



## Governing Board Meeting Minutes July 30, 2024

Zoom Meeting: <https://bertnash-org.zoom.us/j/91945363710?pwd=bTU2T2dySW5PckVtLyt2TDIxTUFDdz09>

### **Members Present:**

Patrick Schmitz, President & CEO  
Matthew Herbert, Chair  
Gene Dorsey, Treasurer  
Ehren Feldmeyer  
Kat Couvillon

Kirsten Kuhn  
Bruce Liese  
Tina Rosenthal  
Kristin Magette  
Barbara Ballard

### **Members Absent:**

Clay Britton  
Kristina Edwards  
Jay Armbrister  
Josh Davis  
Christina Haswood

### **Staff Present:**

Carrie Combs, Director, Executive Administration  
Stephen O'Neill, Chief Operations & Strategy Officer  
Amalia Mendez, Senior HR Director  
Robyn Wagner, Inclusion, Diversity, Equity & Belonging Manager

Emily Farley, Chief Advancement Officer  
Mike Meigs, Senior Director of Finance and Admin.

### **Others Present:**

#### **I. Call to Order**

Matthew Herbert called the meeting to order at 7:30 am.

#### **II. Online Meeting Guideline Review**

#### **III. Public Comment**

There were no members of the public present.

#### **IV. Consent Agenda**

*Matthew Herbert requested a motion to approve the consent agenda (June meeting minutes & July CEO Report); so moved by Gene Dorsey; seconded by Matthew Herbert; approved by all.)*

#### **V. Reports**

##### **a. Matthew Herbert, Chair**

- There was a request to add the TRC article to the agenda, but the board feels this topic relates to personnel & HR matter which is not the role of the Governing Board.

##### **b. Patrick Schmitz, President & CEO**

- Kelly Welch stepped down from the Investment Advisory Committee as chair, which removes his seat from the Endowment Board. We are in the process of replacing him and next steps.
- Investment Advisory meets quarterly, monitoring our investments.
- BNC requested \$2 million dollars from the County for the YRC, which they may not be granting for 2025. We will continue to pursue them in the 2026 budget requests.

##### **c. Emily Farley, Chief Advancement Officer**

Building Bert Nash Report:

- Emily summarized upcoming events, volunteer opportunities and cultivation updates.

- Highlights: Sarah Hoadley is focusing on reconnecting with lapse donors, which has reconnected BNC with several individuals and led to more Discover Bert Nash tours.
  - Emily continues to encourage board members to host a Discover Bert Nash Tour. There are several volunteer events in Emily's report, including our own Wellness Fair on September 12.
  - \$2.4 million dollars have been raised for the YRC from individual giving. The State will support the project for \$1 million.
  - Emily and CT & Design met with a youth focus group for their feedback on the Youth Recovery Center.
  - Upcoming Events: BNC Wellness Fair on September 12 in AB Meeting Room on site at BNC.
- d. Mike Meigs, Senior Finance & Administration Director

July Financial Report:

- Mike summarized data presented in the July Financial Report that was sent to the Board prior to the meeting.
- Highlights: Total Services provided per day ran 626 in June compared to 641 per day in May. The CCBHC PPS rate ran \$454 in June.
- Fee Revenue was down from the prior month by \$335K. June included two less working days and a full month of school being out. Fee Revenue compared to budget produced a \$200K unfavorable variance in June as Medicaid visits trailed budget. The reduction in the percentage of Medicaid visits can be attributed to several factors:
- Underperformance of Community-Based Programs:
  - Assertive Community Treatment (ACT) and Children's Community Based Services have not met expected performance levels. These programs primarily serve the Medicaid population, and their underperformance has significantly contributed to the overall reduction in Medicaid visits.
  - Miscoding of Medication Management Services: There have been instances where medication management services were incorrectly coded. This miscoding issue is being addressed and corrected, which should help improve the accuracy of visit counts moving forward.
  - Changes in Nursing Documentation: At the Treatment and Recovery Center, modifications are being made to the way nursing documentation is handled. These changes are anticipated to have a small positive impact on the number of visits.
- By addressing these issues, we aim to improve the performance of the affected programs and ensure more accurate reporting of services, which should help increase the percentage of Medicaid visits.
- Operating Revenue came in \$142K above budget for the month. County support for TRC drove part of this variance with fund raising driving the rest including a donation from Douglas County Foundation.
- Expenditures were \$122K below budget in June. Salaries drove the variance here coming in under budget by \$146K. Utilities & Building Maintenance exceeded budget by \$51K and included expenses related to grant dollars for remodel of CSS group room. There was also two months of interest expense on YRC building loan booked in June under Misc Expense.
- The month of June ended with an operational surplus of \$116K compared to a budgeted surplus of \$61K. The YTD surplus just from Operations is \$1.33 million yielding a favorable variance to budget of \$62K.
- Cash coverage for operating expenses was setting at 1.29 month's coverage in June. This includes an influx of TRC funding from the County.
- Endowment Funds are up to \$4.9 million, as the market has been favorable.

