



## **Board of Directors Meeting Minutes**

Monday, September 26, 2022

10:00 am – 12:00 pm

181 Crawford Rd, Derby, VT

Zoom Meeting

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**Present:** Denise Niemira, Chair; Jane Kitchel, Secretary; James Hemond; Lisa Boskind; Kari White; Stacy Thrall; Larry Wall; Neila Anderson-DeCelles (late entry)

**Staff Present:** Kelsey Stavseth, Executive Director; Denis Houle, CFO; Brooke Bury, HR Director; Joseph Forscher, Chief of Behavioral Health; Colleen Bosse, Executive Office Administrator; Roseann Sbarra, Director of Operations;

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### **I. Call to Order and Approval of Agenda.**

Dr. Niemira, Board Chair, called the meeting to order at 10:05 am.

Mr. Wall moved to approve the agenda. Motion was seconded by Ms. Kitchel. There was no discussion. All members present voted in the affirmative. Motion carried.

### **II. Board Education: Mental Health Treatment Facility**

Mr. Forscher, Chief of Behavioral Health, shared his screen with a presentation about The Front Porch mental health treatment facility.

Problem = There is no facility available for non-medical crisis except hospital EDs

Solution = Provide immediate access to a continuum of crisis response services

Goal = To reduce the number of ER visits for people in mental health crisis

The name = Front Porch Crisis Care+

- This will provide a safe low-stress non-hospital setting, with 24-hour access, safe observations and immediate relief of symptoms. Care will also provide recommendations and follow up appointments.
- “No wrong door” approach to help reduce the rates of incarcerations and lower utilization of restrictive services
- The facility is designed for short term stabilization
- The program is intended to start with adults and later branch out into adolescents.

Phase 1 – Treatment will include person-centered and recovery oriented, trauma informed care, Cognitive Behavioral, motivational interviewing, illness management and recovery. Staffing will consist of a Department Director; licensed clinicians; critical access clinician; peer specialist/case manager.

This facility and approach aligns with NKHS strategic plan goals offering an innovative way to increase access; opportunity to be a leader in the community; innovative way to deliver services

Ms. White asked several questions regarding collaboration, co-occurring crisis, transportation, and capacity.

- 1) Collaboration is planned with other partners/referral partners like schools, PCPs, and other service providers
- 2) The facility will address co-occurring crises (substance misuse) by aligning resources (i.e. PIP bed)
- 3) There is no specific answer to transportation solutions (how to get people there that don't have a way to get there). This could lie in the collaborative efforts.
- 4) Capacity will be dependent on funding and staffing and the facility itself. We will build with the ability to expand and are currently looking at properties.

Ms. Thrall suggested reaching out to the Restorative Justice Center, as they have trained volunteers who can help get people from point to point.

Mr. Wall inquired if NKHS is the only agency looking at a program/facility like this. Mr. Stavseth explained the idea for the treatment facility started some time ago. It has involved a great deal of work and collaboration with the hospitals and law enforcement. The next steps will include advocacy and where to locate the facility.

Ms. Kitchel noted the recent groundbreaking for the NVRH Empath Unit and wondered how the two projects might fit together. Mr. Stavseth noted the programs will enhance each other. They fit into the continuum of care, and clients will be able to step up and down depending on the level of crisis. Ms. Kitchel feels that a central location will be important for both access and staffing.

Ms. Kitchel also inquired about the potential to blend funding from the Division of Substance Use (DSU- formerly ADAP) and DMH. Mr. Stavseth responded that we have not directly engaged ADAP. Ms. Kitchel is willing to offer support.

Ms. Thrall noted considering a rural area for location might be worth considering. It could provide a beautiful setting and would not be in someone's backyard.

Ms. Boskind has had experience with her own children who needed hospital diversion. Two big issues for her kids were that they didn't want to go because it was too far from home and they were not allowed to have any family contact.

Neila entered – 10:54

### **III. Secretary's Report.**

Ms. Anderson-Decelles moved to approve the minutes from the August 29, 2022, meeting as written. Ms. White seconded the motion. There was no additional discussion. All members present voted in the affirmative. Motion carried.

#### **IV. Treasurer's Report.**

Mr. Houle presented the July financial report.

Month to Date:

- Revenues are remaining consistent and stable
- Monthly revenues are 2.53% ahead of budget
- Mental Health and IDDS programs are both below budget
- Adult is hitting its payment reform numbers, but Children's is missing the target
- We had to earn an insurance settlement that is skewing revenues for the month.
- The negative variance is related to the change to Credible
- Expenses are under budget by 4.34%, mostly due to bonus payroll and contracted services.
- Vacancies and fringe benefits are the biggest areas of savings (\$344,722 combined).
- Healthcare costs are under budget (\$58,500) and other personnel costs are under budget (\$45,500). Building and transportation expenses remain under budget.

