



*A Community Mental Health / Developmental Disabilities / Addictive Diseases Program*

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**NEW HORIZONS BEHAVIORAL HEALTH  
BOARD OF DIRECTORS**

December 14, 2020      Via Teleconference

Members Present:      David Ranieri, Damon Hoyte, Joseph Williams,  
LaVerne Chaffin, Edwina Turner, Nancy Schroeder,  
and Linda McElroy

Members Excused:      April Hughes, Ed Harbison, Sandra Gill, Sherrell Terry,  
and Karen Johnson

Staff Present:      Andrea Winston, Valerie Bowden, Denise Wade,  
Susan Gallagher, Randall Newberry, Cyndy Pattillo,  
Ashley Mercer, and Molly Jones

**CALL TO ORDER:**      The meeting was called to order at 3:32 p.m.      A quorum was established at that time.      Board Chair David Ranieri welcomed Board members and staff.

For safety concerns during Covid-19 pandemic, today's meeting is a teleconference call and, in accordance with the GACSB rules, will be recorded.      Board members were made aware of this prior to the call and it was announced upon dialing in to the call.      Molly Jones did a roll call of Board members and staff participating in the call.

**RECOGNITION OF GUEST(S) ATTENDING TODAY'S MEETING:**      Rhonda Collins, Robert Baker & Associates and Mac Moye, Stewart County Manager.

**\* SECRETARY'S MINUTES (Approval of November 9, 2020 minutes):**      M/S/P Joseph Williams/Damon Hoyte to approve the minutes of November 9, 2020 meeting, Board approved.

**REVIEW OF NEW HORIZONS ANNUAL AUDIT – FY20:** Rhonda Collins of Robert Baker and Associates, reported New Horizons Behavioral Health’s FY20 annual audit for the year ended June 30, 2020 was clean, with no findings. She commended Valerie and her staff for the awesome job they do in providing all the information needed for the audit, and for making the audit process run smoothly. Due to Covid-19, most of the audit was done electronically. The audit reflects short and long-term liabilities and statements of governmental funds. With an annual budget of 28 million, end of year cash was \$450,000, somewhat low based on our budget, but ending FY20 with a surplus was quite an accomplishment.

Valerie explained that financial audits are required every year, but the auditor must be rotated every five years. With very few CPA firms capable of auditing Community Service Boards, bids are submitted and it is often a challenge to find and adjust to a different auditor.

**FINANCIAL REVIEW:** Valerie reported New Horizons had a surplus of \$180,358 for the month of November compared to a budgeted surplus of \$61,242. During the month of November, we continued to experience reduced revenues due to reduction of services in some programs due to COVID. We continue to monitor program activity as we work in the COVID environment as some programs are limited in their ability to maintain required revenue levels in order to maintain social distancing guidelines with program attendance. We also continue to keep expenses down below budget because of the reduced program activity. Also, the pharmaceutical expense for November was very low as purchases were down in anticipation of the transition to the Genoa Pharmacy.

Some of the measures that DBHDD put in place to maintain revenue have ended. The DD retainer billing currently has very minimal activity as we were limited in number of days we could bill for each Individual. We were allowed to bill a total of 90 days retainer billing for each Individual and we were limited in billing for the average of historical billing for each Individual. The 90 days has been exhausted for most DD Individuals, and the 1/12 GIA FFS for Behavioral Health services has been extended to March 31, 2021. We are predicting that the last half of the year we will see much lower operating margins. This is also assuming that there is not such a resurgence with COVID as to cause us to need to close completely down again.

Days Cash on Hand at the end of November were 24.00 days. Revenue collections are still down, but we have been keeping expenses down also and were able to increase days cash on hand. While we were able to increase days cash on hand by managing expenses during the reductions in revenue, the DBHDD expectation is that we have 30 days cash on hand. The new fiscal year (FY21) began July 1 and with the State budget cuts and the ongoing pandemic, it leaves us with many unknowns regarding our financial outlook so we continue to look for ways to maximize our resources and build cash reserves in order to be able to operate as we move through the new environment.

**MENTAL HEALTH SUPPORTIVE EMPLOYMENT:** Program Director Ashley Mercer reported that 2/3 of people with a mental health diagnosis desire employment, yet only about 15% are employed. She added, “Our approach is to help individuals with mental illness obtain and maintain employment and we carry the belief that every person with a mental health disorder is capable of working in the community IF the right kind of job and work environment can be found.”

In spite of the spikes of unemployment during the COVID pandemic, we have been able to maintain an employment rate of approximately 40% of our individuals working during this time, all while managing their mental health symptoms that may have prevented them from being employed or staying employed in the past.

In order to be eligible for the Mental Health Supportive Employment program, the individual must express an interest in competitive employment, be unemployed or underemployed due to symptoms associated with chronic or severe mental illness, have clear goals of employment, and be willing and able to participate in these services. Individuals are referred from either the provider or other programs, such as case management or the housing programs to name a few.

