

Counseling Service of Addison County, Inc.  
Board of Directors Meeting Minutes  
109 Catamount Park, Middlebury VT and Zoom  
**September 8, 2022**

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**Board members attending:** Sarah McGowen Audet, President; Suzanne Aldana, Secretary and interim Vice President; Joanne Scott, Treasurer. Members at large: Anna Benvenuto; Bill Cunningham; Jon Crystal; Marc Gwinn; David Hallam, Gary Margolis; Len Rowell; Kerianne Severy; Jane Spencer. Absent: Matt Birong; Daniel Gutierrez; Eva Vekos. (David Roberts is on a temporary leave.)  
**Staff attending:** Rachel Cummings, Executive Director; Bill Claessens, CFO; Alexa Euler, HR Director; Jenn Staats, Executive Coordinator and recorder.

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Sarah McGowen Audet called the meeting to order at 4:32PM.

**Executive Director's Report:** Rachel Cummings

Appreciative of Youth and Family staff helping children transition back to school successfully.

**Decision/Review Items**

Jon Crystal made the motion to approve the *minutes of July 14, 2022* board meeting. David Hallam seconded the motion. There was no discussion. The vote was taken and the motion passed unanimously.

Gary Margolis made the motion to approve the *Policy on Policies*. Anna Benvenuto seconded the motion. The vote was taken and the motion passed unanimously.

Discussion about proposed *Anti-Racism Statement*. Rachel finds it reflective of Trauma Informed Community initiative and feels that her team can get behind the statement. Alexa shared that the Justice, Equity and Belonging Committee is enthusiastic to roll this out. Marc Gwinn moved that the vote be taken to adopt the statement as presented. Jon Crystal seconded the motion. No further discussion. The vote was taken and passed unanimously.

David Hallam made the motion to approve public disclosure, if requested, of the most recent aggregate *board composition data*. Marc seconded the motion. There was no discussion. The vote was called and the motion passed unanimously.

*One-time payouts:* Joanne Scott made the motion to approve the following resolution: "Be it resolved: the Board authorizes up to \$300,000 be allocated as a Fiscal year 2022 one-time compensation adjustment to be paid to staff." David Hallam seconded the motion. There was no discussion. The vote was called and the motion passed unanimously.

*Overview of the FY23 budget proposal*

Bill Claessens presented the proposed FY2023 budget. The Finance Committee recommends board approval of this budget. Gary made the motion to accept the FY23 financial budget and Jane Spencer seconded the motion. There was no follow-up discussion. The vote was taken and the motion passed unanimously.

*Funding and other updates:* Legislature has allocated retention/recruitment funds. Ten percent increase in school contracts will increase revenues. Waiting to hear more from AHS about All Payer model 2.0.

*Mental Health Payment Reform updates:* moving from relational to transactional, which is a shift for the broad mental health culture. State is developing a modifier for the Open Dialogue method to cover the

second professional. Programmatic changes continue (MUCI, same-day access, and BCBS Case Management negotiations).

*Employment landscape:* Alexa Euler reported that YTD new hires are outpacing terminations. Path to Success includes: a focus on retention and hiring (more BA level staff; sign-on and retention bonuses); growing internships with cross-department support and affinity groups; increased communication (Road Show has wrapped up, staff newsletter); Credible improvements and centralized training, and; a Management Team “data dump” to become a more data-informed team. Improvement with documentation metric continues.

*Medicaid Payment Model:* Management Team will share quality measures and baseline reporting in October. Will define quality measures for mental health and developmental services (CA), then review current CSAC current data and the plans to meet those measures. DS reform is already moving ahead. Discussed (calendar year) reconciliation: data will be out in late March 2023.

**President’s Report:** Sarah McGowen Audet

Members are asked to alert Sarah by October 15 if they will be leaving the board/not seek re-election.

Strategic planning began September 7. Noonmark will contact directors to schedule 1:1 interviews. Scheduling a January retreat; date/time TBD. Final draft will be submitted in March for board approval so that Bill can incorporate aspects of the plan into FY24 budget.

All board members who attended anti-bias trainings with Tabitha Moore are being asked to speak about one topic that resonated with them. (Suzanne Aldana emailed members a sign-up sheet link.) These mini-presentations will be followed by a group discussion about how to incorporate anti-racism into the future board work. Sarah encourages committees to make at least one annual goal anti-racism related.

**HR Report:** Alexa Euler

ARPA tax credit might be available to CSAC. Currently, there are discussions with consultant to determine if we are eligible. If the decision is made to move forward, Alexa will be looking to the executive committee to approve the action, though the entire board is invited to attend. Cannot emphasize how much work would be required—maybe 80 hours of additional work for HR.

As is the case every October, HR is working on Open Enrollment. There is a staff group working on finding all options, choices, avenues.

The quarterly salary disclosure was conducted.

Suzanne made the motion to adjourn, Anna Benvenuto seconded the motion. The vote was taken and passed unanimously. The meeting concluded at 6:32PM.