- The Finance Committee felt it was important for the Board to be aware of the growth the center has experienced in outstanding receivables which also impacts cash. The committee discussed this at length during its last meeting and will continue to monitor it as needed.

*Matthew Herbert requested a motion to approve the July Financials; so moved by Barbara Ballard; seconded by Kathrine Couvillon; approved by all.*

## **VI. Action Item**

### **a. Review Public Comment Guidelines**

- The board received feedback that our guidelines limit freedom of speech, specifically the word “profanity” in the guideline #5.
- Gene Dorsey asked why we allow public comment, since BNC technically doesn’t need to comply with KOMA.
- BNC is loosely referenced in the KOMA/KORA guidelines. The only reference to a CMHC is in the guidebook. However, when this has been researched by our legal counsel that applies to a CMHC that is run by their County.
- There are County and City appointees are on our board, but they are not elected officials or majority of our board.
- The board is against recording the meetings, in reference to guideline #7. There is too much at risk in terms of privacy and confidentiality. However legally, we may not be able to do anything about this. Individuals are not subject to HIPAA, the agency is.
- Kristin Magette recommended public commenters to provide their agenda item in advance. Guideline #4 references to the public comment topic should relate to the Governing Board agenda or matters within BNC’s jurisdiction.
- Guideline #4 & Guideline #7 will remain the same.
- The board agrees to revise the guidelines to remove the word profanity on guideline #5.
- Carrie, Matthew and Patrick will revise the guidelines and present to the board for approval at the August meeting.

*Bruce Liese requested a motion to amend the public comment guidelines by removing the word “profanity” from guideline #5 to be presented to the next meeting for approval, seconded by Gene Dorsey; approved by all.*

### **b. Approval of Recognizing Juneteenth and Indigenous Peoples Day as official observances with corresponding facility closures.**

- Robyn Wagner joined the board for this discussion.
- Several years ago, IDEB leave was implemented where each employee was given 8 hours to use for enriching their equity/cultural work (attending an event of their choice, recognizing a holiday) rather than recognizing the observances of Juneteenth & Indigenous People Day with facility closures. Data has shown that the leave is not used or misused by team members.
- The IDEB Committee recommends recognizing Juneteenth & Indigenous People Day as official observance. Crisis services will remain open.

*Barbara Ballard requested approval to recognize Juneteenth & Indigenous People’s Day as official observances with corresponding facility closures starting in 2025; seconded by Tina Rosenthal; this was approved with an opposition from one member, Kirsten Kuhn.*

## **VII. Executive Session: The subject matter is personnel matters.**

*Attendance: Tina Rosenthal, Matthew Herbert, Kat Couvillon, Kristin Magette, Bruce Liese, Patrick Schmitz, Kirsten Kuhn, Barbara Ballard, Ehren Feldmeyer, Gene Dorsey, Carrie Combs*

*Matthew Herbert requested a motion to move into Executive Session for 30 minutes to discuss a personnel matter with board members, including Patrick; seconded by Gene Dorsey, approved by all. Moved into Executive Session at 8:46 am.*

*Matthew Herbert requested a motion to move out of Executive Session; seconded by Gene Dorsey, approved by all. Moved out of Executive Session at 8:55 am.*

**VIII. Action Items – Post Executive Session**

- **Approval of Executive Compensation Related Materials**

*Matthew Herbert requests a motion to approve the Executive Compensation related materials presented to the board prior to the meeting, so moved Gene Dorsey, seconded by Barbara Ballard, approved by all.*

**IX. Adjourn**

*Matthew Herbert requested a motion to adjourn; seconded by Gene Dorsey; approved by all. Meeting adjourned at 8:56 am.*

The next Bert Nash Governing Board meeting will take place on Tuesday, August 27 from 7:30-9:00 am via Zoom/in person.