Once accepted into the program, the individuals are paired with an employment specialist, who are really the nuts and bolts of the program. The employment specialist helps the individual look for jobs based on his/her interests and preferences, helps individuals who are receiving benefits such as social security, disability, or housing find work that will allow them to keep all benefits, assists with helping the individual create a resume and complete and submit job applications, helps the individual prepare for an interview, and also acts as a case manager by helping monitor that the individual is seeing the provider or attending groups or other services based on his/her treatment plan so that it is more likely that he/she will be able to obtain and maintain employment. The individual may also be referred for enrollment in Georgia Vocational Rehabilitation, which will help with things such as obtaining a bus pass, funding for clothing items needed at work, and more. Once employed, the specialist continues to work with the individual by teaching/coaching him/her on job-specific skills that help contribute to workplace success, acting as an advocate for the individual with employers, and ensuring job satisfaction. If the job does not work out, the specialist will help the individual find another job or develop a career plan.

Individuals will be discharged from the program at their request, for lack of engagement for a period of 90 days or more, or once they have met their employment goals and maintained employment for a period of at least 180 days. Currently, of the individuals in the program that are working, at least 2/3 of them have been employed for at least 90 days or more, also impressive considering some of these individuals meet ADA criteria and many meet the criteria for a SPMI (Serious and persistent mental illness).

Ashley was commended for the impressive outcomes in her program and the difference they are making in individual's lives.

**\*NEW HORIZONS BYLAWS:** The Bylaws were sent to Board members prior to the meeting for review. No changes or recommendations were presented. M/S/P Joseph Williams/Edwina Turner to approve New Horizons Bylaws, Board approved.

**\*2021 BOARD MEETING CALENDAR:** The Board Meeting schedule for 2021 was sent out prior to the meeting for Board review. Meetings are scheduled monthly (2<sup>nd</sup> Monday of the month) with the exception of March, July, and October when no meeting is scheduled. No changes or recommendations were made. M/S/P Joseph Williams/Edwina Turner to approve the 2021 Board Meeting calendar, Board approved.

**\*ELECTION OF BOARD OFFICERS FOR 2021:** Our current officers are: David Ranieri, Board Chair, Sherrell Terry, Vice Chair, and Sandra Gill, Secretary. It was recommended that our current slate of officers be re-elected for the coming year. M/S/P Edwina Turner/Damon Hoyte to (re)elect our current slate of officers for 2021, Board approved. As Ms. Terry and Ms. Gill were not in attendance, they will be informed of their re-election.

**GENOA PHARMACY TRANSITION UPDATE:** New Horizons Pharmacy became Genoa Pharmacy as of December 7, 2020. While there have been some growing pains, overall, the transition is going well. Upgrades to the IT system, telephones, inventory, and point of sale procedures should improve the customer's experience. Medication delivery is no longer available, but medications can be mailed directly to individuals. E-prescribing and patient assistance programs are available and prescriptions from Primary Care Physicians can also be filled for family members and employees. A Grand Opening is planned for early January.

**\* RESOLUTION TO ENTER INTO GEORGIA HOUSING FINANCE AUTHORITY PERMANENT SUPPORTIVE HOUSING GRANT: HARRIS COUNTY – INDIVIDUAL:** Approval to renew the Shelter Plus Care agreement for Harris County – Individual for September 2020 to August 2021 for \$73,872 is requested. M/S/P Edwina Turner/Joseph Williams to renew the agreement, Board approved.

**DBHDD CERTIFIED COMMUNITY BEHAVIORAL HEALTH CENTER INITIATIVE UPDATE:** Cyndy reported the assessment phase of CCBHC is moving along with the Gap Analysis and Readiness Assessment Tool completed and reviewed with MTM consultants. Overall, the consultants seemed pleased with the results as few changes were recommended. Phase 2 will be training and planning with implementation expected in 2022. DBHDD has staff participating in GACSB meetings to make the process go more smoothly. All CSBs may not be ready or capable of becoming a CCBHC. Updates will be provided to the Board as we learn more.

**DEVELOPMENT, MARKETING, AND PUBLIC RELATIONS UPDATE:** Susan reported to the Board on the following:

**Development:** Due to the uncertainty of the Covid pandemic, the Development Advisory Board will continue “Recovery Rocks” in 2021 with plans to bring back the Run 4 Recovery in 2022.

**Marketing:** #Free Your Feels is the DBHDD sponsored social media marketing tool that ties in well with the “It’s Ok to NOT Be Ok. It’s Not OK to Stay that way” messaging. This also fits in with continuing our Conversations of Courage around Suicide Prevention and Mental Health Awareness.

**Community/Public Relations:**

- New Horizons will send a team of volunteers to help with the holiday food give-away at the Civic Center on December 21.
- CSU Center for Excellence has received a grant to find out attitudes of individuals with mental illness towards getting the annual flu vaccine. They want to partner with us to conduct polls that protect individual's privacy while gathering the data they need.
- The Mayor's Commission on Re-entry, an established New Horizons' community partner, is applying for a SAMHSA grant and has asked New Horizons to provide a Letter of Commitment to the grant-funded program.

