

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

BOARD OF DIRECTORS MEETING MINUTES

MARCH 2, 2022

Present:, Elaine Carpenter, Jim McMillan, David MacCallum, Angela Poirier, Tony Treanor, Meg Marshall, Anjanette Watson, Rob Hirss, Jason Minor, Ken Gange

Excused: David Hutchinson, Sara Kittell, Dan Thompson, Carl Rosenquist, Betty Charron

Staff: Emily Richards, Todd Bauman, Kim McClellan, Steve Broer, Stacey Remillard, Joe Halko, Derek Hoy, Danielle Lindley

Presenters: Trisha Ketchum and Amanda Morong

Minutes received and meeting called to order by Jim McMillian at 5:36pm.

Motion was made to approve February minutes as presented by Elaine Carpenter. Second by Jason Minor. All in favor.

Presentation:

Access To Agency Outcomes – Presented by Trisha Ketchum and Amanda Morong

Executive Director Report

As you all recall you approved the agency permission to buy property for the needs of some of our programs. We final have a few leads on property, that we feel would be great for the needs of the agency and our clients. It is a place that we currently rent space in. We are starting to work with the owner and will keep you posted on the process. The second property that we are hoping to be able to look at is going to their board to get permission to do business with us. If we can move forward with this other property, we will come back to the board to get a vote to approve the purchase of the second space. We continue to have work force challenges. We are currently have a turnover rate of about 19% this is higher then we have been, but we are better then our peers. We really need to keep advocating for ourselves with the legislator, this will help with funding, which will help staff. Ken did an episode on the Joe's show and Anjanette testified a few weeks ago, so we are doing really great things. We do have a 10% increase for all DA's ask that has been presented to the legislator. We are hopefully things are moving in the right direction. Our Medical Director, Dr. Sobel has given us his notice of retirement. He has been with the agency for 25 plus years. His target date for retirement is Sept 15th. We have started the recruiting process for the position, we are going to cast a very wide net, we want to make sure that we find the right person. We are required to have the board vote and approve all salaries of \$100,000 or larger. We are a little early in the process, but Todd would like to be prepared when we find the right candidate.

Motion to enter executive session made by Ken Gagne. Second by Tony Treanor. All in favor. Staff left except Derek Hoy, Todd Bauman, Stacey Remillard and Emily Richards

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Motion to exit executive session made by Angela Poirier. Second by Ken Gagne. All in favor. Staff rejoined the meeting

Motion to authorizer the expenditure up to the amount discussed in executive session in the hiring of the new medical director made by Tony Treanor. Second by Angela Poirier. All in favor.

Financial Report

We continued to move in the right direction. We have closed July and August. The consulting with BIS has been going very well. We are creating new accounts in the GL to help with the mapping from myAvatar. We have started thinking that it would be a good move to update our GL system. We would like to move to Sage, many other DA's in the state are using this system. It would take about 90 days and it would be a large lift. That being said they system is more intuitive, controlled and dynamic. The board agree that this would be a good move to make. We have found an error in our Great Plains software which has made the numbers we have been reporting for Days in AR wrong. We have fixed this error moving forward. Our bank accounts are showing us in very good cash standings. Due to our large bank balances our Days in Cash are very high.

Behavioral Health

We had our longevity awards meeting, which normally happens in person so we can recognize these staff with the whole agency. For the past two years we have had them by division on zoom. This year we had staff that have been with us for 20 years, 15 years and a few 5 years. Our standing committee has been working on an event for the dedication of the Tomlinson Center. When we have a date, we will share with the board. The vote in the City of St. Albans passed the addition of another embed clinician with the police department. We are working on the details and how it will work best. Tony Steven's was asked to testify about the lifeline this week and that went really well. We submitted a proposal to the new pediatrics office around a new model for one time psych consults.

New Business

Motion to adjourn the meeting was made by Jason Minor. Second by Rob Hirss. All in Favor.

Meeting adjourned at 7:30pm

Minutes recorded by:
Emily Richards
Executive Coordinator