

# Georgia Association of Training, Employment, and Supports

Board of Directors Meeting

April 25, 2014

President Keith Kennedy called the meeting to order at 10 a.m. The meeting was held at the Center for the Visually Impaired at 739 West Peachtree Street, Atlanta, GA 30308

## BOARD members present included:

Anisio Correia  
Cheryl Cornett  
Ralph Donaldson  
Keith Kennedy  
Becky Ketts  
Leigh McIntosh  
Brenda Pollen  
Lynn Smith  
Sheila Zipf

## Other GATES members and Guests present:

Angelica Figueroa  
Charles Hall  
Shawn Pursley  
Dawn Randolph  
Fontaine Huey, Center for the Visually Impaired  
Carol Ann Fields, Goodwill Industries of Southern GA

## Call to Order/Approval of Agenda:

President Kennedy commenced the Board of Directors meeting and reviewed the agenda for the day. Mr. Kennedy called for the approval of the Minutes. Anisio Correia made a motion to approve, Becky Ketts seconded, and the Minutes were approved by the BOARD.

Mr. Kennedy introduced Ms. Fontaine Huey, CEO of Center for the Visually Impaired. Ms. Huey gave a brief introduction of herself and an update on the activities at CVI.

Mr. Kennedy announced Ms. Leigh McIntosh had been nominated to fill the board member position for Post 5 which had become vacant due to Kim Cantrell leaving Goodwill of the Southern Rivers. Sheila Zipf motioned to approve the nomination, Anisio Correia seconded the motion, and the BOARD approved the appointment of Ms. McIntosh.

## Finance Committee Report:

Ralph Donaldson, Lynn Smith and Charles Hall met via conference call to discuss updates regarding the GATES financial reports. Charles Hall led the discussion and presented the summary report for the GATES Statement of Operations in which showed a Y-T-D net loss of (-\$41,591) due to business loss being experienced by GISN which has affected their revenue in comparison to the budget. GEPS is doing very well and had a net gain, as of 3/31/14, of \$7,472.30. GEPS products sales had a good profit in March. The GATES Statement of Operations, for the month of March, had a positive net gain of \$12,133.

Due to the generated revenue of GEPS, Mr. Hall is hopeful that the GATES finances will be positive by the end of FY2014. However, with regard to GISN, the finances will be in the negative, but not far from projected budget. There has been an increase in referrals from the State and the last three payrolls have been over \$100,000 for each period. It is hopeful that GATES finances, as a whole, will be in the black by end of FY14. As of 3/31/14, the total equity is \$641,988.62 and total assets is \$1.3 million.

Anisio Correia motioned to approve the Finance Committee report. Becky Ketts seconded the motion. The finance report was approved by the BOARD as written.

### **GISN and Georgia Enterprises:**

Mr. Shawn Pursley provided a report to the BOARD on GISN and GEPS. GISN has performed several marketing efforts with the goal of increasing revenue. Some of the promotions that were executed included creating refrigerator magnets, obtaining a new table banner and producing a tri-fold brochure showcasing the sign language interpreting services it offers. Furthermore, GISN has participated in a government procurement expo at Atlanta's America's Mart and attended a small reverse trade show where several state colleges were present. GISN has also updated its Facebook and Twitter accounts as well as provided information to its social media followers so as to maintain an active presence. GISN researched many of its assignments to review which clients have been utilizing its services vs those who have not so as to reach out to these customers. As a result, phone calls, email distribution and client visits occurred leading to the attainment of a new assignment.

As for GEPS, Mr. Pursley attended the SUPRA event which was educational and will be returning in June for a smaller meeting. GEPS continues to register with the local counties and cities within Georgia to open up a market. GEPS participated in an Athens-Clark bid and were awarded to be on the vendor's list. In addition, GEPS is preparing to submit a bid to MARTA for landscaping services.

With regard to the GVRA grant, the goal of GEPS is to submit 4 bids per month and obtain 6 new contracts for FY14, yet the actual average has been 3 bids per month and 21 new contracts within the fiscal year. Moreover, GEPS has a goal of 50 new contract opportunities per quarter to go out to the CRPs in which GEPS is actually averaging 20 new opportunities. Likewise, GEPS' goal measurement is 36 contracts, although the organization is actually up to 52 contracts. In terms of the marketing plan, due to the GVRA grant, GEPS is meeting and exceeding the bid goals in which it has added new products, Angelica Figueroa continues to execute marketing efforts and Gabriel Bruce at New Ventures has been completing telemarketing work. GEPS has also increased its presence in many expos. GEPS is going to attend a networking conference in Gwinnett County, will distribute a new eblast, has visited with agencies and has continued to participate in pre-bids.

