



**MINUTES
Governing Board
May 28, 2019**

Present:

Brad Burnside
Patrick Schmitz, CEO
Tina Rosenthal
Gene Bauer

Gene Dorsey
Jane Fevurly
Kirsten Kuhn
Kathy Brown

Absent:

Barbara Ballard
Ken McGovern
Lucia Orth
Martha Gage
Clay Britton
Steve Splichal

Staff Present:

Julia Gaughan, MHFA Training Supervisor
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 7:31am.

II. Special Presentation by Julia Gaughan, MHFA Training Supervisor

Julia Gaughan presented a brief overview of what Trauma Informed Care (TIC) is and how Bert Nash is implementing it for staff and clients. Bert Nash was a TIC Learning Community through National Council for 1 ½ years which finished in March. Continued TIC work is being led by the PART team at Bert Nash.

Jane Fevurly stated a book, 'The Deepest Well', and TED Talk by Nadine Burke Harris, M.D. are excellent resources for interested Board Members. Julia Gaughan will provide the ACES questionnaire related to the TIC research, the Resiliency questionnaire, and links to the referenced Nadine Burke Harris, M.D. resources.

III. Consent Agenda:

Brad Burnside asked for a motion to approve the consent agenda, which consisted of the April 2019 Governing Board Meeting Minutes; so moved by Gene Dorsey; seconded by Tina Rosenthal; approved by all.

IV. Business Items:

a. Board Orientation Feedback

Brad Burnside requested feedback regarding the Board Orientation presentation that occurred on May 21st. Discussion ensued. The group concluded that going to another level of how the boards interact with each other would be a good next step. This will be addressed at the Board Retreat in June.

b. Board Positions – Chair Elect

Brad Burnside will visit with several members about this position, individually.

c. Board Resolution

Brad Burnside asked for a motion to approve the following resolution regarding financial statements and transfer of Vanguard funds; so moved by Gene Bauer; seconded by Gene Dorsey; approved by all:

All financial statements should be sent to attention the attention of Michael Meigs rather than Tracy Kihm. Signers should now be Patrick Schmitz and Michael Meigs. Stephanie Shelley is authorized to make transfers within the Vanguard funds.

d. Executive Session – moved to the end of the meeting

V. Reports

a. Brad Burnside, Chair

Brad Burnside had no reports.

b. Patrick Schmitz

Patrick Schmitz stated a CEO report will be included in the informational packet sent to all Board Members prior to each Governing Board meeting. Items on that report will be discussed as requested by Board Members, otherwise the focus will be on strategic plans of Bert Nash.

i. Program Updates

Patrick stated the WRAP expansion is continuing with hiring therapists for Baldwin, Perry Lecompton, Eudora, and Lawrence. A total of seven WRAP therapists will be hired by early June for training to occur in July. All WRAP therapists will follow the school year schedule. Negotiations for additional funding from USD 497 is in progress due to expanding the Lawrence high school therapeutic classroom program to add 5-6 more children in 2019.

Patrick referenced the legislative update included in the information packets. He noted that the funding the Governor vetoed will not affect BNC but will affect three other Kansas CMHC's relating to crisis care. The Board will be updated as more information becomes available.

Patrick reminded the Board about the focus goals that the Executive Team has been working on, facilitated by Julia Gaughan. The focus for 2019 is to become the behavioral health care provider and employer of choice. Two overarching goals are: 1) Increase access to care for the community by having the right people and resources available at the right times and 2) Develop supervisor and leadership skills and provide clear and consistent expectations for all staff. The Center has made great progress toward meeting these goals and will be shared by e-mail with Board Members this week.

Patrick reported the interviews for the construction manager at risk for Tier 2 and Tier 3 are complete. The selected candidate will be accepted by the Commission at their June 5th or 12th meeting. The next step will be to finalize the building construction details and schedule. Construction is expected to start this summer. Patrick stated that work is continuing regarding the design and management of the specific programs.

Patrick also reported the County is bringing in a consultant from Arizona for the crisis center (Tier 1) project. Due to the amount of planning still needed, the expected opening won't be until 2022. Discussion ensued regarding the

operational and programming management of the crisis center. Patrick mentioned that conversations with community partners regarding this project have been positive and effective. The Board will be updated as more information becomes available.

ii. Intake Data (Handouts)

Patrick reviewed the Intake Data and Calendar Days to First Appointment reports. Highlights include intakes have increased for both children and adults, (202 new individuals were seen in April), and the number of days is continuing to decrease (defined goal is less than one week). Patrick pointed out these reports speak to the hard work that staff are doing towards meeting client needs.

iii. Other

1. Patrick stated the Timeliness Report (handout) shows 88% of progress notes are being completed in under 24 hours, compared to 64% in January.

