



MINUTES
Governing Board
December 11, 2018

Present:

Brad Burnside, chair
Lucia Orth
Patrick Schmitz
Steve Splichal
Martha Gage

Barbara Ballard
Tina Rosenthal
Jane Fevurly
Gene Bauer
Gene Dorsey

Absent:

Matt Brown
Ken McGovern

Staff Present:

Emily Farley, Development Mgr
Beth Ankerholz, Director IT

Kathy Nichol, Executive Assistant
Mike Meigs, Finance Director
Scott Criqui, HR Director

Order: Brad Burnside called the meeting to order at 7:30am and welcomed new board member, Gene Dorsey.

I. Consent Agenda:

Brad Burnside asked for a motion to approve the consent agenda, which consisted of the October 2018 Governing Board Meeting Minutes; so moved by Jane Fevurly; seconded by Gene Bauer; approved by all.

II. Business Items:

a. 2019 Budget (handout)

The budget documents were sent to board members prior to the meeting. The finance committee recommends approval. Discussion ensued regarding how BNC compares to the efficiency, capacity, and productivity benchmark standards across the county and state. Discussion ensued.

Brad Burnside asked for a motion to approve the 2019 Budget; so moved by Barbara Ballard; seconded by Lucia Orth; approved by all.

b. Line of Credit Renewal

US Bank historically provides the Bert Nash Center with a line of credit. Bert Nash is provided with a standard market rate that is not determined by Brad Burnside. Patrick Schmitz is the authorized signer. Discussion ensued. Brad Burnside has no involvement approving the line of credit Bert Nash can receive and was not in the room for this part of the discussion. The line of credit is for \$500K at 4.8% interest with no fees.

Lucia Orth motioned to approve the renewal line of credit; so moved by Gene Bauer; seconded by Barbara Ballard; approved by all.

c. Tier II Housing

Patrick Schmitz stated the transitional housing, 10-12 bed unit (part of the recovery campus North of BNC) will be funded by a \$500K grant and \$480K from Douglas County, leaving a \$300K gap. Mathew Faulk is applying for a Federal Home Loan grant, but will not know if awarded until the Spring. If the grant is not awarded,

Douglas County would like to know if BNC is willing to cover the gap. Discussion ensued.

Brad Burnside asked for a motion to secure financing the \$300K gap for Tier II if the applied for grant is not awarded; so moved by Gene Bauer; seconded by Steve Splichal; approved by all.

d. Nominations

Patrick Schmitz reviewed the potential board nominations, as follows:

Barbara Nash and Vicki Otten have agreed to be on the Endowment Board. Cathy Daicoff and Julie Lintecum are very interested in being on the Endowment Board but are delaying due to prior commitments. Amy Northrup will be meeting with Patrick Schmitz and Sheryl Jacobs to discuss being a part of the Endowment Board.

Brad Burnside asked for a motion to approve the nomination to the Endowment Board of Barbara Nash and Vicki Otten; so moved by Barbara Ballard; seconded by Martha Gage; approved by all.

Clay Britton and Kirsten Kuhn (consumer) are both interested in the Governing Board and will be scheduled to meet with Lucia Orth and/or Brad Burnside.

Tina Rosenthal asked for a bio and more information on nominees moving forward.

e. Psychiatric Lease Agreement

Patrick Schmitz reported that BNC has been in conversation with LMH who have been able to attract several psychiatrists. The idea is the psychiatrists would share 50% of their time with community partners, like BNC. Douglas County has committed to fund part of the cost over a three-year period. Schmitz also announced BNC has hired a psychiatrist who will work four days per week starting December 17th. Discussion ensued. No motion is needed at this point.

III. Reports

a. Brad Burnside, Chair – none

b. Patrick Schmitz, CEO

i. Reorganization –

Patrick Schmitz reported that BNC is moving from a COO to a CCO. With this, HR and IT directors will now report to Patrick Schmitz. In preparation of Beth Ankerholz's retirement in August 2019, office operations will report to the Finance Department under Mike Meigs. The organization chart will be shared with the board once it is clearer. Discussion ensued.

ii. Intake Data – Beth Ankerholz (handout)

Beth Ankerholz reported BNC had 200 intakes in October, being the highest ever for CFS intakes at 59. November intakes increased over the previous two years and is seasonally related. The board requested another chart showing annual totals for future meetings.

