

# Georgia Association of Training, Employment, and Supports

Board of Directors Meeting

October 25, 2013

President Keith Kennedy called the meeting to order at 10 a.m. The meeting was held at Tommy Nobis Works at 1480 Bells Ferry Road, Marietta, GA.

## BOARD members present included:

Kim Cantrell  
Myndi Hoffman (for Cheryl Cornett)  
Keith Kennedy  
Becky Ketts  
Paula Phillips  
Lynn Smith  
Sheila Zipf

## Other GATES members and Guests present:

Angelica Figueroa  
Charles Hall  
Shawn Pursley  
Dawn Randolph  
Connie Kirk

## Call to Order/Approval of Agenda:

President Keith Kennedy commenced the Board of Directors meeting and reviewed the agenda for the day. Charles Hall introduced Angelica Figueroa, the newest GATES staff member at the Atlanta office, to the BOARD. Mr. Kennedy called for the approval of the Minutes. Kim Cantrell motioned to approve the Minutes, Becky Ketts seconded, and the Minutes were approved by the BOARD.

## Finance Committee Report:

Kim Cantrell and Charles Hall stated that the committee reviewed the audit and in early September released it to the State Use Council in time for their meeting that occurred later in the month. The committee had a conference call with the auditor and there were no issues with the report. Keith Kennedy called for the approval of the FY 2013 audit. Becky Ketts motioned to approve the audit and Paula Phillips seconded, the Audit was approved as written.

The Finance Committee reviewed the 990 filing and recommended the Board approve it. Keith Kennedy called for Board approval of the 990 filing. Paula Phillips motioned to the approval and Becky Ketts seconded, the filing of the 990 was approved.

Charles Hall presented the financial reports. The summary report for the GATES statement of operations showed a Y-T-D net loss of (-\$39,967). The Board discussed the details of each of the operating units.

## Proposed Budget FY14:

The Finance Committee recommended the BOARD approve the budget without an increase in the management fee. Sheila Zipf motioned to approve the budget and Becky Ketts seconded, the Budget FY14 was approved.

Kim Cantrell announced that she is leaving Goodwill at the end of January 2014 and a new individual will need to be appointed to fulfill her position as Treasurer. Mr. Kennedy expressed his and the BOARD's appreciation of the service Ms. Cantrell had performed as Treasurer. Mr. Kennedy will ask the Executive Board to nominate the next BOARD Treasurer. This will be resolved before the next BOARD meeting.

**Georgia Enterprises:**

Shawn Pursley reported that the recent State Use Council meeting approved new drug testing kits. Under heavy request, spice cannabis was added to the drug testing kits and included on the products list. GEPS also substituted a few alcohol tests and lowered some prices. There will be a condensing of selected product codes and some of the product descriptions will be re-alphabetized for the catalog in which the target is November 1<sup>st</sup> for the changes to go public.

GEPS has proceeded with its marketing efforts to sell more products and services throughout Georgia. Angelica Figueroa has been executing marketing efforts, in unison with New Ventures, in submitting GEPS applications for its registration with several Georgia counties in order for them to do business with GEPS. Some of the counties have included, Fulton, DeKalb, Gwinnett, Cobb and more will continue to be registered.

The GEPS website is still in the process of being updated and as soon as it is completed, there will be an e-blast sent of graphics and marketing materials which will happen more regularly.

With regard to the contract status report, the State-wide contract for temporary staffing is being worked on by GEPS in partnership with Goodwill (Goodwill of NY in particular). Mr. Pursley stated that every contract due for renewal is going to renew with GEPS except for the DOD contracts which are being put out for bidding. All new products have been approved and it was recommended to Mr. Pursley that surveys need to be distributed again.

Mr. Hall mentioned that three new State Use Council members were appointed.

**GVRA:**

Mr. Kennedy stated that some members of the BOARD met with Greg Schmiege at Vocational Rehab to discuss issues so as to create opportunities for people with disabilities to be seen by counselors and not merely placed on a waiting list. Additionally, Mr. Kennedy mentioned that he spoke with Mr. Schmiege about the possibility of service providers collaborating with VR to allow a VR counselor or staff member to co-locate at the service provider's facility. To consolidate and budget trim, the recommendation to Mr. Schmiege was to cross-utilize resources between VR and the service providers and that some of the CRPs might contact him to offer this opportunity. Becky Ketts distributed to the BOARD the VR list of accomplishments that she received from GVRA.

Mr. Kennedy asked the Efficiency Committee to provide the BOARD with an update. From the most recent meeting with GVRA, it was discussed that Mr. Schmieg wants Shadow Contracts with three CRPs to be started and in place by November 1<sup>st</sup>. Yet, there has been no urgency on the side of GVRA to execute these contracts. The Shadow Contracts could all be the same or all be different and would run alongside the normal contracts so it would serve as a test and not replace the usual contracts. However, the effort slowed down. Its issue of half day and whole day billing was also discussed. Instead of doing shadow contracts, why not look at historical data and simply provide that information so that there is no need to wait months to gather information in order to present. Additionally, GVRA has a program that it is looking to roll out called GRACIE in January 2014. GRACIE can help make processes run more efficiently at GVRA. The Efficiency Committee was told that they would have access to GRACIE so that they can upload their reports, enter notes, and execute billings, among other functions.

#### **Legislative:**

Dawn Randolph gave a presentation to the BOARD with regard to the development of a message brochure for GVRA to be seen by the public and by legislature. The brochure focuses on Georgia's Economic Recovery and Growth which includes employment for citizens with disabilities. "GVRA is good for business" is the top line message that was derived from focus groups' meetings. These brochures will be given to legislature in preparation for Greg Schmieg's meeting with Governor Deal in early December.

Mr. Hall stated that the Executive Committee recommended a legislative committee be created among the Board of Directors. The committee had been formed and produced five goals to be executed before end of year. Goals 1 and 2 were a survey in which Mr. Hall distributed among the BOARD asking that members forward to their CRP executive officers and other associates to determine if they have a relationship with the Governor and legislators so as to inform them of the economic benefit of fully funding the VR program in Georgia. Goal 3 was a one pager insert developed by GATES to provide information about the CRPs and how they collectively contributed to the Georgia economy. Goal 4 was a request to GATES members to contact local legislators to schedule meetings in which would enable them to visit their facilities and discuss the need for fully funding GVRA. Goal 5 was with regard to GATES staff identifying key legislative leaders that GATES members could reach out to during the legislative session. Kim Cantrell motioned to approve the Legislative Plan and Becky Ketts seconded, the Legislative Plan was approved by the BOARD.

#### **GATES Management:**

Mr. Hall discussed the Client Satisfaction Survey that was distributed to the BOARD and completed by the directors. This is an annual survey that is provided to the BOARD regarding the management of the GATES association. This year, the survey reflected ASG as meeting or exceeding GATES expectations of its management.

#### **Calendar:**

There being no other business and announcements to come before the BOARD, the meeting was adjourned at 1:40 P.M. The next BOARD meeting is scheduled for Thursday, January 30, 2014 in Columbus GA.

Respectfully submitted,

Paula Phillips, Secretary  
GATES Board of Directors