

DEKALB
CSB
Mental Health, Developmental Disabilities & Addiction Services
"Helping to Make Brighter Tomorrows"

February 1, 2018

Nicole Simms
Antwyn Brown
Office of the Chief of Staff
DeKalb County Government
Manuel J. Maloof Center
1300 Commerce Drive, 6th Floor
Decatur, GA 30030

RE: Appointment for Membership on the DeKalb Community Service Board

Dear Ms. Simms and Mr. Brown:

Mr. David Sibley, former DeKalb CSB Board member, resigned on May 23, 2016. The current three-year term for the board membership that he held expires June 30, 2018. OCGA § 37-2-6(b) authorizes county governing authorities to make appointments to community service boards. OCGA § 37-2-6(h) provides for a vacancy to be filled in the same manner as the original appointment.

During the 2006 session of the Georgia General Assembly, legislation (HB 1223) was passed and subsequently signed into law by Governor Perdue that removes the Board of Health from the nominations process for appointment to the DeKalb Community Service Board effective July 1, 2006.

Therefore, the DeKalb Community Service Board recommends Mr. Jeffrey Taylor for appointment to Position #2 of the DeKalb Community Service Board. Mr. Taylor of 4427 Lakeside Trail, Lithonia, GA 30038, represents the African American community and has an interest in addictive diseases issues.

Your consideration of this request is most appreciated. Please call me if you have any questions.

Sincerely,



Joseph R. Bona, M.D.
Chief Executive Officer

cc: Members, DeKalb County Board of Commissioners
Members, DeKalb Community Service Board



Office of the Chief Executive Officer • Eleanor L. Richardson Health Center •
445 Winn Way • Decatur, GA 30030
(404) 508-7963 • Fax: (404) 508-7795
Mailing Address: P.O. Box 1648 • Decatur, Georgia 30031



APPLICATION FOR NOMINATION FOR APPOINTMENT TO THE
DEKALB COMMUNITY SERVICE BOARD

Name: <u>Jeff Taylor</u>		E-mail address: <u>jeff.taylor@dekalbcsb.org</u>	
Address: <u>4427 Lakeside Trail</u> <u>Lithonia, GA 30038</u>		Telephone Numbers: Home: _____ Mobile: <u>770-593-1500</u> Office: <u>404-298-3250</u>	
County of Residence: DeKalb		Date of Birth: (MM/DD/YY) _____	
Gender: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Social Security #: _____	
Race: <input type="checkbox"/> Hispanic or Latino <input checked="" type="checkbox"/> Not Hispanic or Latino			
Ethnicity: (check all that apply): <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input checked="" type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Other (specify) _____			
Service Interest (check all that apply): <input checked="" type="checkbox"/> Mental Health <input checked="" type="checkbox"/> Developmental Disabilities <input checked="" type="checkbox"/> Substance Abuse		Potential Category of Membership (check all that apply): <input type="checkbox"/> Consumer <input type="checkbox"/> Family Member of a Consumer (<i>applies if any member of your family has a mental illness, substance use disorder, or is developmentally disabled</i>) <input checked="" type="checkbox"/> Other (<i>advocate, interested citizen, elected official, healthcare professional</i>)	
Occupation: <u>CEO Oakhurst Medical Centers</u>			
Potential Conflict of Interest: Are you a board member or employee of an organization that contracts with the DeKalb CSB, the GA Depts. of BHDD, DHS or DCH to provide healthcare services? Are you an employee of the DeKalb CSB or DeKalb Board of Health? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If yes, please indicate agency, organization or group _____ If yes, would you be willing to resign from Board membership or employment in order to accept nomination for appointment to the DeKalb Community Service Board. <input type="checkbox"/> Yes <input type="checkbox"/> No			
Reason(s) for interest in serving on the DeKalb Community Service Board. Please include any relevant experience or skills which would contribute to the operations of the Board (use reverse side if needed). <u>My on-going interest to better serve the population of DeKalb County and to improve the overall health of all those who reside therein.</u>			
Are you willing to serve on the following affiliated entities that support the programs and operations of the DeKalb CSB?			
DeKalb CSB Auxiliary <input type="checkbox"/> Yes <input type="checkbox"/> No	Brighter DeKalb Foundation <input type="checkbox"/> Yes <input type="checkbox"/> No	DeKalb CSB Volunteer Corp <input type="checkbox"/> Yes <input type="checkbox"/> No	

