

Agenda  
Counseling Service of Addison County, Inc.  
Board of Directors meeting  
**February 14, 2019 4:30-6:30 pm 109 Catamount Park, Middlebury**  
*Dial-in option is available — please let Jenn (x442) know at least a day in advance*

4:30: Board President, call to order and remarks

Public/Staff comments

Happy Minute: Of course, it is Rachel....

Decision/Review Item

Approval of Minutes from 12.13.18 Board Meeting (one attachment)

Speaker: Bill Claessens, CFO

CSAC Finances

Keith Grier: Compliance and Quality Assurance Officer

FY 18 Annual Strategic and Quality Improvement Plan: Accomplishments/  
Issues/Implications (report attached; also in Board Book and on-line)

Announcements/Updates

President's Remarks

- Items for follow-up
- 2019 Retreat, March 5<sup>th</sup>, Waybury Inn
- Committee Assignments

Committee Reports

- Advisory
  - *MH, DS, Y&F*
- Ad Hoc
- Nominating
- Executive Committee

Executive Director's Report

Business and Financial Report: Bill Claessens

FY 18 external financial audit

- FY 18 Financial Statements
- 990

Billing Impact reports

Software updates

- EMR software: *Credible*

HR Report: Alexa Euler, HR Director

Monthly review of pay and benefits

Status of open positions

Relias

Captive Insurance product: early discussions

Other Business

Legislative "breakfast," March 25<sup>th</sup>

*(List of attachments on next page)*

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*Attachments for 2.14.19 meeting:*

Decision/Review Items:

Minutes from 12.13.18 Board Meeting, draft

Additional attachments:

2018 Annual Strategic and Quality Improvement Plan

Dashboard FY 19 December

Operating Statement FY 19 December

Balance Sheet FY 19 December

Quarterly Report: Cash-investments through December 2018

Quarterly Report: Net Gain or Loss through December 2018

Quarterly Report: Accounts Receivable through December 2018