

# Georgia Association of Training, Employment and Supports

## Board of Directors Quarterly Meeting

April 22, 2022

At Tommy Nobis Center and via Zoom

### Board members present:

Dave Ward  
Mike Wilson  
Lynn Smith  
Leigh Mcintosh  
Joel Prawucki  
Myndi Kuhlmann Pryor  
Leah Pontani

### Other GATES Members and Guests:

John McCain  
Kimberleigh Moore-Willis  
Caitlin Hyatt  
Dawn Randolph  
Shawn Pursley

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

A quorum of the Board membership was established. President Ward commenced the Board of Directors Meeting at 10:01 AM with a welcome to everyone. All Board members and guests introduced themselves. A motion was made and seconded for the approval of the meeting agenda. The agenda was approved as presented.

#### II. Approval of Board Minutes

Dave Ward called approval of January 28, 2022, minutes. One change was proposed to the minutes, Sheila Pierce should have been added to the attendance list. A motion was made and seconded for the approval of the minutes with the proposed change. The minutes were approved as presented.

#### III. Program Updates

##### Finance Committee

Mike Wilson, Treasurer, and the Finance Committee met on April 20th to review the March financials.

Caitlin Hyatt provided an overview of the March 31<sup>st</sup>, 2022, financials. Year to date, GATES net income is (-\$37,053), which is less than the budget projection of \$35,743 and (-\$6,318) worse than the net loss on 3/31/2021 of (-\$30,735).

For GISN, the year-to-date net loss of (-\$42,207) is (-\$39,854) more than the projected net loss of \$2353 as of 3/31/2022. YTD net loss was worse than the FY21 net loss of (-\$41,506). A&I income is especially low, and while our other revenue sources (from public institutions and private business) are picking up, it still isn't enough. The Finance Committee met yesterday (Wed. 4/20) and was presented with two solutions:

1. Reduce the level of service starting in May. ASG can reduce the management fee from \$16,058 to \$12,000. This would be an \$8,116 reduction in expenses for GISN. We (ASG) would determine what this means for the staffing we have currently (two assignment coordinators, and Caitlin Hyatt as needed). The service to customers and follow up with interpreters may be delayed, but it would help reduce the expenses.
2. Keep things as is until the new fiscal year – July 1. May and early June tend to be heavy in terms of assignments before summer slows things down. We could then identify what GISN looks like moving into FY23.

The Finance Committee recommended option 2, keeping things as is until the new fiscal year starts (July 1). Leigh moved to go with option 2, and Lynn seconded. The Board voted and the motion passed.

GEPS YTD net revenue is \$16,521 which is less than the budget projection of \$25,066, and the \$31,522 for March of 2021. Product sales continue to perform at less than budgeted levels and are lower than FY21. However, service contracts continue to exceed budget and the FY21 numbers.

#### **Establishment of the Annual Meeting**

The current date for the Annual Meeting is set for June 10<sup>th</sup>, which is a conflict. The bylaws call for meeting to be held in June or by another time dictated by the Board of Directors.

Resolution to hold the Annual Business Meeting and Board Meeting on July 22. Mike Wilson moved, and Lynn Smith seconded, and the resolution was passed.

#### **Government Affairs/Legislative Update**

Dawn Randolph provided an update the session that just concluded. GATES advocated for a line item for the FY23 budget, but the budget only included funds to restore priority categories 2 and 3. There are a lot of changes coming up with the election, and GATES members should continue to communicate with their legislators about the need to support individuals with disabilities and their barriers to employment.

#### **GEPS – State Use Program Report**

Shawn Pursley gave an update on the State Use Operational Plan along with the GEPS service contracts. The total number of current contracts for FY 22 is at 24. Also of note, Charles Smith is stepping down as Chairman of the State Use Council in June.

#### **State Use Council Nominations**

Caitlin provided an overview of the missing appointments on the State Use Council, and asked that the GATES Board and membership consider offering up a proposed appointment to one of the vacancies. To date we have received two suggestions from BDI. One of which

will be eligible for consideration in June. We'd love to schedule a time with the appointment secretary for the Governor once the elections finalize.

#### **GISN Operations Update**

Caitlin Hyatt gave an overview of GISN's revenue sources over the past three years. A&I income has declined significantly. To negate the negative impacts, GISN is looking to increase rates for all sources (outside of Atlanta Public Schools) by October 1, 2022. GATES Board members also offered up solutions such as having a flyer or text to share in their newsletters or social media regarding GISN's service offerings. Caitlin will work to follow up on this.

#### **Organizational Updates**

Members went around the table and provided updates on their operations.

### **IV. New Business**

#### **Appointment of the Nominating Committee**

Lynn Smith agreed to Chair the Committee. Two or three additional members need to be added. Larry Gluth and Joel Prawucki were also appointed to the Committee. Here are the open spots on the Board after this June:

-Director Post 1, Meredith Champagne with Goodwill of Southeast GA, who filled in for a vacancy that had one year left on the term. This post is eligible for a three-year term (new term begins).

-Director Post 5, Leah Pontani with Goodwill of Middle GA and the CSRA. She was filling in for a term that had three years left. That would mean Leah either agrees to stay on to complete the term (6/30/2024), or another person must be identified.

#### **Approval of the State Use Council / CNA Contract & Approval of the State Use Council CNA/DOAS/SUC Contract**

As with each year, we need to approve the contract that designates GATES as the Central Non-Profit Agency for the State Use Council. We need a motion to approve the contract as presented.

Additionally, we also need to approve the updated contract between the State Use Council, Department of Administrative Services and GATES as the Central Non-Profit Agency (CNA). We need a motion to approve the contract as presented.

Mike motioned to approve both contracts as presented, and Leigh seconded the motion. The motion was approved.

There being no further business to come before the Board, the meeting was adjourned at 12:05 PM.

Respectfully Submitted,

Joel Prawucki,  
Secretary of the Board

Minutes prepared by,  
Catlin Hyatt, CEO, GATES