

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

**BOARD OF DIRECTORS MEETING MINUTES**  
**SEPTEMBER 6, 2023**

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**Present:** Ken Gagne, David Hutchinson, Rob Hirss, David MacCallum, Jim McMillan, Andrea Patrick-Baudet, Angela Poirier, Casey Toof, Tony Treanor, Anjanette Watson

**Excused:** Meg Marshall, Dan Thompson

**Staff:** Todd Bauman, Belinda Bessette, Kim McMlellan, Derek Hoy, Emily Richards, Joe Halko, Stacey Remillard, April Mathieu, Danielle Lindley, Samantha Thomas

**Presenters:**

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**Minutes received and meeting called to order by Jim McMillian at 5:50pm.**

**Motion was made to approve July minutes as presented by Rob Hirss. Second by Tony Treanor. All in favor.**

**FY24 Budget**

The budget was sent out to all board members for their review prior to this meeting. We have submitted it to the state but need to have the board approve it. This process was a very in-depth process. We talked to about every team across the agency and made sure that this budget was in line with what they felt they needed to run efficiently. All our new software's have helped immensely in this process as well. The question was asked – Is the House in Swanton included in this budget? Yes, everything is included. There are a few caveats for example if we receive the CCBHC grant this will all change. The question was asked – Are we using sign on bonuses to help with hiring, like the department of corrections has done to increase staff? Yes, we have been doing that, we also have our refer a friend program. Our loan forgiveness is something we also use, this outside our standard tuition benefit, which helps with classes currently being taken, the loan forgiveness has given our staff about \$350,000 for undergrad and graduate loans. We are currently waiting on the state to prove this money for the third year in a row. This benefit also comes with a 1 year of service requirement.

**Motion to accept the budget as presented made by Ken Gange. Secondby Andrea Patrick-Baudet. All in Favor.**

**Motion to enter executive session made by Tony Treanor. Second by Rob Hirss. All in Favor.**  
All staff present.

**Motion to exit executive session made by Rob Hirss. Second by Angela Poirier. All in Favor.**

**Motion to approve wage action and retention plan as proposed made by Tony Treanor. Second by Angela Poirier. All in favor**

**Motion to enter executive session made by Ken Gange. Second by Rob Hirss. All in Favor.**

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Angela Poirier is abstained from the conversation but present. All Staff Present

**Motion to exit executive session made by Ken Gagne. Second by Andrea Patrick-Baudet. All in Favor.**

Sam wanted to share one quick awesome thing. She has filled one of her team leader positions with Tanya Bailey, who is a rehire!

**Motion to adjourn the meeting was made by Angela Poirier. Second by Tony Treanor. All in Favor**

**Meeting adjourned at 7:50pm**

Minutes recorded by:

Emily Richards

Executive Coordinator