



MINUTES
Governing Board
April 30, 2019

Present:

Brad Burnside
Lucia Orth
Patrick Schmitz, CEO
Gene Bauer
Martha Gage
Matt Brown

Gene Dorsey
Jane Fevurly
Clay Britton
Kirsten Kuhn
Ken McGovern
Steve Splichal

Absent:

Barbara Ballard
Tina Rosenthal

Staff Present:

Grace MacMillan, WRAP Specialist (5 min.)
Stephen O'Neill, COO
Kathy Nichol, Executive Assistant

Mike Meigs, Finance Director
Scott Criqui, HR Director
Brenda Cherpitel, Development Director

- I. **Order:** Brad Burnside called the meeting to order at 7:32am.

- II. **Special Presentation by Grace MacMillan, WRAP Specialist**
Grace MacMillan shared about her WRAP position in the therapeutic classroom. Grace spoke about responding to needs of students and shared the impact on a particular student. In appreciation, this student wrote and performed a song, which Grace played for the group.

- III. **Consent Agenda:**
Brad Burnside asked for a motion to approve the consent agenda, which consisted of the March 2019 Governing Board Meeting Minutes; so moved by Martha Gage; seconded by Jane Fevurly; approved by all.

- IV. **Business Items:**
 - a. **Board Orientation**
Patrick Schmitz reported that Kathy Nichol and Erika Dvorske (SS&C) have nearly completed the board orientation manual and presentation. The orientation will consist of both boards for a one-hour meeting. Possible dates have been compiled (handout) and a Doodle Poll will be sent out this week.

Brad Burnside reiterated each board members fiduciary responsibility of understanding the Center's financials. All board members are welcome and encouraged to attend any Finance Committee meeting (handout).

 - b. **Board Retreat**
Patrick reported the board retreat will occur in June. This is a combined half day meeting for members of both boards. A Doodle Poll will be sent out for June dates.

 - c. **Board Positions**
The Governing Board Chair nominee is Brad Burnside. A motion was requested for Brad Burnside to be Chair of the Governing Board; so moved by Gene Bauer; seconded by Lucia Orth; approved by all.

The Governing Board Chair Elect nominee is Tina Rosenthal. Brad Burnside and Patrick Schmitz will speak with Tina Rosenthal about her interest in the position.

V. Reports

a. Brad Burnside, Chair

Brad Burnside reported that he attended the BNC all staff meeting on March 29th. Brad stated he commented to the staff that “The Center is in a period of extreme change, but it will never be this slow again.” He also assured the staff that the board is behind Patrick and the administrative changes that are happening. Brad noticed the entire room was engaged and that Right Time Care was a staff concern. Brad further shared he was glad he attended the staff meeting and that he was impressed with Patrick’s command of the meeting and Stephen O’Neill’s comments.

b. Patrick Schmitz

i. Program Updates

Patrick stated that BNC is in discussion with DGCO regarding the 2020 budget with no increase in funding expected. The Board will be updated as the talks move forward.

Patrick reported the DGCO health insurance benefits are changing due to rising costs. Scott Criqui is very involved and reported an increase of 8% for all premiums. Scott also stated the county is being more proactive with a wellness focus and possible tiered system for benefits. Scott is investigating the fact that BNC is a high cost center where more is spent per person. Scott also stated BNC has offered to be an active partner in wellness activities. Open Enrollment for staff is May 8-15.

Patrick reported the DGCO is hiring a KC area organization to develop a program to house ten men who have substance abuse histories. Discussion ensued.

Patrick explained that Right Time Care is a system where clients will be instructed to call BNC within a particular timeframe to schedule an appointment within 3-5 days. If the client does not call, then BNC will contact them. Patrick stated this system will reduce no-shows and allow greater flexibility when scheduling clients. A soft kick off is happening now so that staff concerns can be worked out. Full implementation is July 1st.

Patrick reported interviews for Tier I & II construction managers are in process with the winner being selected by June, followed by the bidding process. Construction will begin by late summer. Patrick also stated the archeological study did not find any artifacts. Patrick reminded the board that Mathew Faulk is writing the FHL program grant application for the remainder of funds needed for the project. The due date is the end of May.

ii. Intake Data

Patrick reviewed the Intake Data reports highlighting that 2019 is on trend with 2017 regarding the number of clients served and BNC is continuing a decreasing trend in the number of days from intake to the first appointment.

