

BOARD OF DIRECTORS MEETING MINUTES

OCTOBER 1, 2025

Present: Jim McMillian, Angela Poirier, Elaine Carpenter, Meg Marshall, Jason Minor, Ken Gagne, Dan Thompson, Casey Toof

Excused: Andrea Patrick-Baudet, Anjanette Watson, David Hutchinson, David McCallum

Staff: Todd Bauman, Derek Hoy, Belinda Bessette, Kim McClellan, Stacey Remillard, April Glover, Danielle Roberts, Emily Richards, Jackie DeAngelis

Minutes received and meeting called to order by Angela Poirier at 5:42pm.

Motion was made to approve the September minutes as presented by Dan Thompson. Second by Jason Minor. All in Favor

Presentation

- Rep Payee Program presented by Jackie DeAngelis

Executive Director

- We wanted to talk a little about the federal government's shutdown and how it could possibly effect us. Todd dug in to see the impact on the agency and clients, Medicaid dollars will continue to flow, and that is primary source of funding. The two areas that we feel will be affected are WIC (women infant and children) and SNAP (supplemental nutrition assistance program). WIC will feel the pinch first, the thought is that these funds will run out in several days, and SNAP will run out in several weeks. Todd reached out to some of Matt's teams to have a list at our fingertips as to what we are doing to help or what we have to offer folks who are affected by this. We have a list of all local food shelves, one-time funds for past due electric and gas bills, for folks with kids under 6. Gas cards for clients under 18 to use to access to services, we have relationships with formula distributors who give us samples so we can give those to clients. As well as 14 out of 15 local libraries have wipes and diapers that are free to anyone who needs them, that we keep stock. These do not solve the food struggle that will come with the loss of WIC and SNAP but they will put money in client's pockets, so it will be helpful. One thing that COVID taught us is to be adaptable, so we will stay on top of this and as things change so we will.
- Belinda spoke about how Medicaid and Social Security funds are stable, but the shutdown will affect adults, and we are just not sure how yet. We do not have the grants available for the adult population as we do for the kids and families. We also are not sure how this will affect staff either.

Financial Report

- Derek shared the agency's profit and loss statement, and it was reviewed. The executive committee approved the use of the report format that is coming directly from the system for review. We are higher in wages and benefits as we have been working on this very thoughtfully and getting ready for CCBHC. We are currently sitting at a loss of about 1.3 million dollars, but we are on track with how we have looked in the past. The summer months are always slower with school being out of session. We will rebound in September.
- Derek shared the agency balance sheet, and it was reviewed. We are a little behind where we were last year, but this is due to our focus on staff and wages.
- FY25 Audit starts next week. The KBS team will be on site for the week. Derek and his whole team will be on site to help as well. We are hoping to have draft financials to us by the first week in November, we need to use these numbers to submit our cost reporting to the state which is due Dec. 1st.
- DAIL payment reform started today. The team has been working hard to get us in a good position to navigate through this process.
- The state is working on updating their thoughts around residential. We will be working with them through this process. They feel like residential need to be for rehabilitation not a permanent situation.
- The question was asked – On the P&L the line-item agency benefits was lower than last year, why? This line item is different from fridge costs, there items that are not part of CCBHC, things that go to our culture like company store, best place to work items, snow tires, ice cream social, etc.

Executive Committee Report

- Everything that was discussed during the executive committee meeting has been discussed.

Community Mental Health Report

- Belinda wanted to give an update on SUD services. Belinda and one of her program managers Meaghan are meeting with the Howard Center every two weeks as we work through the transition. We are looking to continue to see clients in the space that they were using. We are hiring for a Licensed Alcohol and Drug Counselor (LADC), we had someone in mind, but they took a job in a private facility. The question was asked – Will Howard Center still be providing the medication-assisted treatments? They will be in their mobile van. However, we are talking internally about how best we can serve our clients. Dr. Strokoff feels we could start providing it for clients known to us. But we are still working on this internally.
- Afterglow was September 20th. Belinda wanted to thank Holly Branon and Dani on all their work to make this a great event. We have heard that they had 2200 attendees and that is double what they had last year.
- Department of Mental Health (DMH) visited the other day; they came and looked at our 988 and emergency services suite. We also talked about the Tomlinson Center. We also

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toured the ABLE house, and we started talking about 3 Home Health Circle with all the residential needs for Adults we thought it would be good to start talking about that location. We had a second group come at the end of the week and there are a few other groups reaching out to set up visits.

