

**Clayton Community Service Board  
Business Meeting  
Minutes**

March 17, 2015

**Present:** NaJeeba Butler-Via Teleconference, Birney Bowmaster, An'Cel Davis Patricia Schmidt, Martin Thompson, Dr. Aundria Cheever, & Angela Jackson.

**Absent:** Dr. Alieka Anderson, Terrica Redfield Ganzy, Bryan Flowers, & Bryan Flowers.

**I. Call to Order/Welcome**

Mr. Bowmaster called the meeting to order at 5:35 P.M.

**II. Invocation**

Dr. Cheever led the invocation.

**III. Public Comments**

There were no public comments.

**IV. Business**

**A. Approval of Agenda**

**1. Additions of Agenda**

There were no additions to the agenda.

**Adoption of Agenda**

Ms. Schmidt made the motion to approve the agenda and was seconded by Mr. Davis and carried was unanimously.

**B. Approval of Minutes**

A motion was made by Mr. Davis to approve the January 20, 2015 minutes and was seconded by Ms. Schmidt and carried was unanimously.

**C. 501c3 Corporation**

Dr. Cheever reported that Clayton Center has paid the Secretary of State's bill for the continuance as an organization in Georgia.

**D. CARF.....Approved for 3 year Accreditation**

Dr. Cheever reported that due to the tremendous effort from the staff and the tremendous leadership of Tiffany Tom-Johnson and Almita Hornsby-Hogue, Clayton Center was able to complete the CARF Accreditation for 3 years.

**E. APS Audit Results.....March 4, 2015**

Dr. Cheever reported that the results were down 3 points from the state's average and 2 points from the last survey. Dr. Cheever reported that the scores dropped due to the new transition into Electronic Health Records.

**F. Child, Youth Adults, & Families Program Manager...Christanne Mayer & Dr. Harriette Green**

Dr. Cheever introduced Dr. Christanne Mayer, the new program manager for the CYAF program to the board members. Dr. Mayer conducted an oral presentation to the board members. Dr. Cheever also informed the members about Dr. Harriette Green.

**G. Hepatitis C Testing....Drop-In Center**

Dr. Cheever requested the approval from the board members for Clayton Center to enter in agreement with Imagine Hope to provide Hepatitis C testing at the Drop in Center. Ms. Schmidt made the motion for the approval and Mr. Thompson seconded and was carried unanimously.

**H. School System Proposal....Update**

Dr. Cheever requested the approval from the board members for Clayton Center to enter in agreement with Clayton County School System to provide services for children within the school system. Ms. Schmidt made the motion for the approval and Mr. Thompson seconded and was carried unanimously.

**I. School-Based Mental Health Grant Initiative (Georgia Apex Project)**

Dr. Cheever requested the approval from the board members for Clayton Center to enter in agreement with the DBHDD's GA Apex Project (GAP) to provide services for children within the school system. Ms. Schmidt made the motion for approval and Mr. Thompson seconded and was carried unanimously.

**J. Juvenile Court Diversion Program...Waiting Outcome**

Dr. Cheever reported that she submitted an application for the Juvenile Court Diversion Program Grant and is awaiting the outcome.

**K. Light Early Treatment Program...Waiting Outcome**

Dr. Cheever reported that she submitted an application for the Light Early Treatment Program and is awaiting the outcome.

**L. Georgia Association of Community Service Boards...Annual Retreat & Spring Fling**

Dr. Cheever requested the approval from the board members to allow her to bring 10 individuals to the Spring Fling Conference in June. Mr. Davis made the motion for approval and Mr. Thompson seconded and was carried unanimously. Dr. Cheever, NaJeebah Butler, Birney Bowmaster, and Priscilla Schmidt will be attending the Annual Retreat in May.

**V. Reports**

**A. Chief Financial Officer**

Angela Jackson gave a detailed revenue and expense report with Key Performance Indicators and distributed handouts to the board members. SEE ATTACHMENT.

**B. Chief Executive Officer**

Dr. Aundria Cheever presented detailed report that included updates on new and existing employees, employee vacancy rate, payroll, programs & services, KPIs, Strategic Plan, applications for funding, and distributed handouts to the board members. SEE ATTACHMENT.

**VI. Executive Session**

There was no executive session conducted at this meeting.

**VII. Adjournment**

Ms. Schmidt motioned for the meeting to be adjourned. Mr. Davis seconded the motion and was carried unanimously. Meeting was adjourned at 6:45 P.M.

Submitted by:

  
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Marva Richards, Administrative Assistant  
Clayton Center Community Service Board

Approved by:

  
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Nafeebah Butler, Chairperson  
Clayton Center Community Service Board

cc: Clayton Community Service Board Members  
Clayton County Board of Commissioners