

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

BOARD OF DIRECTORS MEETING MINUTES

JUNE 6, 2018

Present: Sara Kittell, David MacCallum, Angela Poier, Jason Minor, Jesse Bugbee, David Hutchinson, Carl Rosenquist, Betty Charron, Ken Gagne, Anjanette Watson, Dan Thompson, Jim McMillan, Tony Treanor

Excused: Jeff Moreau, Elaine Carpenter

Staff: Emily Richards, Todd Bauman, Tim Gallagan, Steve Broer, Joe Halko, Danielle Lindley, Stacey Remillard, Kathy Brown, Sierra Jewett (Intern)

Minutes received and meeting called to order by Jim McMillan at 5:41pm.

Motion was made to approve previous minutes by Dan Thompson. Second by David MacCallum . All in favor.

Executive Director Report

Sierra Jewett is a student at Northern Vermont University; she is an intern in HR for the summer.

Jim suggested we go into executive session to discuss two different items;
Dan Thompson made the motion to go into executive session. Carl Rosenquist 2nd.
All present staff stayed in the room but Sierra Jewett left.

The Executive Committee request of the board that NCSS give a onetime bonus of up to \$900 that will be prorated and based on longevity.

Motion made to entertain a onetime up to \$900 bonus to be determined by Todd and Tim, with the amount defined by Aug 15th was made by Dan Thompson. Second by David MacCallum. All in Favor.

The 2nd request is a onetime 403B retirement savings account contribution of up to 2% per eligible employee. In the executive committee meeting we talked about what this can do to our staff's wellness as a community including their financial wellness. To get the 2% the employees will need to meet our plans eligibility, which means they have been with us for a year or have 1000 hours. This is in addition to our existing 3% contribution structure.

Motion made to authorize the onetime contribution to 403B of up to 2% with the defined amount determined by August 15th was made by Carl Rosenquist. Second by Jessie Bugbee. All in Favor.

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The question was raised as to, does this mean we have a surplus in our budget, we can't carry money over from year to year. But we can't really increase salaries. If we increase salaries we are committed for the years to come and we can't count on that.

Motion made to exit executive session by Kenny Gagne. Second by Dan Thompson. All in Favor.

Steve was recognized for his work locally and state wide with suicide awareness.

Kenny Gange attended the Voices for Choices Conference. He said it was the biggest conference we ever had, there was over 600 people. The break out session was about owning your own home and was very good.

Jesse told us the Supreme Court has issued a commission on wellness, they do not have any connection to DA's. He is wondering who within NCSS he can talk to about de-stigmatizing this process – Todd can be point person for him.

Jesse said a little thank you to Carl and Tony for their service, since it was Memorial Day a week ago.

Financials

Tim showed some slides about how we are doing in comparison to other DA's. We are doing well. There are some DA's that have numbers that are slightly better than ours but, we are doing very well. The state wants all DA's to finish the year between 1 and 2%, we are headed in a great direction for that. We are showing some growth and not all DA's are. The state targets 90 days for cash on hand, and say that 60 days is inadequate. We have been above 90 days, so we are in good shape in regards to that. Hospitals tend to be much higher when it comes to cash on hand. For the days in AR we are at or below 10-15 which is lower than peers and a great place to be.

The question was asked, why is LSI so much higher than the rest? They are a very tiny agency so a small item can make it look very large.

What are admiration costs for us? We are at 11.2% of full cost, all DA's are between 10-12%.

This is all based on a point in time, year end. The wage action is our last lever to make sure we land within that 1-2%.

The best measure in Tim's option is the net assets, because it shows long term, Todd says the growth is just as important.

Highlights:

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1.65 million dollar gain through April which is a little ahead. We are starting to hit our caps; we will start to move down so we are on track. Payment reform is still in flux, and we still have not received our budget, Todd and Tim were at a meeting with all CFO and CEO's and the agreement is that we will stay with FY18 budget and make changes in the 2nd part of the year. There will be some changes to IFS and Children's and then an Adult bundle will be made. The hope is that this can help us leverage some of the non-billable items. Dan talked about how in September the board will have to retroactively approve the FY19 budget. With the capital plan, - the parking lot here at 107 was re-paved, next is the property on upper welden and the staff has been moved into suite 12. For DS it looks like there will not be a 2% cut in the FY19 DAIL budget.

Board Business

All the things that were talked about in Executive Committee have come out throughout this meeting so far. The main things were the wage action and the 403B plan. There was a great discussion about these items and an informed decision was made to bring up here.

EMR was the only other thing that was brought up; the prime runner in our choice is being more cooperative and has reduced their bid to make it more affordable. Todd recognized Kim for her work on this; she has been very involved in all aspects.

New Business

Dan gave a great shout out to Todd and Joe he was commenting on how the Autism Walk was a classy and had an atmosphere of acceptance just like everything NCSS does.

No One Has To Walks Alone – We will be sponsoring Betsy Lablanc and her dog Sam who are hiking the Long Trail starting June 29th end Aug 1st. She is raising money for suicide awareness. She is going to do video and written blogs for us. It will really bring some great awareness to wonderful things NCSS does around the subject.

We have a Samsha grant with our local HRC, The NOTCH; we are the only region in the country who got this grant that are focusing on Kids, we are intervening earlier which can put them on the path to a healthier life.

SOAR Graduation is Friday at 10:30

Motion to adjourn made by David Hutchinson Betty Charron seconded at 6:40pm. All in favor.

Minutes recorded by:
Emily Richards
Executive Coordinator