### **GVRA:**

President Kennedy requested the BOARD to provide updates regarding the CRPs. It was discussed that contracts for FY15 will be sent to all of the CRPs and the amounts will be the same as last year. The FY15 contracts will be distributed on or before July 1, 2015. The BOARD discussed some of the functions that CRPs have been experiencing in reference to the new

system GRACI. Questions were generated as a result of the obstacles encountered when utilizing GRACI. Mr. Kennedy recommended that the BOARD forward those questions to him in which he plans to pass along to Greg Schmieg to make him aware of these issues.

Additionally, the BOARD discussed the surplus of money VR will need to spend before the end of FY14. It was recommended that CRP staff trainings on specialty areas such as behavioral health (autism), veterans, transitions, customized employment and other areas would be a good idea in terms of submitting to Greg Schmieg the cost for a subject expert trainer and location. Board members are also encouraged to attend these trainings. It was understood that both CRP staff and VR counselors could participate together.

In addition to the specialty area trainings, a leadership summit was discussed for GVRA and GATES CRP leadership to part take together so as to re-build and strengthen the partnership of both parties. VR counselors are not understanding the functions of CRPs and this forum will allow for counselors and CRP leadership members to develop a solid collaboration as well as implement a strategic plan in serving individuals in need within the community. A third party facilitator would lead the leadership summit. Doug Wilson would be a possible facilitator to execute the training. GATES BOARD has agreed to further discuss possible dates to present to Mr. Schmieg to expedite the scheduling of the leadership summit.

**Legislative:**

Dawn Randolph presented an update to the BOARD on legislative affairs and focused on the FY15 budget in regards to the funding needed for GVRA. Ms. Randolph had a meeting with Greg Schmieg in which she advised him to request that the \$8.2 million dollars that is needed for funding GVRA be included on Governor Deal's budget for 2015. Since it is election year, Ms. Randolph recommended that the CRPs welcome the electoral nominees from the House and the Senate to visit their facilities so that they can see the importance of needing their help in obtaining much needed funding for the CRP programs.

Charles Hall and Cheryl Cornett both recommended that each CRP keep track of which individuals from the Governor's office come to visit the CRP facilities. Ms. Randolph advised the BOARD that specific individuals from the House Budget and State Budget Offices be given an invitation to participate in the tours of the CRP locations. Mr. Hall suggested that GATES coordinate transportation (i.e. a van or small bus) to transport the visitors among the participating facilities so that their visits can occur on the same day and their travel be convenient. Separate invitations would be given individually to the House and to the Senate offices.

Ms. Randolph also discussed Medicaid expansion in which a portion of the funding for BHDD will go to GVRA. This will enable GVRA to service clients with mental health issues as well as receive matched funding from the federal government.

**GATES Annual Meeting/Discussion:**

President Kennedy led the discussion about the upcoming GATES annual meeting. It was decided that the date (originally set for July 13<sup>th</sup>) would be July 25<sup>th</sup> and would occur at Goodwill Industries in Augusta. Mr. Kennedy will host the meeting and asked Cheryl Cornett if she would like to invite Mike Pryor to come as a guest to speak with the BOARD about GRA and GATES working together.

**NEW BUSINESS:**

GATES needs the BOARD's approval to continue to be the central non-profit agency for the State Use Council. President Kennedy requested motions to approve; Cheryl Cornett made first motion and Anisio Correia made the second. The BOARD unanimously voted for GATES to approve the central non-profit agency contract. President Kennedy requested Charles Hall to sign the contract on behalf of GATES.

There being no other business and announcements to come before the BOARD, the meeting was adjourned at 1:40 P.M. The next quarterly BOARD meeting is scheduled to be in conjunction with the Annual Meeting on Friday, July 25<sup>th</sup>.

Minutes submitted by:

Paula Phillips, Secretary, GATES Board of Directors

Minutes prepared by:

Angelica Figueroa, GATES Administrative Assistant