

Counseling Service of Addison County, Inc.
Board of Director's meeting
September 11, 2025 4:30-6:30 pm DRAFT

Board attending: Jon Crystal, President; Suzanne Aldana, VP (Teams); Joanne Scott, Treasurer (Teams); Adam Aguirre, Secretary. Members at large: Kathy Dorman; Fred Diedrich; Marie Lennon; Gary Margolis; Jubilee McGill; Herb Olson (Teams) Bryan Plant II (Teams); David Roberts; Marycarol Rossignol; Louise Sandberg. Absent: Casey Covey; Bill Cunningham.

Staff attending: Rachel Lee, Executive Director; Bill Claessens, CFO; Alexa Euler, Director of Operations and Organizational Development; Jenn Staats, Executive Coordinator, recorder.

Guests: LuAnn Chiola, Operations Director of Youth and Family Services; Mindy Hammann, Operations Director of Developmental Services/Community Associates; Cheryl Huntley, Special Projects; Alexander "Sandy" Smith, Director of Adult Mental Health Services; Jesse Sieger-Walls (Wellbeing in Action).

Jon Crystal called the meeting to order at 4:30pm. Agenda adjustment: No public/staff comments.

Approval of Minutes, July 10, 2025: David Roberts made the motion to approve the minutes of July 10, 2025. Gary Margolis seconded the motion. Three adjustments were made (spelling, date adjustment, attendance) and accepted. The vote to approve the minutes was taken and passed.

Update on Executive Director search: Second interviews are underway with strong candidates. Winnowing down to three individuals.

- Final interviews on October 6 and 7 with CSAC groups/teams/interested parties
 - Board invited to one of three candidate dinners on Oct. 6 or town-hall options on Oct. 7.
- Special Session board meeting slated October 16 at 5pm (video) devoted to the decision process

Regular board meeting is October 9. Executive Committee has agreed to have an extra meeting to discuss the ED candidates, date and time to be determined

Some board members cannot attend the interviews but want to be aware of the conversations. Alexa will ask the Search Committee about recording. Jon recognized Louise Sandberg and Alexa Euler for their efforts in this process. Louise recognized Joanne Scott's and Bryan Plant's efforts, and the committee.

DOOD report: Alexa Euler

Alexa shared the salary and benefits report. Open Enrollment is ahead. Investigating an AI reference-check service, which appears to be more like an automated process than AI.

Supervisors Group moving forward with initiatives such as consultation groups, cross-departmental/peer-to-peer opportunities, and a specific middle-managers in mental health training (3.5 days, about 35 people).

Business and Finance: Bill Claessens

Audit next week. Goal: to send to the state in December.

Suggested a Board resolution concerning one- time payout to staff: *Be it resolved: the Board authorizes, for Fiscal Year 2025, \$774,550 to be allocated as a Fiscal Year 2025 one-time compensation adjustment to be paid to staff. As a reference CSAC did \$864,084 one-time salary adjustment in FY 2024.*

Deficit budget approved for FY26, but several significant items have occurred or are expected to occur in FY26 that may assist actual financial results in FY26 to be better than the deficit budget: one EPT payments has been received; DS payment reform is “still out”; DS funding through Waiver ends October 1. We are confident CSAC will not receive 100% of what was received through DS Waiver in the past. If the external financial audit results in a significant additional gain or reduction to current net gain, CFO and ED will discuss and request another board vote.

Kathy Dorman made the motion to approve the aforementioned resolution. David Roberts seconded the motion. The vote to approve the resolution about FY25 one-times was taken and passed unanimously.

ED report: SAMHSA published their strategic priorities. CCBHC is a priority for SAMHSA and the federal government, but harm reduction is not a priority.

The executive office will submit the annual board composition results to KBS next week. David made a motion to allow aggregated data to be available to the public if a request is made. Adam Aguirre seconded the motion. The vote to approve the motion was taken and passed unanimously.

President’s report: Annual appeal letter signing coming soon (see Development Committee report). CFO and ED will present a “change matrix” at the October meeting.

Committee Reports

Executive Committee, Jon: timing of retreat—delay until January or February; strategic planning will begin after the retreat. Committee members—consider if you want to make an addition or a change to your committee commitment.

Development Committee, Marie Lennon: Bocce on Saturday. Annual Appeal drops prior to Thanksgiving. Each director will receive about thirty letters to personalize.

Compliance and Quality Committee: CCBHC and metrics from previous quarter reviewed. Dashboard work set for next meeting, which cannot be held Sept 18—rescheduling for October.

LPSC Y&F, Marie, Jon: reconvening in September.

LPSC MHTPL, Gary Margolis: July 24th meeting: discussion about name change; updates on psychiatry staffing; peer support for Interlude.

LPSC DS/Family Advisory Committee: Bill Cunningham not in attendance

Finance Committee, Joanne Scott and Bill Claessens: need to close land purchase by the end of October. KPIs all strong, cash is strong. Detailed committee report posted.

Presentation: Jesse Sieger-Walls of Wellbeing in Action. Jesse presented the findings of the Community Needs Assessment.

Jesse has agreed to be our consultant for CSAC’s next strategic plan and accompany CSAC with its CCBHC readiness application, which is postponed until the beginning of 2026.

The meeting concluded at 6:34pm.