- The Development Office will be providing QPR Gatekeeper training in the upcoming weeks to the faculty and staff of the Chattahoochee County School District via Zoom. This training is part of the DBHDD Mental Health Awareness Training Program as well as the ChattCo Apex Project.
- New Horizons was able to assist the Stewart County Family Connection with a cash donation to help meet the needs of a family over the holidays. The family of five recently moved to the community and had very limited resources.

**COVID SURVEILLANCE REPORT/RAPID TESTING/VACCINE PLANS:** Andrea reported Covid-19 numbers are increasing throughout the country and encouraged everyone to stay vigilant in following the CDC guidelines. She presented the following numbers for our eight county area:

**Covid Numbers by County (per the GADPH):**

County	Covid Positive	Covid Deaths
Muscogee	7596	195
Harris	1044	28
Talbot	217	8
Chattahoochee	2099	2
Stewart	617	17
Randolph	357	30
Clay	132	3
Quitman	59	1

Rapid Testing kits have been made available to New Horizons through the local Health Department. While we do not want to duplicate services of other agencies, the tests are primarily designated for residential programs to use should individuals develop symptoms and require an immediate test after hours or on weekends. We have been fortunate not to have any outbreaks in our programs and want to continue this trend.

A survey has been submitted exploring the possibility of New Horizons administering the vaccine to individuals and staff. If we are selected and choose to participate, it will require extensive training, developing policies and procedures, following temperature guidelines, protocols, and adverse reaction treatment, as needed. With the exciting news this week of the vaccine’s approval and roll out of Operation Warp Speed, we are considering all options. Educating our staff and individuals on the benefits of the vaccine will also be helpful.

Andrea commended New Horizons staff for their vigilance in following guidelines and taking all precautions to keep our individuals as safe as possible.

**BOARD MEMBER REPORTS:** Board members shared information on how they, their families, and communities are managing the ongoing challenges of the pandemic. Social distancing, wearing masks, and limiting social gatherings have become our new normal. Board members relating their family member’s well-being, announcing new additions to their families, and excited about their children’s college options are heartwarming and so meaningful during this time of not seeing each other face to face.

**ANNOUNCEMENTS:** Board members, staff, and the Stewart County community were sad to learn of the passing of long-time Board member, Lawrence Young. Mr. Young turned 100 years old in August of this year and served on our Board for over 25 years. He was an amazing man who lived a purposeful life and had a positive impact on his family, his community, and New Horizons. Several Board members shared personal stories of Mr. Young and his influence as their principal, friend, mentor, and a visionary for South Georgia who worked for changes and progress in his community. Andrea read the following resolution she composed, on behalf of the Board, honoring Mr. Young's dedication, leadership, and faithful service that was sent to the funeral and his family, along with a floral arrangement:

**RESOLUTION HONORING NEW HORIZONS BEHAVIORAL HEALTH BOARD  
MEMBER LAWRENCE YOUNG**

WHEREAS, the members of New Horizons Behavioral Health Board of Directors were greatly saddened to learn of the passing of Lawrence Young, an exemplary public servant and human being; and

WHEREAS, Lawrence Young served as a board member from 1995 until his passing, having served over 25 years. He received the coveted Meritorious Service award as we celebrated his 95<sup>th</sup> birthday on that most joyous occasion; and

WHEREAS, We, the colleagues of Lawrence Young, want the family to know that we gather together with them to mourn the passing of a great man, who contributed much to the community and betterment of society; and

WHEREAS, during his illustrious tenure he worked tirelessly and enthusiastically to improve his county and region, successfully realizing his vision of helping others; and worked with diligence and vigor to achieve the goals of New Horizons; and

WHEREAS, Board Member Lawrence Young was the epitome of Southern grace, wisdom, charm, and hospitality; his charm and good nature are reflected in the lives of his children, grandchildren, and the entire family; and

WHEREAS, Board Member Lawrence Young's outgoing personality, sense of humor, infectious laugh, and spirit of true dedication to public service made him a beloved and respected figure throughout South Georgia; and

WHEREAS, Board Member Lawrence Young's passing leaves a void that will be difficult to fill; now, therefore, **BE IT RESOLVED BY THE** New Horizons Board of Directors, that we honor the memory of Lawrence Young, and express our condolences to the Young family on his passing.

Respectfully submitted on behalf of New Horizons Board of Directors by,  
Andrea Winston, CEO New Horizons Behavioral Health.  
December 10, 2020

**PUBLIC COMMENT:** No public comments were presented.

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Merry Christmas wishes and Happy New Year blessings were extended by Mr. Ranieri, Andrea, other Board members and staff along with expressions of appreciation for Christmas gifts that were sent to the Board.

**ADJOURNMENT:** There being no further business, M/S/P Joseph Williams/Damon Hoyte to adjourn the teleconference/meeting at 4:50 p.m., Board approved.

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David Ranieri  
Chairperson