

Counseling Services of Addison County, Inc.
Board of Directors Minutes
March 9, 2017

Board Attending: Barbara Doyle-Wilch, President; Louise Sandberg, Vice President; Kitty Oxholm, Secretary; Members at large David Hallam, Lewis Holmes, Len Rowell, and Ted Tighe

Missing: Mike Furey, Gary Margolis and Joanne Scott

Staff Attending: Bob Thorn, E.D.; Bill Claessens, CFO; Alexa Euler, HR Director; Cheryl Huntley, Operations Director, Youth and Family and Addictions Recovery; Ann Kensek, recorder; and Jenn Staats, training

Barbara brought the meeting to order at 4:30. She introduced the meeting, and then Cheryl, who was in attendance as the speaker.

Speaker

Cheryl Huntley, “Population Health Planning in Addison County”

Cheryl spoke about the collaboration between CSAC and other community health groups such as Porter Hospital, and Mountain Health Center, the Federally Qualified Health Center in Bristol. In addition, through Blueprint CSAC has staff at Bristol Internal Medicine and other sites.

Cheryl talked with the board about the Integrated Community Leadership Plan, a collaboration of nonprofits serving families and children in Addison County. Having an Integrated Steering Committee means no parallel tracks- integrated planning will be more effective. They are working on a Strategic Plan with small groups taking responsibility for different parts. Cheryl talked about all the things people in a community do over time, and the collective impact of doing little things to make big change.

In addition to her talk, Cheryl noted that IFS is doing well; a clinician was recently hired to work part-time at the FQHC; and an Interagency Care Management Collaborative of four Designated Agencies is working together to talk about how to do shared case management better (Care Navigator process.) Keith Grier and Cheryl go to Care Navigator Team meetings for One Care.

Bob and Barbara thanked Cheryl for her work, and praised her skills and leadership.

Decision/Review items

- Minutes: Barbara called for a motion to approve the minutes of the February 9, 2017 meeting. David moved and Lewis seconded, vote called and passed.
- Fee Schedules: Bill reviewed the fee schedule and explained that the board needs to approve rates for Column E, Rows 42- 57, Diversion/Crisis bed. Discussion on the process of determining the amount of the fees. Barbara asked for a motion to approve the fee schedule as presented. Kitty moved and Len seconded. Further discussion. Vote called and passed.
- Bylaws: Barbara reviewed for the Board the proposed changes in the By-laws.
- Change in Board meeting date: The next meeting falls during Holy Week. Changing the date was discussed but no decision was made. A new date will be set.
- Policies: K-1, Corporate Compliance, C-30, Advanced Directives, F-8, Cancelling Client Transportation, and E-32, Administration, Handling, Storage, & Disposal of Medication policies were reviewed and discussed, as was 3.70, Definition of Immediate Family and what is meant by a “family member”. Kitty moved and David seconded to approve K-1, C-30, F-8 and 3.70. Vote called and passed. E-32 will be discussed further at the next meeting.

Announcement and Updates

Happy Minute: Greg went on vacation. He could do this because the E-Team is now fully staffed!

Retreat follow-up and takeaways: Barbara shared hers and encouraged the Board to do the same. At the end of the retreat, what does the Board want? Future meetings will be crafted around some of these issues.

Executive Committee meeting times and agenda: The meeting will be changed to Mondays from 4:30-6:00. Each meeting will have a specific topic for deep discussion—generally financial. The topic will be sent to the entire Board and any Board member is allowed to attend.

Committee Reports: The DS Minutes were distributed. There were no minutes this month for other advisory committees. It was noted that the Administrative Rules on Agency Designation state the DS advisory committee must have consumers as 25% of its membership.

Executive Director’s Remarks:

“There’s lots going on, but nothing really happening”

- Bob talked about articles about legislative issues and spoke highly of Claire Ayer, who is working to do something.
- The House site has a report as well. There is tremendous pressure to fix things.
- Good news- the Kuligoski case was overturned and brought back to Duty to Warn.
- Opiate abuse deaths- huge wait lists in Addison County. Discussion on incentives for doctors to take suboxone patients, base rates and incentives in medicine and mental health.
- Potential impact of level funded FY 18 discussed, along with various scenarios and solutions.

Business and Financial Report:

- January 2017 Financials-Bill reviewed and discussed the Dashboard, Operating Statement and Balance Sheet
- Unified EMR- Bill updated the board on the process, RFP, etc. There are 11 statewide groups working together on this, with a decision expected late summer or early fall.
- HOPE/CSAC Sanchez House- Exploring this as an option for clients.
- Bill reported that he is working on the budget for FY 18
- Brief review of Vital Direct.

Human Resources Report:

- VOSHA Settlement update- The event was reclassified to a less serious violation.
- Worker's Comp Settlement- Alexa reviewed and explained the data, brief discussion followed.
- Salary and Benefits for Senior CSAC staff reviewed, there are no changes.

Meeting adjourned at 6:30.