Brad Burnside asked about effects from the DBT Therapists departing early in the year. Beth Ankerholz reported there are currently 20 DBT referrals with more coming in. Two currently open positions are being offered to therapists which will make the DBT fully staffed. Tina Rosenthal requested an article writeup introducing new therapists to the community.

Any Service and Med Eval show a spike in October for the number of days from intake to next appointment. Beth Ankerholz stated this is due to BNC removing the need for clients to receive other services prior to med evals. It is suspected this will level off in the next few months due to higher capacity with telemed services and the hiring of Dr. Huston, new psychiatrist. The State metric is 14 days for clients to be seen. BNC would like to see 5 days.

iii. HR –

- The Adult Services Director has been hired and will start January 2nd
- Amy Warren's last day is January 4th
- There is a Development Director interview this afternoon. A previous candidate requested a phone meeting on December 12th
- Scott Criqui stated e3/Datis implementation has gone well and staff are adjusting well to the different mindset. Have had 86-87% compliance to clocking their own time and submitting their timesheets. The application tracking software has increased applications by 100%.

iv. Stabilization Center Operations

Patrick Schmitz reported there is a conversation with Douglas County, BNC, and LMH on who will be in charge of the new facility for 'plant operation'. Discussion ensued with the conclusion that Patrick Schmitz will keep the board updated on information brought forth by the HLC meetings.

v. Healthsource (HS)

BNC has been contracting with HS to fill the gaps in staffing for services during afterhours and holidays, which BNC is obligated to staff. HS is an entity under the State Association and are paid a flat rate per screen which is similar in cost to hiring an employee. Discussion ensued.

c. Mike Meigs, Finance Director

i. October 2018 Financials (handout)

Mike Meigs reported on graph page: Operating Revenue is 94% of budget. Fee Revenue is 92% of budget and per business day. The Endowment fund has decreased, following trends in the stock market. Very slight changes are shown in the pie graphs.

Mike further reported that the Income Statement Total Revenue is below budget, expenses are below budget, and income for October is at a \$36K loss. Fundraising and county funding will assist BNC in coming closer to budget predictions by the end of the year.

Current cash reserves will cover 2.77 months of operating costs. A formula error was found and corrected, causing a slight decrease in the months coverage. Payroll is also causing a difference in cash flow due to payments every two weeks instead of once per month. The increased Accounts Receivable will attribute to lower cash reserves, as well.

Mike stated the auditors will be on site for pre-work this week. He is also looking into what other CMHC's finance processes and procedures are.

Brad Burnside is very complimentary to Scott Criqui for e3/Datis implementation and finding the compliance flaw in the previous 401K plan.

Brad Burnside asked for a motion to the October 2018 Financials; so moved by Barbara Ballard; seconded by Gene Bauer; approved by all.

d. Emily Farley, Development Manager

i. Development Update (handout)

Emily Farley reported there have been 42 tours with 445 guests attending. 194 people attended the November 14th Breakfast with 51% of them having attended a DBN tour (the goal is 40% and BNC hasn't had over 35% in the past). Of that 51%, 46% donated monies. The morning of the breakfast netted \$91K, \$115K in Leadership Challenge gifts, and the venue/food/staff donation.

The annual appeal has been sent out through USPS, e-mailed to constituents, and placed in the LJWorld. The last three years have brought in an average of \$6K per year. Emily Farley asked board members to be thinking of Pioneer Celebration nominees (to be scheduled in April). The group was reminded the capital campaign goal for 2019 will be focused on CFS. Golden Hours will start back up in February.

Emily Farley asked for everyone to review the 'Save the Dates' on the back of the handout. January 8th is the next public DBN tour. Patrick Schmitz stated the hosted, private tours have had a significant improvement in involvement and commitment. Patrick also stated the Emily has done a remarkable job with the tours. Tina Rosenthal recommends board members holding a private tour.

Tina Rosenthal asked Emily Farley and Patrick Schmitz their thoughts on the Premier Party. Discussion ensued concluding that Sharon Ervine will be asked about the timing of events and the asking portion of the Premier Party.

IV. Other

- a.** Climate Survey – Patrick Schmitz reported the climate survey will be sent to BNC staff today.

V. Adjourn:

Patrick Schmitz asked for a motion to adjourn the meeting; so moved by Jane Fevurly; seconded by Lucia Orth; approved by all. The meeting adjourned at 9:24am.

The next Governing Board meeting is January 29, 2019 at 7:30am in the boardroom.