Patrick cited psych services continue to increase the number of clients served. This increase is due to: continued supportive funding from DGCO, elimination of requirements causing barriers for clients prior to receiving a med appointment, addition of behavioral health consultants for therapy, addition of CMA's for vitals, provider schedule changes. Discussion ensued regarding how Heartland is utilized. Patrick shared statistics stating the wait time for children will decrease by adding another provider starting in July. Data shared:

| DATA | Qtr 1 2018 | Qtr 1 2019 |
|----------------|----------------------------|--------------------------------|
| FTE | 4.66 | 8.26 |
| Encounters | 1647 | 2521 |
| Clients Served | 1188 | 1652 |
| New Clients | 120 | 452 |
| Wait Time | Emergent and waitlist only | Adult-same day Kids-4 weeks |

iii. Other

Stephen O'Neill stated the Performance and Capacity Plan where expectations and goals (including collaborative documentation) for various employee groups was rolled out in February. Stephen further reported that BNC is moving in a positive direction that will be financially impactful (e.g. Note completion has increased over 20% where Center wide 84% of notes are completed within 24 hours.) Stephen stated Collaborative Documentation training and mentoring will continue for all staff as productivity is ramped up throughout the year.

Patrick and Stephen reported the new CFS Director is Judi Rodman and she will start on June 17th. She has worked in the area for over 20 years and has vast knowledge of the Kansas systems.

c. Mike Meigs, Finance Director (handouts)

Mike Meigs reviewed the charts: March is running at 98% of Operating Revenue and 93% of Fee Revenue; Fee Revenue per business day are YTD totals and March is up \$1K from the prior month; endowment is up to \$4.8 million as of 4/29/2019.

Mike reviewed the Billable Hours graph showing an uptick in billable hours related to FTE's. Mike stated April is trending even higher. Brad Burnside pointed out how telling the graph is with the events that happened in the summer of 2018.

Mike further reported: March had an income of \$16K beating the budgeted loss of \$9K; Cash and Deferred Revenue are down due to providing services that used funds supplied earlier in 2019; There is adequate cash reserves to cover 3.31 months of operating expenses; Expenses are less than budgeted due to vacant positions.

Mike stated the next few months may be difficult due to newly hired staff that is non-revenue producing. In the long-term, these positions should generate revenue to help pay for themselves as new programs are added and existing ones reviewed. Mike also stated that BNC is working towards a six month reserve of monies to be more in line with industry standards.

Lucia Orth asked if having WRAP Therapists in the schools help with referrals to CFS therapists at BNC? Stephen responded saying overall it is helpful to have that connection.

Gene Bauer asked if BNC performance directly impacts funding? Patrick stated that historically BNC not having data and metrics may have affected funding and credibility. Patrick further explained that current partnerships are allowing for more data collection all around and are building stronger relationships. Patrick reported more funding is coming from the state level. Medicaid expansion would also help.

Brad Burnside asked for a motion to approve the March 2019 Financials; so moved by Steve Splichal; seconded by Gene Bauer; approved by all.

d. Brenda Cherpitel, Development Director

Brenda Cherpitel thanked everyone who attended the Pioneer Celebration on April 22nd. Patrick and Brenda stated what a wonderful job that Emily Farley did. Brenda then requested comments from the board. Gene Bauer thought it was excellent.

Brenda reviewed the Building Bert Nash report. Brenda stated a large focus for 2019 Cultivation Team will be on building and reconnecting with current Celebrate Bert Nash members and making new relationships, industry donor retention rates are 50%. Brenda requested board members to host a private DBN tour and helping to get more scheduled. Brenda announced she is continuing the development of branding for Building Bert Nash, the fundraising part of BNC. The identity campaign will be unveiled at the Board Retreat in June.

e. Other

Steve Splichal shared his sincere thanks to Patrick and Stephen for working with the school districts to develop the WRAP MOU. Steve explained the consensus was that BNC is truly partnering with the schools, which speak to the overall perspective for what is good for our kids. Steve stated they have done a remarkable job and is looking forward to seeing the candidates who will fill the open WRAP positions.

VI. Adjourn:

Brad Burnside asked for a motion to adjourn; so moved by Jane Fevurly; seconded by Matt Brown; approved by all. The meeting adjourned at 8:55am.

The next Governing Board meeting is May 28, 2019 at 7:30am in the boardroom.