

NORTHWESTERN COUNSELING & SUPPORT SERVICES  
107 FISHER POND ROAD  
ST. ALBANS VT 05478

## BOARD OF DIRECTORS MEETING MINUTES

**OCTOBER 3, 2018**

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**Present:** Sara Kittell, David MacCallum, Jason Minor, David Hutchinson, Carl Rosenquist, Betty Charron, Ken Gagne, Jim McMillan, Tony Treanor, Jeff Moreau, Anjanette Watson

**Excused:** Elaine Carpenter, Dan Thompson, Angela Poirier, Jesse Bugbee

**Staff:** Emily Richards, Todd Bauman, Tim Gallagan, Steve Broer, Joe Halko, Stacey Remillard, Kim McClellan

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**Minutes received and meeting called to order by Jim McMillan at 5:45pm.**

**Motion was made to approve previous minutes by David Hutchinson. Second by Anjanette Watson. All in favor.**

### **Executive Director Report**

Housing keeping item, forms that need to be filled out each year, were handed out and asked to be turned in to Emily before everyone left the meeting.

The staff were all given 60<sup>th</sup> anniversary items and we wanted to share with you as well. It was a way to celebrate our birthday.

We are negotiating with the state for the success beyond 6 dollars which is the money we get to partner with schools, the state was trying to tighten these budgets but we put in a proposal and they funded us in full. They have put some reporting restrictions on it the money.

COE (Center of Excellence) Review was just completed. All 16 agencies worked with Jason's team to come up with the standards for Centers of Excellence. A team of 3 people came and spent all day with us and our committee. The next step is it will go back to Jason's teams for a blind review. Call out to Kim's team and all the great things that are happening. We also got a lot of good praise on how well we are embedded in primary care offices. DMH is paying close attention to this process and are going to be using some of these measures for payment reform. We let the directors take a step back and let the team leaders take charge and it went very well. Jim wanted to give Kim and her team a thank you for being able to put our great things into words.

Last month we talked about how we have a nurse leaving. We are in the interviewing process and we do need board approval for the salary.

**Motion to enter executive session made by Tony Treanor, Second by Jason Minor. All in favor.**

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**Motion made to exit executive session was made by Kenny Gagne. Second by Sara Kittell. All in favor.**

**Motion was made to authorize the admiration to hire a Psychiatric Nurse Practitioner with a salary of up to \$110000 was made by Carl Rosenquist. Second by Kenny Gagne. All in Favor.**

**Motion was made to authorize the admiration to hire; preferable a child psychiatrist but a psychiatrist would be sufficient with a salary of up to \$225000 was made by Carl Rosenquist. Second by David Hutchinson. All in Favor.**

We have signed our contract with Netsmart. It has 3 pieces that we went with; very strong interoperability which will improve the outcomes. It also gives us the data analytics that will help us be able to show the value of what we do. Kim has been interracial in this process. Tim has been putting dollars away to help pay for this.

Tim is presenting a resolution to the board to take \$427057 out of the capital account to pay the first invoice from Netsmart.

There is a talk with the state about a 50/50 match and if we do get that we will replenish the funds

**Motion to approve the resolution related to the payment of the invoice for Netsmart was made by Jeff Moreau. Second by Kenny Gagne. All in Favor.**

### **Financial Report**

KBS was here for two days and it went smoothly and we aren't expecting anything to come up.

Fiscal Year 2019 started with a (\$955,695 loss through August 31, 2018. This is within the expected range of the performance for the first two months of a new fiscal year.

State is working on the payment reform and latest is that they are working on a bundle and the DA's will be reviewing this.

DHVA informed us that ABS will be subjected to new payment forms. It was part of IFS and will impact our staff based on there being more reporting requirements.

The Burns & Associates cost survey was completed. We calculated that 115 NCSS staff spent 439 hours at a cost of \$28600 to complete.

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Meet with Notch CFO and we are looking at the current contract. We are at a lost at the moment but are working on flipping that.

**Executive Board Report**

Todd has been the ED for just over a year. So Jim will be sending out an email to all the board members and divisions directors with a review to be done. There will be a hard copy and electronic copy so you can do the review privately if you would like.

**New Business**

Kenny brought the fact that it is hard for him to get in to Jeff's for the Holiday meeting so if we can be looking for him to offer help he would appreciate it.

**Motion to adjourn was made by Carl Rosenquist. Second by Betty Charron at 6:34pm.  
All in favor.**

Minutes recorded by:  
Emily Richards  
Executive Coordinator