



MINUTES

Governing Board of Directors
Tuesday, August 30, 2016

Directors Present: Brad Burnside David Johnson Elizabeth Sheils
Barbara Ballard Lucia Orth (phone) Steve Glass
Gene Bauer Ken McGovern Cindy Maude
Don Grosdidier

Directors Absent: Reed Dillon Jane Fevurly

Staff Present: Pat Roach Smith, Chief Operations Officer
Cindy Hart, Development Director
Tracy Kihm, Finance Director
Leah Hansen, Executive Assistant (Minutes)

I Brad Burnside called the meeting to order.

The consent agenda (calendar) according to the Roberts Rules of Order was discussed. Directors were all in agreement that going forth the consent agenda will only include items that are routine procedures that don't require discussion or individual motions. Brad suggested that the Chair and Executive Committee collectively decide on items for the consent agenda prior to each board meeting. The consent agenda at today's meeting will only contain the minutes. Financials and the CEO Report will be discussed and acted on as separate agenda items.

II Public Comment: None.

III Consent Agenda: The Consent Agenda included July 26, 2016 Minutes.

BARBARA BALLARD MOVED TO APPROVE THE JULY 26, 2016 MINUTES; GENE BAUER SECONDED THE MOTION. MOTION CARRIED.

IV Review & Comment: *Cynthia Darting/ BT&Co./ Audit Results:* Cynthia Darting, audit manager at Berberich Trahan & Co. (BT&Co.) presented the audit results of financial statements for the year ending on December 31, 2015. Cynthia discussed the auditor's responsibility and opinion of our financial statements. Bert Nash was found to be in conformity with accounting principles. Accounting estimates & the process used by management was reviewed. It was determined that the Center's estimate of uncollectable and contractually adjusted receivables was fairly stated. Auditors encountered no disagreements with management and were not aware of any other consultations involving other accountants. Bert Nash received one recommendation to either adopt a formal policy regarding placement of bequest gifts or to take action when investing those gifts into the Endowment fund. This would involve formal documentation within the Center's meeting minutes involving the board of directors. The Bert Nash Governing Board

of Directors is continually satisfied with the quality and professionalism of the accounting firm the county chooses to perform our independent audit each year.

STEVE GLASS MOVED TO ACCEPT THE AUDIT REPORT; BARBARA BALLARD SECONDED THE MOTION. MOTION CARRIED.

Organization of Adult Services at Bert Nash: Amy Warren, Adult Services Director, leads Outpatient and Community Support Services (CSS) for Adult Services at Bert Nash. There are several services clients receive that are Evidence Based Protocols (EBP). EBP is defined as care that is carried out according to defined protocols based on research that demonstrates effectiveness. The Adult Services organizational chart was reviewed and discussed. The chart includes a service director, 7 team leaders that oversee 10 teams and 77 staff members that include Masters level social workers, a PhD psychologist, Masters level psychologists, case managers and 11 students. 2/3 of the Adult Services staff serves approximately 2/3 of the clients seen at Bert Nash. Team leaders meet weekly with the service director to discuss oversight on quality management. Each team leader meets with their individual teams on a weekly basis. Amy meets with each team leader for direct supervision. Adult Services continue to implement Level of Care (LOC) standards for all programs and perform a DLA assessment on every new client.

Strategic Plan: David attended a MHCA conference on mergers and acquisitions that was led by Open Minds CEO, Monica Oss. During a conversation with Oss, David explained that the strategic plan was helpful to staff but clearly not built around an appropriately engaged board of directors. A webinar will be held for the board to discuss the needs of board engagement throughout the strategic planning process.

Crisis Center Update: A brief update on developments around the crisis center was delivered.

V Consider for Action: *Additional Search Committee Members:* The initial meeting of the CEO Search Committee is in September. Shirley Martin- Smith, Chair of the CEO Search Committee has suggested adding additional members. Elizabeth Sheils and Jane Fevurly were recommended as additional members on the committee.

CINDY MAUDE MOVED TO APPROVE ELIZABETH SHEILS AND JANE FEVURLY TO THE EXECUTIVE SEARCH COMMITTEE; BARBARA BALLARD SECONDED THE MOTION. MOTION CARRIED.

Board Representative (SED Waiver): It is a state requirement that we include a parent of a SED child or someone that has received SED services as a representative on the board of directors. The board recommended that Kathy and Matt Brown fulfill this role as a joint appointment.

BARBARA BALLARD MOVED TO APPROVE KATHY AND MATT BROWN AS A JOINT APPOINTMENT SERVING AS ONE VOTING MEMBER ON THE GOVERNING BOARD OF DIRECTORS; STEVE GLASS SECONDED THE MOTION. MOTION CARRIED.

Title VI Program for the BNC Transportation Program: Having this plan is one of the requirements for receiving KDOT funding. KDOT requires that this plan be updated and approved by the board every 3 years. This plan outlines the process for filing a discrimination complaint under Title VI and a language assistance plan for those with limited English proficiency. Tracy added the word “the” before Bert Nash Community Mental Health Center in two places.

GENE BAUER MOVED TO APPROVE THE TITLE VI PROGRAM PLAN FOR THE BNC TRANSPORTATION PROGRAM; ELIZBAETH SHEILS SECONDED THE MOTION. MOTION CARRIED.

Financials: We had a loss in July due to the 4% Medicaid rate reduction, fewer business days during the month and loss of Health Homes. One of the MCO’s had paid for services in error and is now recouping them. There are several Centers that have completely omitted their Health Home staff and services. We kept the vast majority of our team, billing appropriate services and doing care coordination. Our budget did not anticipate the ending of the Health Home contract. Steve suggested that the words “paid in” be omitted from the second paragraph on the financial summary. Tracy will correct the wording.

GENE BAUER MOVED TO APPROVE THE JULY 2016 FINANCIALS; CINDY MAUDE SECONDED THE MOTION. MOTION CARRIED.

VI THE MEETING WENT INTO EXECUTIVE SESSION AT 8:40 A.M. THE REGULAR MEETING RECONVENED AT 8:55 A.M.

VII Adjourn: The meeting adjourned at 8:55 a.m.

The next Governing Board meeting will be Tuesday, September 27, 2016.