

Counseling Services of Addison County, Inc.
Board of Directors Minutes
January 11, 2018

Board members attending: President, Louise Sandberg; Vice-president, Barbara Doyle-Wilch; Secretary, Kitty Oxholm; Treasurer, Joanne Scott; Members at large Lewis Holmes, Len Rowell and Ted Tighe.

Staff Attending: Executive Director, Bob Thorn; Chief Financial Officer, Bill Claessens; HR Director, Alexa Euler; Quality Assurance and Compliance Officer, Keith Grier; Recorder, Ann Kensek; Administrative Assistant, Jenn Staats.

Louise brought the meeting to order at 4:30 p.m.

Minutes: Kitty moved and Barbara seconded to approve the minutes of the December 14th meeting as presented. Vote called and passed.

Board Retreat: Louise will call everyone before the Retreat to talk about what they'd like to see covered. She wants the Board to understand the needs of the community and create a conversation on how CSAC can meet them.

Vermont Care Partners Meeting with Board Members: Barbara attended this meeting with Bob and reported to the Board about some of the issues discussed.

Guest Speaker: Alexa Euler

Alexa reported to the Board on the Pay and Benefits changes, including a Power Point presentation reflecting the changes, and then talked about the results of a survey that was done so staff could provide feedback on the changes. The presentation included what worked and lessons learned.

Committee Reports:

Nominating Committee: Brief discussion on David Andrews joining the Board. Barbara moved and Kitty seconded to invite David to join the Board. Vote called and passed.

Bob spoke briefly about another potential member.

Louise asked if anyone on the Board would be willing to replace David Hallam, who is taking a year off, on the CRT Standing Committee. Since no one replied said she would talk with individual Board members when she calls regarding the Retreat.

There were no reports from other committees.

There was no Executive Committee Meeting this month.

Executive Director's Remarks: Bob talked about the complex issues of CSAC's contracts in the community and invited Lewis to speak in this regard about his experiences and reflections as a Primary Care Provider and Board Member.

Lewis talked about communications between CSAC and primary care practices, and the amount of mental health issues, including psychiatric level services, that primary care practitioners find themselves dealing with. He talked about bottlenecks, shared some anecdotes to illustrate his concerns, and offered some recommendations.

Further discussion on access and wait times for clients.

Bob hopes the Board rethinks strategically CSAC's mission and vision- not just looking back, but looking forward as well. Discussion on options and models of services.

Discussion on work in progress, and where processes need to be reviewed, changed and strengthened, as well as the necessity of action steps.

Louise noted that it is the Board's responsibility to push and not accept that there are no solutions. She suggested building time into the Board's calendar to talk about this issue.

Financials: Bill reviewed the 990s and explained the process of approval for the board. Barbara moved and Joanne seconded to approve the 990 as presented. Vote called and passed.

Bill discussed the possibility of purchasing Robinson House, and the pros of doing so. Barbara moved to give permission to the CFO to enter into a purchase and sales agreement for Robinson House at an amount not to exceed 480,000. Kitty seconded, vote called and passed.

The Meeting was adjourned at 6:35.