue reflected the consolidation. Medicaid waiver revenue was projected to decrease due to the closing of the three intellectual/developmental disability (IDD) homes. The CMO, Medicare, and commercial insurance revenue was projected to increase because of an increase in outpatient and crisis billable positions. The county fees were projected to increase due to increased funding from Haralson County. Miscellaneous revenue decreased due to discontinuation of the CARES Act funds that were received in the prior fiscal year. The projected expenses were \$71,689,129. HRH salaries were down in direct correlation to Ascend staffing salaries being up. The utilities, service contracts, and insurance were all higher due to the consolidation. She stated that the chart of accounts had to be completed for the consolidation before the budget could be finalized. It was now completed and she was very confident in the numbers.

Ms. Flynn directed the members to the balance sheet as of October 2022. It reflected the consolidation. The total assets were \$24,049,710 and were \$12,050,289 over the prior year. Cash and equivalents were \$10,383,299 and were up \$6,013,124 from the prior year. The increase could be attributed to the bonuses and the raises from DBHDD. Accounts receivable were up \$8,613,032 due to the timing of payments from DBHDD. It was also up in correlation to the Cobb consolidation. The other current liabilities increased due to timing differences of accruals of the State Health Benefit Plan. The key performance indicators showed 52 days cash on hand and a current ratio of 3.5.

Ms. Flynn directed the members to the statement of revenue and expenses year to date through October. She informed the members that the reports did not have the budget column loaded. It would be added now that the budget has been approved. Total revenue was \$25,962,942 and was up \$213,025 from budget due to the supplemental funding for bonuses and raises. It was also due to the consolidation of the three agencies. Fee for service revenue was down from last year due to the receiving of fixed payments last year versus fee for service payments this year. Expense-based contracts increased due to the consolidation. CMO

revenue increased due to increased billing in child and adolescent services. Medicare revenue was down due to vacant positions. Total expenses were \$24,572,122. Salaries were down due to vacancies. Contract staffing increased in direct correlation. IDD direct care related expenses were low due to the closing of the three group homes. Pharmaceutical costs were down due to the timing of invoices. Telecommunication and systems costs were high due to the Cobb and Haralson consolidation. Insurance expenses have increased due to the increase in premiums by the Department of Administrative Services (DOAS). It was normally \$26,000 per month and increased to \$43,000 per month. Other miscellaneous expenses increased due to an increase in membership dues, public relations costs, and advertising/printing. The net profit was \$1,390,820. The agency was financially stable. Chair Chris Mosley stated the financial evolution of the agency had been remarkable. Kudos to Ms. Flynn, Chief Executive Officer Melanie Dallas, and the team.

Action: The FY23 budget was approved upon unanimous vote of motion by Vice Chair Carol Holtz and second by Ms. Karen Sparks.

V. Compliance - CARF Request

Committee Chair Larry Maxey asked Chief Compliance Officer Stephanie Bishop to give an update on the upcoming Commission on Accreditation of Rehabilitation Facilities (CARF) survey. Ms. Bishop stated CARF had notified her that they would do two surveys (one for Highland Rivers Behavioral Health and one for Cobb County). She was able to persuade CARF into doing a survey that would reflect the consolidation. The survey should happen in the next calendar year sometime between June and August. One part of the survey would be a review of the board. The board was required to conduct board self-assessments and peer assessments. She requested that the members approve the distribution of the assessment tools for completion.

Action: The distribution of the board self-assessment and peer assessment tools was approved upon unanimous vote of motion by Ms. Karen Sparks and second by Vice Chair Carol Holtz.

VI. CEO Report

Chief Executive Officer Melanie Dallas directed the members to the CEO Report in the packet. She gave the following highlights from the report.

- Senator David Ralston had passed away from an extended illness. He would be missed by everyone. He was a strong advocate for his constituents and the state. He had a significant impact on legislation and was the driving force behind House Bill 1013. He was gracious enough to meet with Ms. Dallas to allow her to speak with him about the role of community service boards (CSBs) in healthcare. She realized in the meeting that he cared very deeply and wanted to make things better.
- Mr. Kevin Tanner was appointed as the new Commissioner for the Department of Behavioral Health and Developmental Disabilities (DBHDD). He was a former member of the House of Representatives. He has been chairing the Behavioral Health Reform Commission. Ms. Dallas was able to sit down and talk with him. He is a process person and will be asking a lot of questions about where the system needs to be headed in the future. It was expected that he would set specific priorities. He would be looking at the crisis and kids' services.
- A breakfast was held for the Cobb Legislative Delegation. Highland Rivers Behavioral Health (HRBH) serves close to 3,000 people in Cobb County and should be serving around 10,000. Her team was working to find ways to increase the number. HRBH did not have any capital funding and it was a big barrier. The delegation was very engaged in the discussion around the role of a community service board and the needs of the community. Vice Chair Carol Holtz stated she was very impressed that the delegation

seemed to care and were willing to discuss some of the financial issues. They were onboard to help. Mr. Pete Quinones stated there was a good question and answer period.

