



A Community Mental Health / Developmental Disabilities / Addictive Diseases Program

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**NEW HORIZONS BEHAVIORAL HEALTH
BOARD OF DIRECTORS
2100 Comer Avenue – New Horizons Training Room
Columbus, GA 31906**

Date of Meeting: December 11, 2023

Members Present: Damon Hoyte, Ed Harbison, Edwina Turner,
Joseph Williams, David Ranieri, Sandra Gill,
Karen Johnson, LaVerne Chaffin, and Linda McElroy

Members Excused: Nancy Schroeder and April Hughes

Staff Present: Andrea Winston, Denise Wade McLeod, Susan Gallagher,
Karen Cotton-Everett, Randall Newberry,
Chloe Landreth, and Molly Jones

CALL TO ORDER: The meeting was called to order by Board Chair Damon Hoyte at 3:33 p.m.
A quorum was established at that time.

INTRODUCTION OF NEW BOARD MEMBER: Terry Edwards' appointment to the Board
was approved by the Harris County Commission and the oath of office read at today's meeting.
We welcome Terry and so appreciate her willingness to serve on our Board.

RECOGNITION OF GUEST(S) ATTENDING TODAY'S MEETING: No guests were in
attendance.

*** SECRETARY'S MINUTES (Approval of October 9, 2023 minutes):** M/S/P Joseph
Williams/Ed Harbison to approve the October 9, 2023 minutes, Board approved.

FINANCIAL REVIEW: Susan presented September and October financial data and reported that
September FY24 revenue was \$586,391 higher than August FY23. This is related to the 2nd
Employee Retention Tax Credit received in September. Medicaid Waiver, Medicaid Fees, and
Grant in Aid funds are lower than budgeted for FY24. GIA and Federal Funds are significantly
higher than budget, however, two SAMHSA grants ended effective September 30. September
FY24 expenses were \$397,737 higher than September FY23. Salaries, benefits, and building rent
were higher than FY23. Adjustments may be made at the mid-year budget review. September
ended with a \$541,232 surplus and a year to date of \$868,981. As we are operating under the
CCBHC model with no corresponding CCBHC payment rate from DBHDD, September is the last
month for significant positive operating margins.

October FY24 revenue was \$92,578 more than budgeted. Medicaid fees, Federal Funds, and Grant in Aid are lower than budgeted. However, Medicaid Waiver revenue has improved and is slightly higher than budgeted. GIA continues to trend higher than budgeted. October is the first month without SAMHSA support. October FY24 expenses were \$123,928 higher than budgeted. Salaries and benefits and repairs and maintenance were higher than budget for the month. October ended with a \$31,351 deficit and year to date of \$837,631. October 2023 Financial Key Performance Indicator (KPI) scores showed Days Cash on Hand as 174.85 and total daily expenditures of \$64,615.

The draft external audit has been received and reviewed. We anticipate the final Audited Financials prior to the submission deadline to DBHDD and the Federal Government for the Single Audit Report. We continue the close out process of the Federal Grant Programs, NEXUS and CMHC, which ended September 29. Staff of Human Resources, the Development Office, Training, and the Operations Director have moved to new office space on the second floor. Accounting and Intake staff are organizing existing first floor office space. The Finance staff will meet in January to review the six month budget and make adjustments based on actual activity through December.

ENDOWMENT PRESENTATION: Susan announced that in November of 2003, the Estate of Annie Velma Klayder made a \$20,000 donation to New Horizons. The Klayder Memorial Fund, established December 1, 2003, is an endowment fund to be used for the Intellectual/Developmental Disability division. The funds were invested at Raymond James Financial Services and today the balance is \$50,640. New Horizons will open a second fund with Raymond James with \$30,000 in proceeds from the Development Advisory Board fundraising activities over the past 20 years. This will be a non-endowed, unrestricted fund. The investment goals of both funds are preservation of capital with moderate risk tolerance and a time horizon exceeding 20 years. A report on the Endowment & Development Fund performance will be presented annually at the December Board Meeting.

Board members were pleased to hear of the generosity of Mrs. Klayder and the endowment fund established for IDD services, and discussed other ways individuals and families could donate or designate funds in their estate planning to New Horizons.

***PARTICIPATION AGREEMENT/RESOLUTION FOR SHELTER PLUS CARE – HARRIS COUNTY:** New Horizons has been awarded \$287,244 funding for permanent supportive housing in Harris County. These are HUD funds that provide rental and utility assistance, but do not cover all program expenses. Program participants are required to provide 30% of their income towards rent. Board approval for acceptance of participation is required. M/S/P Joseph Williams/Edwina Turner to approve participation, Board approved.

***2024 BOARD MEETING CALENDAR:** The 2024 meeting calendar schedule was presented for review. The most notable change was no meeting scheduled for January as the date falls very soon after returning from the holidays. Other months with no meeting are April, July, and November. M/S/P Joseph Williams/Ed Harbison to approve the 2024 Board meeting calendar, Board approved.

CERTIFIED COMMUNITY BEHAVIORAL HEALTH CENTER (CCBHC) SITE VISIT

UPDATE: The CCBHC implementation process has been a lengthy one requiring application, attestation, revision/addition of policies and procedures, and detailed cost reports. Most recently, a CCBHC team from DBHDD conducted a pre-certification site visit December 5th and 6th at New Horizons. Leadership and staff interviews, client interviews, chart review, and program tours were conducted. From feedback received, the visit went very well and Karen and the New Horizons team did a great job in making that happen. A report and any recommendations from the visit are expected by February and any unmet requirements will be addressed. As has been reported in previous meetings, the PPS rate, which continues to be delayed, is needed to complete the CCBHC certification process.

FY24 – ELECTION OF BOARD OFFICERS (NEXT MEETING): Andrea reminded Board members that Board Officers will be elected at the first meeting of 2024 (February) and asked members to consider their nominations prior to the meeting.

ANNOUNCEMENTS:

LaVerne Chaffin announced that Karen Johnson is getting married January 1st, 2024. Board members and Staff congratulated Ms. Johnson and wished her much happiness.

Ms. Johnson asked if she could be informed of staff recognition and other events in our Randolph County programs that she would be interested in attending. She also inquired about a Christmas outing for some of the Service Center individuals and indicated it had not been approved this year, but had in the past. Ms. Winston responded that there may be extenuating circumstances and she would look into it and a prompt response would follow.

Terry Edwards highlighted two employees: Chloe Landreth who attends many outreach events in Harris County, providing school supplies to the children and other resources to their residents, and to Norman Davis, for his efforts in getting AA meetings started in Harris County.

Mr. Hoyte expressed gratitude for the very enjoyable site visit to the REACH program. Seeing first hand how our treatment programs operate and meeting the individuals and staff has been very educational and rewarding. Additional site visits will be scheduled.

Other Board Members expressed their appreciation for being allowed to serve on the Board, for a wonderful 2023, and to our leadership team for ensuring that New Horizons is financially stable.

PUBLIC COMMENT: No public comments were made.

ADJOURNMENT: At 4:17 p.m., M/S/P Edwina Turner/Joseph Williams to adjourn the meeting, Board approved.

Food, fun and games, and fellowship followed.

Damon Hoyte
Chairperson