

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

BOARD OF DIRECTORS MEETING MINUTES

OCTOBER 7, 2020

Present: Sara Kittell, Jim McMillan, Jason Minor, Carl Rosenquist, Anjanette Watson, David MacCallum, Meg Marshall, Angela Poirier, David Hutchinson, Jeff Moreau, Meg Marshall, Tony Treanor, Elaine Carpenter, Rob Hirss,

Excused: Dan Thompson, Betty Charron,

Staff: Emily Richards, Todd Bauman, Kim McClellan, Steve Broer, Stacey Remillard, Joe Halko, Sam Thomas

Minutes received and meeting called to order by Jim McMillan at 5:35pm.

Motion was made to approve September minutes as presented by Carl Rosenquist. Second by David Hutchinson. All in favor.

Executive Director Report and Financial Report

FY20 financial report, we do believe we will end the year with a slight gain and as in the past we want to give this back to staff. Once we have a plan for a wage action we will need a board vote. We may need to pull a quick meeting together depending on the time but we can use the annual meeting if we need too.

FY21 Budget will give a slight increase over last year's budget. We are projecting to have a 49 million budget for FY21. The budget remains about the same for the Children's division with a slight increase in Behavioral health and Developmental Services.

Motion was made to approve the FY21 budget as presented by Carl Rosenquist. Second by Sara Kittell. All in Favor

We wanted to give the board an update on the CFO position update. We have 2 great candidates which is a very positive place to be. One of the jobs of the board is to approve any salaries above \$100,000.

Motion to move in to executive session with staff staying present by Rob Hirss. Second by Tony Treanor. All in favor.

Motion to move out of executive session made by Carl Rosenquist. Second by Rob Hirss. All in favor.

Motion to approve the salary for the CFO position as discussed in executive session by Jeff Moreau. Second by Carl Rosenquist. All in favor.

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Dr. Mooney's last day is October 31st. Dr. Steve Sobel is interested in make a lateral move back into the director's position. He is interviewing with the standing committees next week. If that goes well we will offer him the position. There will be no overlap in the position he would start on November 1st.

We do a Strategic Plan every three years. Our current plan ends this year so we are moving forward and updating the plan to reflect the changes. We will hopefully have the printed version out by January.

Due to unforeseen circumstances, we did have to close a community program that has been run by the behavioral health division. It was based on special funding and the sad passing of one of the clients who had become a family member to the staff. We are working to move the four positions that are being effected and we are working hard to move them into different positions to keep them part of our agency.

Our next meeting is our annual meeting and we have landed on the decisions that we should stick with a zoom structure. We are going to try to keep with tradition and stability. We will present our one percent and community partner awards.

NMC has selected their new CEO. Dr. French will be moving to VT and joining the team this fall. We are looking forward to welcoming him to our community as we orient him to our local health care network.

The Board asked for an update on staff layoffs. Almost everyone who was laid off as part of our agency COVID response has been recalled. We worked very hard to find meaningful positions that matched individual skillsets. A few staff still remain laid off and we will continue to look for opportunities for them to return to work in a meaningful way that aligns with their credentials and skills.

Motion to adjourn was made by Carl Rosenquest . Second by Tony Treanor. All in favor.

Meeting adjourn at 6:25pm

Minutes recorded by:

Emily Richards

Executive Coordinator