Overall, NKHS is in a strong financial position with 100 days of cash on hand  
Mr. Houle expects to be back in the finance cycle by the October meeting.

Financial information was sent to the Board members following the Budget & Finance Committee meeting. Board members agreed the information and format that Mr. Houle presented is helpful in their fiduciary responsibility. Dr. Niemira reminded the Board the Budget & Finance Committee meets on Thursday before the Board meeting, which leaves a short turnaround time to get financial information to the Board to review.

Ms. White moved to approve the July 2022 financial statements, as recommended by the Budget and Finance Committee. Ms. Kitchel seconded the motion. All members present voted in the affirmative. Motion carried.

#### **V. Standing Committee Reports**

Standing committee reports were included in the board packet.

Addictions – The Addictions Committee is busy networking and recruiting

Adult – AO had nothing new to report

Children's – There was no quorum. Those present did review the Charter. Josh Burke did a presentation on Emergency Services.

IDDS – IDDS did not meet in August due to agency picnic.

#### **VI. Annual Meeting**

The Annual Meeting is scheduled for Monday, October 24.

Ms. White and Ms. Thrall have a potential conflict with time due to travelling to a conference at Killington. The Annual Meeting will begin at 9:00 am to avoid the conflict. The regular monthly meeting will begin at 10:00.

Mr. Wall moved to hold the Annual Meeting of the Corporation followed by the monthly Board meeting, in person at the St. Johnsbury office. Ms. Thrall seconded the motion. There was no additional discussion. All members present voted in the affirmative. Motion carried.

Future in-person meetings will alternate locations between St. Johnsbury and Derby.

Dr. Niemira noted that interim members, who joined the Board during the last year and filled a vacancy, will be voted in for first terms.

The board will conduct its annual self-evaluation at the October Executive Committee meeting. This evaluation formation will be a SWOT.

Ms. Anderson-DeCelles will contact Bob Chimileski to recruit as a board candidate.

## **VII. Executive Director Updates**

### **Mental Health Treatment Facility:**

Information has been presented to the State. Mr. Stavseth, Ms. Nelson, and Mr. Forscher met with Alison Krompf and DMH will propose this project as a priority. It will go through the legislature for a non-competitive grant.

### **CCBHC**

NKHS was awarded the CCBHC (Certified Community Behavioral Health Center) exploration grant last Friday. This is a grant to fund an organization to get prepared to become a CCBHC. It is similar to an FQHC for health care. It allows for more funding. The State will need to become a CCBHC state for us to implement this certification. The grant provides \$700,000/year for work.

Three DAs - HCRS, Rutland and NKHS – were selected for new grants. Clara Martin has already received the grant.

This will require a significant amount of work. New staff will need to be hired to fill required positions and a community health needs assessment must be done in the first six months. Hospitals and FQHCs have to do assessments, so we are looking at collaborating and using information from others assessments. The first report is due in March 2023. Mr. Stavseth will present more information next at month's Board meeting.

### **Director of Communications**

The new Director of Communications and Community Engagement, Erica Perkins, will be starting on October 3. She brings some strong technical skills. She will be introduced at next month's meeting.

### **Strategic Plan Reports**

The first monthly reports for the Strategic plan are due in October. The Board will receive copies of these reports. The Senior Leadership Team will sift through the reports and pull out highlights.

Reports from the Program Directors will be more concise information about what is working and what is not. Reports from the SLT will be more in depth. There is some nervousness around accountability of the reports.

### **Staffing**

Staffing continues to be a challenge. IDDS is still feeling a lot of pressure due to vacant positions, however, one residential facility is fully staffed.

Ms. Anderson-DeCelles has received questions about people working out of state. She wants to provide a consistent, proactive and positive response to this. She has received

questions from three different people in the last two weeks, implying that “the reset of the world has to show up so why doesn’t mental health”.

Mr. Stavseth assured that NKHS wants treatment to be person-centered and focus on what the client needs. Tele therapy can be little cumbersome at times. He will follow up with Ms. Anderson-DeCelles for more information.

**Adjournment.**

There, being no further business, a motion to adjourn the meeting was made by Ms. Kitchel seconded by Ms. Anderson-Decelles and passed unanimously. The meeting was adjourned at 11:52 pm.

Respectfully Submitted,

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Jane Kitchel, Secretary

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Date

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The next Board meeting shall be held on October 24, 2022, at 10:00 am, following the Annual Meeting.