



*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: October 9, 2023

Members Present: Damon Hoyte, Ed Harbison, Joseph Williams,  
Sandra Gill, Karen Johnson, and Linda McElroy

Members Excused: Nancy Schroeder, Edwina Turner, April Hughes,  
David Ranieri, and LaVerne Chaffin

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

**CALL TO ORDER:** The meeting was called to order by Board Chair Damon Hoyte at 3:34 p.m.  
A quorum was established at that time.

**RECOGNITION OF GUEST(S) ATTENDING TODAY'S MEETING:** Terry Edwards,  
Board Member candidate from Harris County and Executive Director of Harris County Family  
Connection.

**\* SECRETARY'S MINUTES (Approval of September 11, 2023 minutes):** M/S/P Joseph  
Williams/Ed Harbison to approve the September 11, 2023 minutes, Board approved.

**FINANCIAL REVIEW:** Susan reported August FY24 revenue was \$93,455 higher than revenue  
for August FY23. Medicaid Waiver, Medicaid Fees, and GIA Fee for Service are lower than  
budgeted. Federal Funds and Grant in Aid are significantly higher than budgeted. Salaries and  
benefits are significantly higher than budget while contract expense and building rent are  
significantly under budget. Adjustments may be made at mid-year budget review. August ended  
with a \$222,951 surplus and a year-to date surplus of \$356,954. This trend should continue in  
September, however, we predict a reduction in the monthly surplus for October.

August Financial KPI scores indicated Days Cash on Hand of 175, Current Ratio (Current Assets/Current Liabilities) of 1:23, and Days of Unreserved Net Assets (Total Assets/Total Daily Expenditures) of 169. Days of Unreserved Net Assets has dropped slightly due to an increase in Total Daily Expenditures to \$61,498 for August. Budget Analysts are gaining experience with their programs, with each assigned 20 programs for budget oversight. We are utilizing financial data to help Program Managers better control that aspect of their operations. Human Resources and Payroll are working on implementation of DATIS, a new software program to assist with managing their systems.

Andrea indicated that DBHDD has reported there is no new funding for CCBHC and the transition will not take place until July. This gap in implementation will have a financial impact on the agency and our goal is to maintain our cash reserves and, if necessary, cut back on staff and/or expenses.

**SUNSETTING OF GRANTS/NEW GRANT OPPORTUNITIES:** The majority of revenue generated at New Horizons is through billable services provided by various programs. The Revenue Acquisition Department (RAD) works directly with these programs. The Finance Department identifies trends, problems, and opportunities, but does not generate revenue. Grant Acquisition is a function of the Finance Department. Grants.gov sends email notices daily of funding opportunities across all federal agencies. The application cycle varies by the awarding agency. For example, SAMHSA typically announces Notice of Funding Opportunities in February/March with applications due in April/May. The goal of the Finance Department is to apply for a minimum of two SAMHSA grants during this funding cycle. The close out process is complete for two Federal Grant Programs, NEXUS and CMHC, that ended September 29. Personnel Action Forms were submitted to move payroll information from grant funds to other programs effective October 1. We are preparing for the close out process for CCBHC and will move payroll information for personnel effective December 1. Three grants recently applied for, SAMHSA CCBHC-PDI, SAMHSA GBHI, and BJA Connect & Protect, were not awarded.

**\*SHELTER PLUS CARE SUPPORT SERVICES:** New Horizons has been awarded \$25,000 in funding from the Georgia Department of Community Affairs to assist with the Permanent Supportive Housing Program in Harris County. This funding goes beyond the rental & utilities assistance in the PSH grant and helps with furniture, household items, damages, and other expenses necessary for the Families & Individuals in the PSH program to maintain housing stability. It is an expense-based reimbursement program. The Board is required to approve acceptance of the funding. M/S/P Joseph Williams/Ed Harbison to approve the funding, Board approved.

**\*FY24 CLINICAL PLAN:** The FY24 Clinical Plan, sent to Board members prior to today's meeting, outlines the agency's purpose and scope, history, population served, organization and services structure, and treatment philosophy/planning among many topics covered. Certified Community Behavioral Health Centers (CCBHC), Co-Responder Program, Assisted Outpatient Treatment (AOT) Pilot Program, Community Mental Health Center (CMHC), and CareLogic. Services were added to last year's plan. The FY24 plan only needed minor additions/revisions. M/S/P Ed Harbison/Joseph Williams to approve the FY24 Clinical Plan, Board approved.

