

AAWA Board of Directors
Minutes
November 17, 2016
5:15 – 6:15 PM
Location: AAWA Board Room

Board Members Attending: Crystal Lovorn, Marty Barrett, Deborah Tucker

Call In: Lauren Wilson, Cynthia Tyler, Linda Harris

Not Attending: Bill Taylor

Staff Attending: Vicki Hicks Turnage, Crystal Lawley

Board Members Absence: Wilson Green, Virginia Rogers, Shelly Edwards, Barbara Patrick, Vernita Garriott

- The meeting was called to order by Lauren Wilson
- September 22nd minutes and October 27 minutes approved. Motion Marty Barrett
2nd Cynthia Tyler
- Committee Reports
 - Executive Committee Report
 - Review of Financial Reports
- Executive Director's Report
 - Report Attached
- Financial Reports
 - Financial Statement through September 2016
- New Business
 - Basics Assurance plan and progress was reviewed with Board.
 - The plan and progress enables the agency and the state to monitor our internal processes for standards compliance
 - Staff Retention Plan and progress was reviewed with Board
 - Policy & Procedures were reviewed with Board
 - No Changes made since December 2015.
 - Changes in the organizational chart will be made in January when all new staff are in place
 - Changes in case management is also in process pending receipt of all standard operational procedures from DMH.
 - A proposed amendment to pay time off was reviewed
Board will be table until January's meeting to decide whether or not to approve.

- Old Business
 - Financial statement does not include billing from October complete due to glitches ub Therapt and ADISIS
 - Request made for Board members to suggest nominees for Tuscaloosa and Northport vacancies.
 - An actuarial study has been requested from the State Retirement System to determine the feasibility of agency

- Actions Needed:
 - Basic Assurance Plan/Update Approved: Motion Deborah Tucker 2nd Marty Barrett Approved
 - Staff Retention Plan/Update Approved: Motion Deborah Tucker 2nd Marty Barrett
 - Policy and Procedures Updates Approved: Motion Deborah Tucker 2nd Crystal Lovorn Approved

- Committees
 - Executive Committee
 - December 9th, 2016 Board Meeting/Annual Christmas Party with Staff

- Next Board Meeting
 - December 9th, 2016 11:00-12:00 Board Meeting/Annual Christmas Party with Staff
 - (Attend in person)

Motion to Adjourn: Lauren Wilson

Minutes prepared by:

Crystal Lawley 1/26/17
 Crystal Lawley Administrative Assistant Date

Reviewed by:

Vicki Hicks Turnage 1/26/17
 Vicki Hicks Turnage Executive Director Date

Minutes Approved By:

Barbara Patrick 1/26/17
 Barbara Patrick Secretary Date