

# Georgia Association of Training, Employment, and Supports

## Board of Directors Quarterly Meeting

Easterseals Middle Georgia

604 Kellam Road

Dublin, Georgia

February 2, 2018

### BOARD Members present included:

Lynn Smith  
Shelia Zipf  
Carrie Edwards  
Tricia Llewellyn

Dave Ward  
Leigh McIntosh  
Myndi Kuhlmann

### Other GATES Members & Guests present:

Charles Hall  
Shawn Pursley  
Rebecca Masic (via conference call)  
April Smith  
Dawn Randolph (via conference call)  
Joy Duncan (via conference call)  
Robert Couey  
Ken Carswell  
Joel Crockey  
Marcus McBride

### I. Call to Order & Approval of Agenda

A quorum of the membership was established. President Smith commenced the Board of Directors meeting at 10:00 a.m. and reviewed the agenda.

### II. Approval of Board Minutes

President Smith called for the approval of the November 3, 2017 Minutes. The Minutes were approved by the BOARD as recorded and emailed.

### III. Committee Updates:

#### Financial:

Charles Hall, GATES CEO provided an in-depth financial report with the following highlights:

- A. Due to Keith Powell's retirement in December, Sheila Zipf will fill in as Treasurer until replacement appointment at the Annual meeting in June 2018.
- B. Hall reviewed the Second Quarter financials. All GATES operations is in the black for operations as a whole, due to increase in GEPS products and services usage as well as GISN being up in revenue.

- C. Total expenses are under budget at this time.
- D. GASP is in a negative due to prorating and accruals.

**V. Committee Programs Reports:**

**Georgia Interpreting Service (GISN),**

April Smith provided due to employee workload and demands, GISN is trying a new structure within that includes staff rotation and “on-call” work along with software changes has provided efficiencies and effectiveness on assignment coordination and collaboration. April stated GISN has seen an increase in services to higher education entities.

**Georgia Enterprises (GEPS),**

Shawn Pursley provided a summary report to the BOARD regarding GEPS which included the ‘Service Contracts Report’. Awaiting service contract award response from several bids. Currently GEPS has 24 service contracts, with a few pending and average loss of 33%. Shawn continued with a review of the operational plan. Averaging 7 bids per quarter. New Ventures has picked up batteries for the state procurement list.

**Government Affairs/Legislative Update,**

Dawn Randolph joined the meeting via conference call and provided an update on government affairs going into election season.

**Other GATES related discussion,**

- **CRP Reporting** – the Board discussed the need for on consolidated reporting document. Upon which the Task Force will review and provide a ‘skills gain’ definition and measurement to add to the current CRP reporting document. It was determined a Task Force would on the referral matrix report and another Task Force would work on a Skill Gain measurement. The goal for completion was late February.
- **Newsletter** – The Board was informed that GVRA is now distributing the CRP Connector and a recommendation was made to include data collected from the CRP report on the front of the newsletter. R. Masic made a call for success stories of GATES members CRP securing employment for clients and/or for community program promotion events.

**VI. New Business:**

The BOARD discussed the growing need for better CRP collaboration with GVRA. In addition, the BOARD addressed concerns around collection of STEP analytic and skills gain measurements in preparation for GVRA data requests. A request was made for the Skills Gain Task Force to have a preliminary measurement by the end of February.

With regard to meeting with GVRA, Myndi Kuhlmann volunteered to contact Dale Arnold and coordinate a meeting with appropriate GVRA staff as soon as possible.

Bobby Dodd announce it has merged with AADD (All About Developmental Disabilities). Following the transition, AADD will be known as Bobby Dodd Institute.

**VII. Future meetings:**

There being no other business and announcements to come before the BOARD, the meeting was adjourned. The next quarterly Board of Directors meeting is scheduled for April 27, 2018 and location TBD. Confirmation to follow.

Respectively Submitted,

Leigh McIntosh  
Secretary of the Board

Minutes prepared by  
Rebecca Masic,  
Director of Operations, GATES