Patrick reported an electronic board is being investigated in order to indicate client needs that staff can pick up when not seeing clients (due to no shows, cancellations, or open time). This process will increase Center productivity and continue to enforce all staff assisting all clients in any department. Clients will always have the right to decline a new staff member assisting them and will be rescheduled when their regular staff member is available.

2. Brad Burnside asked about how BNC should communicate the positive changes to community partners and the community at large. Stephen O'Neill stated the Executive Team is working on preparing that message and finding appropriate ways to disseminate that information (social media, newspaper, direct information). Jane Fevurly reminded the group that it is everyone's responsibility to market the good things that BNC is doing.

c. Mike Meigs, Finance Director (handouts)

Brad Burnside stated it is expected that all Board Members read and review the information packet sent prior to the meeting. Today's, and all future financial reports, will only focus on questions and highlights.

Mike Meigs reported there was a larger loss in April than budgeted. The main contributor was changes in revenue due to fundraising being down and MHFA revenue in prior months. Expenses have not changed much but do include computer equipment purchases which was a donation from 2018. Psychiatric funding of \$75K from the County will increase revenue in the near future and actually takes the YTD loss to a gain of \$20K.

Mike Meigs reviewed the 12-month budget and forecasted that BNC will end the year with a positive number. Gene Bauer asked that the forecast be updated and reported on a monthly basis.

Mike Meigs stated May will be in the 300-hour range for Billable Hours, consistent with the past two months. Items affecting the billable hours include: types of services provided, processing time in AR for services provided, and the response time from the insurance companies. Stephen O'Neill stated BNC is investigating adding to the payor mix which will assist with more clients with insurance receiving services.

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

d. Brenda Cherpitel, Development Director

Brenda Cherpitel reviewed the Building Bert Nash Report. She indicated there is an additional sponsor for the Celebrate Bert Nash Breakfast bringing the sponsorship total to \$5K, halfway to the goal of \$10K. The number of Point of Entries (Discover Bert Nash tours) is consistent with last month.

Brad Burnside reiterated the need for Board Members to host private tours, where Tina Rosenthal then stated she would assist anyone interested. Patrick Schmitz stated private tours are more effective and critical to provide the trickledown effect to gain continued and further support.

Brenda requested volunteers for public tour greeters. She also announced the Celebrate Bert Nash breakfast has been moved to November 13th to avoid conflicts with the day after election night. Additional announcements included: Speakers for the event are being sought; 'Creating Change' is this year's theme; the Schriners have agreed to host the After-Party Celebration on December 12th at 5:30pm.

Patrick Schmitz announced that John Hampton has stepped down from the Endowment Board due to current work commitments. The process has been started to find a new Endowment Board Chair. Gary Sollars has agreed to serve as Chair until the position has been filled.

Brenda Cherpitel stated the Cultivation Team has written a plan for the next 12-months. Individual portfolios of current CBNS members have been developed and assigned to each Cultivation Team member. The goal is to make contact and further enlist the CBNS members' support of BNC prior to June 30th. Later this year, the process will be expanded to those CBNS members who paid off pledges in 2018 and new prospects.

Brenda Cherpitel reported the Building Bert Nash branding concept is continuing to be developed and will be presented at the June 24th Board Retreat.

VI. Executive Session

Brad Burnside moved to adjourn the regular meeting and enter into Executive Session at 8:49am for 30 minutes; so moved by Tina Rosenthal; seconded by Gene Bauer; approved by all.

Brad Burnside moved to adjourn the Executive Session and resume the regular meeting at 9:25am; so moved by Gene Bauer; seconded by Gene Dorsey; approved by all.

The Executive Session was attended by only Board Members where discussion of Patrick Schmitz's compensation and contract occurred. Information will be given to Patrick Schmitz for his review. Ratification of said contract will be discussed at the next Governing Board meeting where approval will be made retroactive to Patrick Schmitz's anniversary date.

VII. Adjourn:

Brad Burnside asked for a motion to adjourn; so moved by Jane Fevurly; seconded by Gene Bauer; approved by all. The meeting adjourned at 9:28am.

The next Governing Board meeting is June 25, 2019 at 7:30am in the boardroom.