



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

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**NEW HORIZONS BEHAVIORAL HEALTH  
BOARD OF DIRECTORS**

December 9, 2019                      Conference Room B – 3:30 p.m.

Members Present:                      David Ranieri, Joseph Williams, Damon Hoyte, Nancy Schroeder,  
Edwina Turner, April Hughes, Karen Johnson, LaVerne Chaffin,  
and Sandra Gill

Members Excused:                      Sherrell Terry, Ed Harbison, and Linda McElroy

Staff Present:                              Andrea Winston, Valerie Bowden, Lyn Campbell,  
Denise Wade, Kenyetta Plummer, Randall Newberry,  
Susan Gallagher, and Molly Jones

**CALL TO ORDER:**    The meeting was called to order at 3:30 p.m.    A quorum was established at that time.

**RECOGNITION OF GUEST(S) ATTENDING TODAY'S MEETING:** Mack Moye, Stewart County Manager, and New Horizons employees Gloria Mott and Renee Thomason joined the meeting later.

**\* SECRETARY'S MINUTES (Approval of September 9, 2019 minutes):** M/S/P Joseph Williams/Edwina Turner to approve the minutes of September 9, 2019 meeting, Board approved.

**FINANCIAL REVIEW:** Valerie reported we are still in the process of closing out the month of November and financials are presented through October. For the month of October, we had a surplus of \$4,422 with a year-to-date surplus of \$5,321 compared to a budget of \$36,995. We are running slightly behind budget and did not have any unusual items, but some of our revenue is delinquent. In order to receive reimbursement for services we provide, many things need to be completed and in place when a service is provided and a claim is submitted. These include current orders, authorizations, notes co-signed, correct units authorized, etc. If all of these are not in place, the billing goes on hold until everything is correct. When you experience staff turnover, focus on another critical item such as CARF, etc., the billing on hold amount tends to increase, which is what we have encountered in the previous few months. In order to address this, we have implemented a contest among programs called "Countdown to Zero" in an effort to bring the billing on hold amount down to zero. This contest will run through January 3<sup>rd</sup> with prizes provided to the winning programs. Days Cash on Hand at the end of November was 6.85 days.

Andrea called attention to a letter from DBHDD, that was included in Board member packets, indicating that due to State budget cuts it is recommended that Providers manage to the level of funding Maximum Reimbursement Limits, designated in current DBHDD contracts, as hard limits for this fiscal year and potentially into future periods. The letter went on to say that there is not currently an opportunity to provide increasing funding to support continued growth. Andrea emphasized that she could not recall DBHDD ever putting in writing that there was no funding to support growth or that there was no cushion if Providers exceed cap amounts. Supplemental funds that we had hoped to receive for transportation will not be available and we are unsure of any additional financial impact we may face.

**NEW CLINICAL DIRECTOR ANNOUNCEMENT:** We will soon bid farewell to Lyn Campbell, Clinical Director, who is retiring as of December 20<sup>th</sup>. Lyn has served in many roles at New Horizons during her thirty plus years as a dedicated, trusted employee. Lyn will surely be missed, but we are proud and excited to announce that Denise Wade McLeod is our new Clinical Director. She has been transitioning into her new position over the past few weeks. Board Members thanked Lyn for her long and faithful service to New Horizons and welcomed and congratulated Denise on her new position.

\* **CHILD AND ADULT FOOD PROGRAM PARTICIPATION – BRIGHT FROM THE START:** The CACFP federal program provides reimbursement for nutritious meals and snacks at our programs. M/S/P Edwina Turner/Joseph Williams to continue participation in the program, Board approved.

\* **2020 BOARD MEETING CALENDAR:** The 2020 Board Meeting Dates calendar was presented for Board review. The schedule is the same as 2019 other than a meeting is scheduled for November as the Veterans Day Holiday is on Wednesday next year which did not create a conflict. M/S/P Joseph Williams/Damon Hoyte to approve the 2020 Board Meeting Dates, Board approved.

\* **ELECTION OF OFFICERS FOR 2020:** Our current officers are: David Ranieri, Board Chair, Sherrell Terry, Vice Chair, and Sandra Gill, Secretary. It was recommended that our current officers be re-elected to serve another term. M/S/P Karen Johnson/Nancy Schroeder to (re)elect our current slate of officers for 2020, Board approved.

**SHELTER PLUS CARE UPDATE:** As we have discussed in previous meetings, finding a way to responsibly relinquish our Shelter Plus Care grants and keep the participants housed, will be a challenge. In reaching out to DCA to discuss our options, they indicated that the Continuum of Care grant is awarded based on units and cannot be reduced slowly (as we had recommended) or divided among agencies. With the grant end date of 2/29/20 fast approaching, we foresee no changes for the coming year, but will remain in talks with DCA and looking into the possibility of another agency applying for and/or taking over the grant. These are some of the tough decisions we face with budget cuts and looking more closely at programs that are costing the agency.

**MUSCOGEE PERSONAL CARE HOME REGULATIONS:** The City has become concerned about unlicensed, illegal personal care homes in Muscogee County, leading to increased oversight and stricter enforcement of Codes and Regulations. Several New Horizons employees attended a meeting recently with City officials. It was brought to our attention that New Horizons staff had placed individuals in homes that are not licensed and payments are being made to the homes by New Horizons Payee program. While these homes are not operated by New Horizons, it appeared that we were partnering or had a relationship with the homes, which was not the case. Ms. Winston attended an Environmental Court hearing and explained our role to the Judge. It was agreed that we would remove all individuals from unlicensed/illegal homes and relocate them, and would not place individuals in these homes in the future. Additional code violations cited by the City Fire Marshal will result in shutting down three apartments housing Developmentally Disabled individuals. Other homes we operate will be brought into compliance with City codes and regulations.

**GACSB EDUCATIONAL EXCHANGE:** The annual exchange was held in October at Callaway Gardens. Andrea thanked Board members who were able to attend the event. All reported they enjoyed the exchange and the information presented. One presentation, Practices that Produce Exceptional Nonprofit Boards, was of special interest to attendees and will be further reviewed in a future Board meeting.

**ANNOUNCEMENTS:** Board members thanked outgoing Clinical Director Lyn Campbell for her many years of dedicated service to the agency and the impact she has had on the individuals we serve.

Three Board members, Karen Johnson, April Hughes, and David Ranieri, have been reappointed by the County Commissioners/City Council from their counties for three year terms until 2022. The Harris County Board seat is vacant. Elected officials serving on the Board are: Ed Harbison, Damon Hoyte, and Joseph Williams. We appreciate the dedicated service to New Horizons from all Board Members.

The January Board meeting will be held in the Board Room as Conference Room B was not available.

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

**ADJOURNMENT:** There being no further business, M/S/P Edwina Turner/Joseph Williams to adjourn the meeting at 4:12 p.m., Board approved.

**HOLIDAY RECEPTION:** Board Members enjoyed refreshments, fellowship, fun, and games after the meeting and received Christmas gifts.



David Ranieri  
Chairperson