



MINUTES  
Governing Board of Directors  
Tuesday, April 25, 2017

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

Directors Absent: Reed Dillon

Staff Present: Pat Roach Smith, Chief Operations Officer  
Amy Warren, Adult Services Director  
Tracy Kihm, Finance Director  
Leah Hansen, Executive Assistant (Minutes)

Transition Committee: Jean Milstead

I Brad Burnside called the meeting to order. Immediate Past Chair; Jane Fevurly, was thanked for her service on the board.

II Public Comment: None.

III Consent Agenda: The Consent Agenda included the March 28, 2017 minutes.

**CINDY MAUDE MOVED TO APPROVE THE CONSENT AGENDA; GENE BAUER SECONDED THE MOTION. MOTION CARRIED.**

IV Review & Comment: *Crisis Stabilization Unit Update:* David Johnson, Pat Roach Smith, Amy Warren, Sharon Zehr & Juliet Nelson are meeting with the county tomorrow to talk more about the process and impact of a crisis center at LMH. David wants to talk to Craig Weinaug about bringing back a focus with law enforcement. Amy Warren, Director of Adult Services, is engaged in a crisis residential best practices workshop that is working to establish a best practices tool kit. This group consists of 193 organizations running 324 crisis centers. Amy's group meets monthly and is focusing on best practices for both adults and children. Ken McGovern recommended that Bert Nash provide a 15 minute update to the LMH board in the near future.

*Strategic Plan Update (Objective 4: To Establish Bert Nash as a provider of choice for crisis services providing forensic services for the state of Kansas, particularly Douglas County):* Amy Warren provided an update to areas of development within Objective 4 of the strategic plan. Douglas County Undersheriff; Gary Bunting, will speak to Adult Services during an all CSS meeting for community based staff in May regarding the jail remodel.

The following highlights were discussed:

- **Continue CIT training for Douglas County law enforcement**
  - Several staff members at Bert Nash attend monthly CIT council meetings.
  - To date, 4 CIT trainings have been carried out to law enforcement and community partners.
- **Work to support a referendum, that if passes, would fund construction of a crisis facility**
  - Bert Nash leadership works closely with the county addressing current staffing needs and needs of the Center.
- **Determine sources of revenue that would support the operation of a crisis center**
  - Bert Nash leadership is working in partnership with local government to secure funding for a crisis center.
  - Sub-group and planning meetings with the county are providing education about our current programming and staffing needs.
- **Implement a process for soliciting forensic services expansion recommendations**
  - Alternatives to incarceration for the mentally ill are happening through the development of the Behavioral Health Court.
  - Currently serving 8 participants in the health court at this time.
  - Position has been posted for a Mental Health Co-Responder through the Lawrence Police Department. This person will start in the spring. This position will be based in our Access Center.
  - Mental Health First Aid will be provided to new recruits in August 2017.
- **Determine sources of funding to help support forensic services**
  - Goal is to seek out whether we can develop a partnership with KS Department of Corrections for funding and development of services.
- **Determine forensic services of interest**
  - Continue the great programming at Douglas County Jail (jail re-entry/ AID program).
- **Performance Measures:**
  - School of Social Welfare is working in partnership with the group to determine best practices and outcomes of the Behavioral Health Court.
  - Policies have been formed by Behavioral Health Court team leader; Sharon Zehr, for the health court establishment and implementation.
  - Adult Services has carried out 3 trainings on how to assess, gather outcomes and bill for crisis.

*Campaign Update:* No discussion.

*CEO Report:* David provided an update on Patrick's transition to Kansas.

V Consider for Action: *Financials:* Tracy reviewed the February 2017 financials. Financial statements are prepared using two types of software. Information is uploaded from the electronic health record to the software. Payroll must be finished prior to the upload and all information must be correct. Deposits need to be reconciled with the bank account prior to the upload as well. The upload takes several hours and all the detail takes an entire day. Revenue

accruals and pre-pays are being performed by other staff during this time. It takes approximately 15 days to complete payroll, and a new payroll specialist has been hired.

The Income Statement looks good. Fee for Service is typically higher than budgeted for this time of year. We normally see lower revenue months later in the year.

The Health Home team is now billing and up to full capacity. There is no contract revenue any more.

Salaries are significantly under budget primarily due to vacant medical staff positions. Last year during budgeting we did not know if the Department of Labor overtime rule would be implemented or not, so salaries were budgeted at 100% to allow for some potential overtime.

Program expenses are higher than budgeted due to Locum Tenens and paying for contracted medical staff.

The Endowment will pay for the CEO search fees.

**BARBARA BALLARD MOVED TO APPROVE THE FEBRUARY 2017 FINANCIALS. ELIZABETH SHEILS SECONDED THE MOTION. MOTION CARRIED.**

*County Budget Submission:* The Finance Committee reviewed the Douglas County budget request prior to our submission to the county. The board was asked to ratify the submission. Brad Burnside asked for an email acceptance to be sent that would seek individual board approval.

**VI THE MEETING WENT INTO EXECUTIVE SESSION AT 8:29 A.M. THE REGULAR MEETING RECONVENED AT 9:00 A.M.**

VII *Adjourn:* The meeting adjourned at 9:00 a.m.

The next Governing Board meeting will be Tuesday, May 30, 2017.