

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

BOARD OF DIRECTORS MEETING MINUTES

JUNE 5, 2019

Present: Sara Kittell, Angela Poirier, Rob Hirss, : Elaine Carpenter Anjanette Watson, Dan Thompson, Jason Minor, Tony Treanor, , Carl Rosenquist, Jim McMillan, Jeff Moreau , David MacCallum (Non Board Member)

Excused : Ken Gagne

Staff: Emily Richards, Todd Bauman, Tim Gallagan, Danielle Lindley, Joe Halko, Steve Broer

Minutes received and meeting called to order by Jim McMillan at 5:47pm.

There is was a spelling error in the May minutes.

Dan Thompson made a motion to approve the minutes with suggested change. Rob Hirrs second. All in favor.

Executive Director Report

We did a BFA panel presentation that went very well. It is a great way to spark an interested in our agency and jobs here in the future. As well as breaking down the STIGMA. They also did one of the “Here for you” shows that Joe does. The question was asked, why the tech center vs the rest of the school. It is the tech center because it is a human service track that the school offers and it fits very nicely there.

Onsite job fair is tomorrow from 3pm -6pm we will be offering onsite interviews.

Bayview Program – We have closed on our new building on Lower Newton Rd. It is a two bed crisis program but has the ability to expand into a four bed program. There is already a set up in the building to help us see clients after hours to help keep them out of the ER. We will have renovations will be done before our lease at the current location ends. The question was asked, Is there any play to make it a 3 bed program and ask the hospital pay for the 4th? That is something we can certainly try for.

UEMR – we are starting the implementation phase. We are looking at our work flows and building them. There are 4 agencies that are on this path with us. We were hoping to have North East Kingdom join but they have said no. Clara Martin has said they want join us. Coming together as 4 is hard, but we have a process in place.

Night of the Arts – It was the 18th year that the BH team and Steve’s Teams sponsor. It is a platform for our clients to showcase their talents. Everyone should go next year if they have a chance.

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Financial Report

FY19 – Gain a little over 4% The EMR and Payment reform has started to hit the budget. We are finishing the year at about 2% which is a little higher than we have been in the past, this is due to a little strategic planning.

Motion to enter into executive session was made by Tony Treanor. Second by Elaine Carpenter. All in Favor. All staff present was allowed to stay.

Motion to exit executive session was made by Carl Rosenquist. Second by Elaine Carpenter. All in favor

Motion to approve the wage action discusses in excusive session to be payed out by September. 15th made by Dan Thompson. Second by Carl Rosenquist. All in Favor

FY20 budget– Tim planned to bring to meeting tonight to be approved. Our budget is due to the state on June 30th, but we have not gotten what we need from the state yet. We will be calling an executive committee meeting to get approval on the budget before we submitted. We will invite the whole board but will just use the executive committee as our quorum for the vote. Per our bylaws the executive committee can act as the board in this situation.

We historically do not have board meetings over the summer to allow for family time and vacations. We discussed the potential value of continuing to meet over the summer along with the potential risk of limited participation due to summer family activities. We agreed to pull together an Executive Committee meeting as needed, but also inviting the full Board to participate in the Executive Committee meeting to assure board involvement and perspective.

Executive Board Report

New Business

Can we invite Nic and Cooper to a board meeting so Nic can talk about what he is going? Yes.

Angela would like to thank Joe for sending the email updates.

Motion to adjourn was made by Jason Minor. Second by Angela Poirier. All in Favor

Meeting adjourn at 6:41pm

Minutes recorded by:

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Emily Richards
Executive Coordinator