BOARD MEMBERSHIP ELIGIBILITY QUESTIONNAIRE

1. Are you a member of the Department of Behavioral Health and Developmental Disabilities (DBHDD) Regional Planning Board which serves the region in which the DeKalb Community Service Board (CSB) is located? [O.C.G.A. 37-2-6 (b)(5)(A)(i)]
 YES NO

2. Have you served a full term or more on a DBHDD Regional Planning Board within the last two years? [O.C.G.A. 37-2-6 (b)(5)(B)]
 YES NO

3. Are you an employee or board member of a public or private entity which contracts with DBHDD to provide mental health, developmental disabilities, and addictive diseases services within the community service board area served by the DeKalb CSB? [O.C.G.A. 37-2-6 (b)(5)(A)(ii)]
 YES NO

4. Are you an employee of the DeKalb CSB or employee or board member of any private or public group, organization, or service provider which contracts with or receives funds from the DeKalb CSB? [O.C.G.A. 37-2-6 (b)(5)(A)(iii)]
 YES NO

5. Are you a former employee of the DeKalb CSB whose employment status was active within the last 2 years from the signature date of this board membership eligibility attestation? [O.C.G.A. 37-2-6 (b)(5)(A)(iv)]
 YES NO

6. Is your spouse, parent, child or sibling a board member or employee of the DeKalb CSB? [O.C.G.A. 37-2-6 (b)(5)(B)]
 YES NO

7. Are you an employee of DBHDD or a county board of health? [O.C.G.A. 37-2-6 (b)(5)(B)]
 YES NO

8. Are you an employee or board member of DBHDD, the Department of Human Services, the Department of Public Health, or the Department of Community Health? [O.C.G.A. 37-2-6 (b)(5)(B)]
 YES NO

ATTESTATION

To the best of my knowledge, the responses to the above inquiries accurately reflect the current employment and/ or board service status for me and all applicable family members.

Board Applicant's Signature: _____ 

Date: 11/29/18

NOTE: A response of "YES" to any of the inquiries above indicates ineligibility for board service with the DeKalb Community Service Board.

Return Application to: DeKalb Community Service Board
Chief Executive Officer
445 Winn Way
Decatur, Georgia 30030



Jeffrey Q. Taylor, CPA
4427 Lakeside Trail
Lithonia, GA 30038
(770) 593-1500
jefftaylor@bellsouth.net

EXECUTIVE SUMMARY

A results-oriented self-starter with highly developed leadership, process, problem-solving, and decision-making skills. A recognized leader with over 20 years progressive experience in all phases of financial planning, compliance and budgeting, with the previous eight years focused in a non-profit environment. Demonstrated ability to lead an organization, and a nine-member board of directors through strategic development, planning and execution of the organization mission and vision by utilizing a collaborative approach.

- Grants Management
- Board Presentations
- Change Management
- Fiscal Budgeting
- Debt Reduction
- Strategic Planning
- Business Negotiations
- Team Building

SUMMARY OF EXPERIENCE

OAKHURST MEDICAL CENTERS, INC

(a primary health care clinic)

2005-present

CHIEF EXECUTIVE OFFICER

Responsible for overall operations and strategic vision of the organization. Developed strategies and implemented the plan to improve operations. Meets with the board monthly to present the status of business strategy implementation, clinical services, financials and productivity. Assisted the providers in determining their specific role in helping the organization meet its financial objectives.

- Managed a successful turnaround for an organization on the brink of closure and bankruptcy by streamlining operations and introducing new profitable revenue sources;
- Negotiated managed care contracts with Medicaid HMO's, delivering significant additional working capital to the organization;
- Tripled revenue within 5 years
- Increased patient volume by 80% in 5 years
- Generated operating surplus seven consecutive years after five consecutive years of losses.
- Negotiated with State Medicaid to advance funds delivering a cash infusion that was critical in delivering on the strategic plan;

- Cut debt in half through vendor negotiations, increased collections and by properly managing grant activities;
- Successfully negotiated a pharmacy contract that doubled revenues.
- Increased access to health care by providing patient transportation and establishing a provider incentive program which delivered a 10% increase in patients each year.
- Increased the current ratio from .2 to 3.5
- Sustained Joint Commission accreditation through 3 reviews
- Sustained cash reserves of 3 months operations
- Increased productivity by 10% with the same staff by streamlining operations and improving patient flow.