- We have had some real gains with our Department of Children and Families (DCF) partners, we are going to start weekly meetings again which is what we have done in the past.

Early Educations & School Based Services

- We submitted a proposal to the state to get an estimate on what it would cost to cover the PCB's and continue to test, demolish the building and rebuild on the same location as well as purchase another piece of land to build on. The state came back with some questions, and one was specifically around buying another parcel of land. They said that it is out of the scope of PCB's. We are putting together a response that will talk about how we would not be looking into any of this if it weren't for the PCB's. Once we get the final report on this we will have the consultant present it to the board. It will most likely be in a special meeting as our meeting schedule coming up is very busy.

Nursing Report

- Genoa RX construction is ahead of schedule and looks great. We were worried about the noise and interruption, but staff have talked about how it has not been too bad. The question was asked – What is the timeline looking like, when will we start to look to hire the pharmacist? The job is posted on Genoa's website, we have a call with them next week, so we are hoping to have more information about the overall timeline. We are transitioning some of our clients to them and using the Morrisville location. This will help make the transition easier.
- Our nurse practitioner had her baby; it is her second baby girl. This puts us down a provider for a little bit, but we have a good plan in place why she is out.
- We are also recruiting a nurse, our nurse that focuses on DS has given her notice.

Developmental Services

- Payment reform is live today, and Todd wanted to thank Samantha and her team, as it has been a large lift.
- We had a site review of Able House, it was a physical site review to make sure that we are in compliance. We got great feedback. It was really nice to get the feedback after all the hard work that went into building that program.

Community Relations Report

- Hog Island Corn Field Benefit Race donated \$2000 this year. It is the second year in a row they have donated to us. We took a nice photo with the 988 sign on the lawn. People were honking as they drove by, so it was a nice moment.
- Dani had the Vermont Care Partners (VCP) community relations retreat and there was a lot of talk about the budgets for our departments. It was nice to see there be a focus point on data. Dani and her counterpart Erika from Northeast Kingdom will be leading the group for next year. It was nice to have the group recognize her as someone who can do this work well.
- We will not be hosting a buddy walk this year. We are going to join the Champlain Valley Walk this year. It is Sunday October 5, 2025.

Human Resources Report

- The monthly newsletter was published today. There is a lot of great information in it.
- Stacey and Jess Branon were the guests on our most recent "NCSS Here For You." They focused on why NCSS should be your employment destination, and talked about employment opportunities, benefits, culture and so much more.
- Last month Stacey talked about the workers compensation audit and how we passed with flying colors, she had estimated \$40,000 payout but got the invoice and it was \$32000.
- We have just finished the employee engagement survey; we had about 44% of staff do the survey. We have not really looked into the data yet, but we had an overall engagement score of about 80%.
- HR team is booming and there are a lot of exciting things happening, Open enrollment is coming up, went to the HR conference in Burlington last week for two days. The team is doing great.

Quality and Risk Management Report

- The provider agreement has been given an extension, and we are working with our FY25 agreement, we heard that some agencies have gotten their FY26 so Angela please be on the lookout for that.
- A small CCBHC update, we have 12 days left to get all our items submitted, we are super close to having all the things done. Trisha Ketchum, Belinda and Kim have had some working sessions to help get this done.
- We are going live with ELEOS our new AI software within our electronic medical record (EMR). We have about 50 people who will be testing and using the system, and we will expand our usage as time goes on. There are two different options. One is a bullet point list that is transposed into a summary, that then needs to be reviewed and signed. The other is an ambient listen option, this will be used for therapy sessions, and once the note has been created and signed the recording will be deleted.
- The state is redoing a lot of their manuals. We got the DAIL manual 48 hours before we were to go live with the changes. We are having to compare the draft to the final to make

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sure what we are doing is correct. Our teams have been great; they are needing to be nimble and flexible.

Other Business

- Our Annual Dinner is November 5, 2025, at the American Legion.
- When we have the PCB information we will have a special virtual meeting.
- We would like to be flexible with our meeting start time. With heavy agendas we would like to start at 5:30 vs 5:45. We will let you know before each meeting.

Motion made to adjourn by Ken Gange. Seconded by Elaine Carpenter. All in Favor.

Meeting adjourn at 7:20 pm

Minutes recorded by: Emily Richards