

Georgia Association of Training, Employment and Support, Inc.

Board of Directors Meeting Minutes

Friday, October 25, 2024

10:00 AM

Goodwill of Southern Rivers & via Zoom

Board Members Present:

Myndi Kuhlmann
Tricia Konan
Debbyn Milligan
Mike Wilson
Joel Prawucki
Leigh McIntosh
Sheri Coleman

Other GATES Members and Guests

Kimberleigh Moore-Willis
Chris Wells - GVRA
Jeff Allen - GVRA
Caitlin Hyatt
Jared Thomas
Shawn Pursley

I. Call to Order & Approval of Agenda

A quorum of the Board membership was established. Vice President Mike Wilson commenced the Board of Directors Meeting at 10:02 AM with a welcome to everyone. A motion was made and seconded for the approval of the meeting agenda. The agenda was approved as presented.

II. GVRA Update from Chris Wells

Director Wells provided an update on what is happening at GVRA and answered questions from the group. The major focus of the discussion was the new case management system and hiring of new counselors. GATES agreed to provide feedback on what they would like to see in the new case management system to GVRA in the next two weeks.

III. Approval of July 26, 2024 Board Minutes

Vice President Wilson called for the approval of July 26, 2024, minutes. A motion was made and seconded for the approval of the minutes. The minutes were approved as presented.

IV. Committee Reports/Updates:

Finance Committee Report

John McCain, Treasurer, and the Finance Committee met to review the FY24 Audit and the Form 990 with the CPA on September 23rd. Additionally, the committee met to review the September 2024 financials on Friday, October 18. The committee recommended the acceptance of the FY24 Audit and approval of Form 990 for filing. The motion was seconded and the FY24 Audit and the filing of Form 990 was approved.

Caitlin Hyatt, GATES CEO, then provided a detailed review of the GATES financials as of September 30, 2024. For the month of September, GATES experienced a loss of -\$30,913, which broke down to -\$2,446 for GASP, -\$19,268 for GEPS, and -\$9,199 for GISN. GEPS' loss was due to lower-than-expected service sales and the increased expense for the \$12,500 management fee that was paid to ASG. That fee was to cover FY24 expenses, but since the books were closed, it had to hit in September. GASP has received lower than expected membership dues so far in FY25 and therefore has a loss. GISN continues to feel the pain from the loss of the Atlanta Public Schools assignments, as well as

assignments from Atlanta Area School for the Deaf. Year-to-date, GATES is at \$1,445, GASP is at -\$10,442, GEPS is at \$36,883, and GISN is at -\$25,017.

Finally, the line of credit is up for renewal as of 10/31/2024. This is mainly used as a resource when payroll is high and invoices from customers have not been received yet. It is always paid off before the end of the year and never is for more than we are billing. A motion was made to renew the line of credit with Caitlin Hyatt remaining as a signer on the account. The motion was seconded, and the motion passed unanimously.

Organizational Updates

The various CRPs in attendance provided updates on what is happening at their organizations. Additionally, the group reaffirmed the need to continue to improve the implementation of school assignments and Pre-ETS delivery for the next year, along with a renewed focus on adult services.

Legislative Update

Jared Thomas provided an update of what has transpired since the last Board meeting. GVRA's budget looks good, and they did get extra funding to support 40 counselors and an increase in counselor pay. His goal is to be in constant contact and collaboration with GVRA to keep a "running tally" of new hires and develop an internal system that will allow GATES to measure the progress on counselor hires from a year-to-year basis. Additionally, GVRA will be focused over the course of the next year on procuring a new case management system and will likely reach out to GATES members for input. Thomas reminded GATES members of the ability to work with him to bring a legislator to their respective districts to visit with the CRPs.

Georgia Interpreting Services Network (GISN)

Caitlin Hyatt referred people to the report in the Board packet and provided updates on the strategies for identifying new revenue streams for GISN.

Georgia Enterprises Report

Shawn Pursley referred to the reports on the service contract status and the FY25 operational plan for GEPS.

V. New Business

Programs/Grants Other Opportunities

Hyatt asked the group for input on additional grant opportunities or other means to add to membership benefits.

VI. Old Business

Hyatt provided an update on the status of the State Use Council CNA contract and the CNA/DOAS/SUC contracts. These have been extended again until January 2025, with the hope that the new agreements will be signed then.

There being no further business to come before the Board the meeting was adjourned at 11:56 am.

The next quarterly Board of Directors meeting is scheduled for January 31st at Tommy Nobis Center.

Respectively Submitted,

Joel Prawucki,
Secretary of the Board

Minutes prepared by,

A handwritten signature in black ink that reads "Caitlin Hyatt". The script is fluid and cursive, with the first name "Caitlin" and last name "Hyatt" clearly distinguishable.

Caitlin Hyatt
CEO, GATES