

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

BOARD OF DIRECTORS MEETING MINUTES

March 7, 2018

Present: Jesse Bugbee, Elaine Carpenter, Betty Charron, Ken Gagne, Sara Kittell, David MacCallum, Jim McMillan, Jason Minor, Jeff Moreau, Angela Poirier, Carl Rosenquist, Tony Treanor, Anjanette Watson

Excused: David Hutchison, Dan Thompson, Danielle Lindley Mitchell

Absent:

Staff: Kim McClellan, Joe Halko, Stacey Remillard, Steve Broer, Kathy Brown, Todd Bauman, Tim Gallagan, Emily Richards, Andrea Pariseau

Meeting called to order by Jim McMillan at 5:51pm

Motion was made to approve previous minutes by Jim McMillan. Motion seconded by Tony Treanor and Jason Minor. No amendments needed to previous minutes. All voted in favor.

Todd introduced Emily Richards as the new Exec Coordinator. Meredith decided to stay home after the birth of her baby. Emily introduced herself.

CEO Report – Todd Bauman

Todd discussed our two major reviews we've had recently. The first review was the Designated Agency Review. We did really well. The second review was by CARF. This was our sixth CARF review. We did well in the previous review in 2012 with having only 17 recommendations. This year we had a 99.996% improvement with only 7 recommendations.

We're partnering with NMC to identify the high utilizers with the Emergency Room Department. The data proves that this partnership is working. Due to time restraints, we will review the data at the next board meeting. There has been a 37% reduction in ER Department utilization. Elaine Carpenter requested that actual stories of success be presented in the next meeting.

Executive Committee Summary

Jim McMillan thanked Todd Bauman, Kim McClellan and all the staff for the successful CARF review. NCSS is very special and he is honored to be on the board.

Financials – Tim Gallagan

Tim Gallagan distributed copies of the Form 990 to the board. It is a required annual IRS tax filing where NCSS would report any disclosures. There were no unusual findings and Tim had high confidence in the form. Tim will sign it. Elaine Carpenter recommended that the board approve the authorization of the 990. Jesse Bugbee asked if we had a documented whistleblower policy. Stacey Remillard and Kim McClellan stated yes. **Motion was made to approve the 990 by Carl Rosenquist. Motion seconded by Jesse Bugbee. All in favor.**

Motion was made by Elaine Carpenter to go into Executive Committee. Motion was seconded by Jesse Bugbee. All staff we allowed to stay. All in favor.

During the Executive Committee, a wage action was discussed and approved by the Board.

Motion was made to go back into Board session by Carl Rosenquist. Motion was seconded by Angela Poirier.

- NCSS' new Crisis Bed site is up and running.
- A new Richford site is coming for Developmental Services' transitional housing and crisis. This will save the agency approximately \$80,000 from not having to pay the Vermont Crisis Intervention Network (VCIN) for services.
- NCSS will rent Suite 12 of the Doctor's Office Commons to expand the CYF's Applied Behavior Services team. NMC will do a "spruce up" of the space prior to occupation.
- The Vermont Department of Aging and Independent Living (DAIL) has proposed a 2% budget reduction to Developmental Services in Fiscal Year 2019. That equates to about \$300,000.
 - Jeff Moreau asked Kathy Brown if there was anything the Board could do to assist with the 2% budget cut in terms of advocacy.
- Act 79 (emergency and enhanced emergency) funds were reviewed with the assistance of Steve Broer. This is a quarterly review.
- NOTCH is funding one of the Care Coordination positions with funds from an AIMES grant.

Speaking from personal experience, Jim McMillan commented that the new signs in the NCSS/NMC parking lots are working.

Elaine Carpenter asked if the Mapleville Depot location expected to have a high level of people traffic. Tim Gallagan responded that the teams that are housed there are mostly out in the field. Todd agreed that location is a hub for staff.

Behavioral Health Divisional Summary – Steve Broer

During the last board meeting, they interviewed for a couple management positions they had vacant.

Breaking news: Grand Isle County has been awarded a community impacted grant of \$40,000 due to the high suicide rates. Between years 2004 and 2017 there were 107 suicides in Vermont. 16 of those were in Grand Isle County. 8 of those had ties to the Abenaki Community and were from the town of Alburgh.

Jeff Moreau asked if there was a certain age-group for these suicides. Steve will get the info.

Jesse Bugbee asked if NCSS had any protocols or programs for schools or communities that have someone that is at risk of having violent behavior. Todd Bauman stated that Mental Health First Aid training has been provided to the community and schools as to give them the tools to recognize the people that might be at risk. NCSS employees are also imbedded in all schools in the two counties as well as Crisis Services being offered 24/7. NCSS' services are voluntary, so unless they are showing imminent risk to themselves or others, NCSS can't make them seek services.

Jesse Bugbee asked if there could be a legislative solution that will allow agencies to intervene with treatment if there is someone at risk. Carl Rosenquist stated that until we can get past HIPAA/background checks on a dangerous person in the data base, it will be very difficult for the legislation. Ken Gagne stated that anyone with a mental health background cannot get a gun.

Todd Bauman stated that NCSS tries to make services more accessible and employees are blanketed over the whole community. If we can educate the community, there is hope that the people we can't reach can be reached by the community.

Elaine Carpenter suggested that there could be a legislative action for cyber threats. Jesse Bugbee agreed.

Children, Youth and Families Divisional Report

Todd Bauman spoke on Danielle Lindley Mitchell's behalf. The Healthy Heart event with NMC was a success. Our community states that their number one barrier is lack of resiliency and their number two barrier is lack of fitting in community. This event got families together and taught them some skills to use later. It also fosters resiliency in our community.

Developmental Services Divisional Report – Kathy Brown

NCSS is ahead of the curve and leading the pack with the progressive path we're taking to possibly implement and Integrated Families Services (IFS) billing model. Kathy thanked Belinda Bessette, Program Manager in CYF, for attending these meetings with her. CYF had a huge success with the IFS model that was implemented in 2014.

NCSS is really excited for the opening of the new crisis bed in Richford. It should be up and running in April. As Tim Gallagan stated previously, Vermont Crisis Intervention Network (VCIN) funds will be re-routed.

Welcome Claire Thompson as the new Team Leader of the Pathways Team and overseer of the Academy of Learning and Learning for Living Team. Claire spent 11 years in the CYF Division.

DS is hoping to grow a roommate model program for consumers, as opposed to the shared living provider model. NCSS is going to look at the HowardCenter's 7/11 model.

DS is seeking to fill a Team Leader/Program Manager replace Scott LaValley.

Community Relations – Joe Halko

Community Relations is deep into planning for the event season: the Autism Walk will be in May; Golf Tournament will be in June; and the Rotary Expo will be held next week. Carl Rosenquist gave kudos to Joe Halko for heading up the Rotary Expo event this year.

Human Resources –Stacey Remillard

All new business was covered during the financials reporting.

Administration – Kim McClellan

Nothing extra to report.

New Business

Tony Treanor and Jeff Moreau are involved in the 19th Annual Run/Walk for Jim. It is a catastrophic event fund raiser. It has awarded \$500,000 since its inception. 100% of the proceeds go to the fund.

Old Business

None

Adjournment

Motion to adjourn was made by Carl Rosenquist at 7:40pm. Motion seconded by Betty Charron. All in favor.

Next Board Meeting – Wednesday, April 4, 2018.

Minutes recorded by:

Andrea Pariseau

Senior Human Resources Specialist