- HRBH is funded through state appropriations and county funding. Her team would be working with the counties for education on community service boards and their role as a community partner. Fannin, Gilmer, and Pickens counties did not have an emergency receiving facility (ERF) which made it hard for people to get to services. A solution was needed to address the issue, which included support from the counties. Cobb County has been extremely generous to enhance the 3830 S. Cobb Drive location in Smyrna to turn it into a service site. HRBH does not have an outpatient clinic or footprint in Fannin and Murray counties. Her team would be working on a solution.
- HRBH had put in funding requests in Cobb County for ARPA funds. A request had been submitted to expand co-response by placing a clinician in the 911 center. Another request was submitted to place recovery navigators in the State Court, Superior Court, Probate and Magistrate Courts and at Wellstar. The requests would create more funnels to the services that were needed. Mr. Randal Crider stated the requests fell under the umbrella of public safety. It was his understanding that the requests would receive funding. The vote on the requests by the Cobb ARPA committee will be held in January.
- The Cobb PATH team received the 2022 William E. "Bill" Hanson Collaboration Award from the Cobb County Collaborative. Her team will take the lessons learned and use them to expand co-response to other counties. There were 56 different law enforcement agencies within the 13 counties served by HRBH. Several of the agencies had reached out to explore implementing a team. HRBH did receive a grant for a veteran's suicide co-response team in Cherokee county. Pickens County had requested information on a team. However, they might not have the high volume of calls needed for a full-time clinician. A plan was being looked at on how to provide services in the rural communities that is efficient and cost effective.

Ms. Dallas stated that every year HRBH looks at ways to make the holidays special for the individuals served. HRBH looked inward this year at the staff in the agency who might need help for their families this holiday season. A donor was found who provided gifts for the children of nine staff members. The HRBH executive team has also committed to giving personal donations to give each family a \$150 gift card to help with other holiday costs.

She asked Foundation Director Kathleen Varda to give an update on fulfilling requests from individuals for gifts for the holidays. Ms. Varda stated that her team had been busy fulfilling the requests. The amount of requests had increased to over 600 gifts with the consolidation. The gifts for the women's programs included \$25 gift cards for the women to buy their kids presents. The executive team had been helping to assemble gifts. Home Depot donated 9 trees for the Mother's Making a Change (MMAC) program.

Ms. Varda's team had also been working on the Giving Tuesday campaign for winter care kits. The kits included items such as can openers, gloves, hats, and socks. The Smile Up Foundation will be putting together 100 kits. Another foundation committed to helping with the campaign in the new year. Ms. Tonya Riddick gave kudos to Ms. Varda for her tireless work and always showing up for the individuals served.

Ms. Dallas directed the members to the annual reports on their tables. The report included county-specific information. It also included information regarding programs and services. There was also a digital version. She asked the members to let her know if they needed printed copies or the digital link to give to community partners.

Chair Chris Mosley asked Ms. Dallas to give an overview of CSBs as a refresher for the members and information for visitors. Ms. Dallas stated CSBs were codified in law under Title 37 of the Official Code of Georgia Annotated. They are a safety net provider for mental health, substance use, and intellectual/developmental disabilities. CSBs were quasi-governmental agencies and were not state departments. The biggest portion of revenue was funding from the legislator through contracts with DBHDD. A CSB was a healthcare provider for behavioral health. One of the biggest topics most counties had concerning CSBs involved the homeless population. CSBs have limited funding for homeless individuals and are not homeless providers. CSBs can provide services and support around housing, but are not housing providers. The core customers were individuals with severe and persistent mental illness. CSBs adhere to all regulatory laws and governance like other Medicaid and Medicare providers. They also have to adhere to all regulatory laws and governance for funders. Legal Counsel Jim Catanzaro added that the State of Georgia was not liable for CSB debts and CSBs were not taxed. Mr. Mosley thanked Ms. Dallas for the explanation.

VII. Recognition of Visitors

Chair Chris Mosley welcomed the following visitors and thanked them for their attendance.

Chairman Jamie Hensley - Fannin County Board of Commissioners
Chair Elect Allison Watters - Floyd County Board of Commissioners
County Manager Jamie McCord - Floyd County

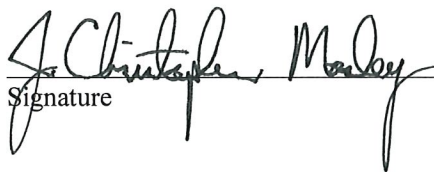
VIII. Public Comment

Chair Chris Mosley asked for public comment. Mr. Thomas Brown thanked the visitors for attending the meeting. It showed commitment to their counties and their constituents.

Mr. Mosley presented Chief Executive Officer Melanie Dallas with a plaque for ten years of faithful service. He stated that when reference was made to how far Highland Rivers Behavioral Health had come in the last ten years, it was due to the leadership of Ms. Dallas. It was an incredible accomplishment. He thanked Ms. Dallas on behalf of Highland Rivers Behavioral Health and the Governing Board.

IX. Adjournment

Action: The meeting was adjourned upon unanimous vote of motion by Mr. Randal Crider and second by Ms. Tonya Riddick.


Signature

2-22-23
Date

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