**PRESENTATION: CRISIS DEBRIEFING TEAM:** Kenyetta reported that Critical Incident Stress Debriefing (CISB) is a specific, seven phase, small group, supportive crisis intervention process. It is just one of the many crisis intervention techniques which are included under the umbrella of a Critical Incident Stress Management (CISM) program. The CISD process does not constitute any form of psychotherapy and it should never be utilized as a substitute for psychotherapy. It is simply a supportive, crisis-focused discussion of a traumatic event (frequently called a “critical incident”). The CISD was developed exclusively for small, homogeneous groups who have encountered a powerful traumatic event with the goal of reduction of distress and restoration of group cohesion and unit performance. In other words, it is a structured, group story-telling process combined with practical information to normalize group member reactions to a critical incident and facilitate their recovery. It is led by a specially trained team of 2 to 4 people depending on the size of the group and attempts to enhance resistance to stress reactions, build resiliency or the ability to “bounce back” from a traumatic experience, and facilitate both recovery from traumatic stress and a return to normal, healthy functions. It is not a stand-alone process and should be linked to education, other interventions and support services, and referrals for professional care, if necessary. There are currently 15 members on the NHBH Crisis Debriefing Team that have been activated over the past few months to assist in Disaster Response related to hurricane evacuations, tragic car accidents resulting in deaths of high school students, and a 15-year old shot outside a recreation center. The team is available to staff, students, and the community affected by these traumatic events for the days and weeks they are needed.

**COMMISSIONER’S PRIORITIES:** Commissioner Kevin Tanner and his team visited New Horizons October 4th in conjunction with area visits to the State Hospital, Probate Court, and Mercer School of Medicine. Andrea highlighted the Commissioner’s proposed FY25 budget request increase items including supplementing the expiring Federal 988 grant, Mobile Crisis Response Services, Region 1 BHCC, Georgia Housing Voucher Program, Jail In Reach Pilot Programs, and Now and Comp Waivers for I/DD individuals. The FY25 budget request reductions include: Funds for State Contracted Beds, one time funds for homelessness outreach, reduction on Core Funding to reflect Utilization rates, one time gap funding for Psychiatric Residential Treatment facilities, and Information Technology savings. Rate studies for Behavioral Health and I/DD are being done and may be increased. Justice involved services currently are a big focus, but co-responder funding may not continue. With so many individuals in need of services, our numbers have not returned to pre-Covid levels. The Express Clinic initiative provides faster access to services with intake, nurse, and doctor visits all on the same day. Advertising the Express model on radio and getting the information out in the community could increase our numbers.

**DEVELOPMENT, MARKETING, & PUBLIC RELATIONS:** Chloe reported on recent events, the Quitman County Culture and Resource Fair and the Day Reporting Center Resource Fair, she attended, as well as monthly community partner meetings. She also highlighted Commissioner Tanner’s visit and a proclamation received to honor Direct Support Professionals Appreciation Week. Facebook, Instagram, and Constant Contact numbers are on the rise. Upcoming scheduled events are a Spookfest, Stewart County Story Book Walk, Muscogee County Police Department Town Hall, Goodwill Job Fair, Red Ribbon Week October 23<sup>rd</sup> - 27<sup>th</sup>, and Veteran’s First Aid Mental Health Training in November. Projects in the works include scheduling a motivational youth speaker for our Apex schools and implementing new and former Ability Projects for our I/DD programs.

**ANNOUNCEMENTS:**

The GACSB Leadership Conference is October 29<sup>th</sup> – 31<sup>st</sup> at Lake Lanier. Board Members should inform us this week if interested in attending.

There is no Board Meeting in November, the next meeting is December 11<sup>th</sup>.

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

**ADJOURNMENT:** At 4:53, M/S/P Joseph Williams/Ed Harbison to adjourn the meeting, Board approved.

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Damon Hoyte  
Chairperson