SOUTHSIDE MEDICAL CENTER, INC

(a primary health care clinic)

2000-2005

CHIEF FINANCIAL OFFICER

Responsibilities include the preparation and analysis of quarterly consolidated financial statements and monthly cash flow reports; A-133 audit preparation; Medicaid and Medicare cost reimbursement reports; accounts payable, payroll and accounts receivable (billing); fiscal budgeting and forecasting; cash management, federal and city grants management; assists in decision making process of opening new health care sites and the implementation of such openings; makes operational evaluations and decisions regarding the flow of information and instrumental in increased operational efficiency and effectiveness; negotiations of settlements with vendors for reduced costs; evaluation and reporting of costs per patient visit; provide financial advice and knowledge to the finance group; develop, plan and evaluate new and existing programs; develop and monitor collaborative practices; direct compliance with government agencies, supervise 30 employees.

- Increased cash collections by 20% through outsourcing of the billing function on fewer patient visits;
- Successfully negotiated cash settlements with Medicaid;
- Prepared a business proposal for financing of a new facility, delivering a new building within 2 years using tax-exempt bond financing;
- Revamped financial department for better efficiency and productivity while increasing support to internal customers/functions;

- Increased patient visits 15% by revising and monitoring scheduling functions.
- Worked as a team member with all departments to assist the Chief Executive Officer in operations due to the lack of a Chief Operating Officer

PAI INDUSTRIES, INC., SUWANEE, GA

(a distributor of heavy duty truck parts)

1997 – 2000

CONTROLLER

Responsibilities included the preparation of quarterly consolidated financial statements; job costing; supervision of MIS, accounts payable, payroll and accounts receivable; tax accounting; fiscal budgeting; forecasting; cash management.

- Developed internal processes and procedures to increase the flow of information within the company.
- Began the implementation process to help company focus on better technology and improved efficiency, thereby making employees more productive
- Analyzed and reported variances that improved the company's bottom line.

KATO SPRING OF GEORGIA, INC., DULUTH, GA

(a precision steel manufacturer)

1990 - 1997

CONTROLLER

Responsibilities include the closing of monthly financial statements; cost accounting; supervision of MIS, accounts payable, payroll and accounts receivable; tax accounting; fiscal budgeting; forecasting; cash management; 401k retirement accounting and planning.

- Prepared a business plan that included marketing, management and financial strategies to help redirect the company.
- Implemented a new accounting and costing system and developed the MRP II system.
- Revised the administration of the 401(k) plan and its cost structure
- Initiated the redesign of the computer network system to better utilize its capabilities.

DELOITTE & TOUCHE, ATLANTA, GA
(a large public accounting firm)
1987-1990

SENIOR ACCOUNTANT

Responsibilities included the auditing of financial statements of banking, manufacturing, not-for-profit, communications and real estate companies; preparation of Lotus 1-2-3 schedules; supervision of audit staff; and financial reporting.

EDUCATION

GEORGIA STATE UNIVERSITY, ATLANTA, GA
BBA Degree (Accounting)
March 1987

MEMBERSHIPS

President, Georgia Association for Primary Health Care
President-elect, Georgia Association for Primary Health Care
Treasurer, Georgia Association for Primary Health Care
Chair, Georgia Association for Primary Health Care CFO's
Chair, Choice Healthcare Network Finance Committee
Member, DeKalb Community Service Board Advisory Council
Board Member, Atlanta Area Health Education Center
Board Member, Emory Institutional Review Board
Board Member, APS Healthcare Advisory Council
Board Member, DeKalb for Seniors, Inc.
Treasurer, Atlanta Community Access Coalition

REFERENCES

Supplied upon request



COMPOSITION OF THE DEKALB COMMUNITY SERVICE BOARD

This is to certify that the following persons are members of the DeKalb Community Service Board duly appointed by the governing authority of DeKalb County, Georgia, in accordance with the provisions of O.C.G.A. §37-2-6.

1	André Moorer 2439 Harmony Ridge Court Lithonia, GA 30058 (H) 770-316-8422 (W) 678-619-1170 Term Expires: June 30, 2019	5	Alecea Quintyne 4711 Saint James Way Decatur, GA 30035 (W) 678-691-2891 (C) 678-463-4499 BOARD VICE-CHAIRPERSON CSB ASSOCIATION REP * Term Expires: June 30, 2020	9	Joan Gage 738 Hillmont Avenue Decatur, GA 30030 (C) 989-359-2370 Term Expires: June 30, 2019
2	Vacant Term Expires: June 30, 2018	6	Jim Towhey 3191 Galangale Way Doraville, GA 30340 (H) 77-496-0056 (C) 404-388-5249 Term Expires: June 30, 2020	10	Vacant Term Expires: Term In Office
3	Rosemarie Nelson 2460 Andrew Jackson Drive Clarkston, GA 30021 (H) 404-296-5670 (C) 404-502--2090 (W) 404-652-8356 Term Expires: June 30, 2019	7	Charles L. Martin 2018 Mason Mill Road Decatur, GA 30033 (H) 404-370-1542 (W) 404-373-3116 Term Expires: June 30, 2020	11	Vacant Term Expires: Term In Office
4	Meredith McCoyd 115 Huron Street Decatur, GA 30030 (C) 404-272-6362 Term Expires: June 30, 2019	8	John Bushfield 1792 Wilshire Lane Decatur, GA 30033 (H) 404-321-6922 (W) 404-248-6231 (C) 678-923-2283 BOARD CHAIRPERSON * Term Expires: June 30, 2019	12	Debra DeBerry Clerk of Superior Court 556 North McDonough Street Decatur, GA 30030 404-371-2025 Term Expires: Term In Office

Appointed Positions 1, 4, 6, and 8 are filled by consumers or family members of consumers.

Appointed Positions 1, 3, 5 and 12 are filled by African-Americans.

Appointed Positions 4, 6, 7, 8 and 9 are filled by Caucasian-Americans.

Appointed Positions 1, 2, 3, and 4 represent mental health interests.

Appointed Positions 5, 6, 7 and 8 represent developmental disabilities interests.

Appointed Positions 9, 10, 11 and 12 represent addictive diseases interests.

* Denotes elected officer of the Board.

Joseph R. Bona, M.D.
Chief Executive Officer and Secretary
DeKalb Community Service Board

DEKALB COMMUNITY SERVICE BOARD

**BOARD MEMBER COMPOSITION WORKSHEET
JANUARY 2018**

BOARD POSITION NO.	DISABILITY ASSIGNED	INCUMBENT	ETHNICITY	SEX	CONSUMER/FAMILY MEMBER	EXPIRATION DATE OF CURRENT TERM	OCCUPATION
1	MH	André Moorer	AA	M	Yes	6/30/2019	Hospitality Partner
2	MH	Vacant				6/30/2018	
3	MH	Rosemarie Nelson	AA	F	No	6/30/2019	Business Consultant
4	DD	Meredith McCoyd	W	F	Yes	6/30/2016	Pharmaceutical Sales (Retired)
5	DD	Alecea Quintyne	AA	F	No	6/30/2017	IT Professional
6	DD	James Towhey	W	M	Yes	6/30/2017	
7	AD	Charles Martin	W	M	No	6/30/2017	Attorney
8	AD	John Bushfield	W	M	Yes	6/30/2019	Executive Consultant
9	AD	Joan Gage	W	F	No	6/30/2019	Speech-Language Pathologist

ELECTED OR APPOINTED OFFICIALS DESIGNATED BY THE COUNTY GOVERNING AUTHORITY

10	N/A	Vacant			N/A		
11	N/A	Vacant			N/A		
12	N/A	Debra DeBerry	AA	F	N/A	Elected Term	Elected Official

Pro Forma Board Composition Summary & Comparison to 2015 Census Data for DeKalb County

	2010 Census	Census Target	DeKalb CSB Actual
Ethnicity:			
White	33.3%	4.0	6
African American	54.3%	6.0	5
Hispanic Latino	9.8%	0.9	0
Other	2.6%	0.1	0
	100%	11.0	11.0
Gender:			
Female	52.1%	5.8	5
Male	47.9%	5.2	6
	100%	11.0	11.0
	State Statute	Statute Target Minimum	DeKalb CSB Actual
Consumer/Family Member:			
Yes	50%	4.5	4
No	50%	4.5	4
	100%	9.0	8.0