



Governing Board Meeting Minutes September 30, 2025

Members Present:

Matthew Herbert, Chair
Ehren Feldmeyer
Kat Couvillon
Tina Rosenthal
Kristin Magette
Irit Gillath

Kirsten Kuhn
Ron Schneider
Clay Britton
Barbara Ballard
Christina Haswood
Jay Armbrister

Members Absent:

Josh Davis

Staff Present:

Dr. Kirsten Watkins, Interim CEO
Lexie Fager, Finance Manager
Carrie Combs, Director, Executive Administration
Amalia Mendez, Senior HR Director

Emily Farley, Chief Advancement Officer
Stephanie Shelley, Director of Finance
Mathew Faulk, Director of Housing

Others Present:

Chris Kohart, SSC
Erika Dvorske, SSC
Brad Finkeldei, Stevens & Brand

I. Call to Order & Agenda Amendment

Matthew Herbert called the meeting to order at 7:31 am.

II. Online Meeting Guideline Review

III. Public Comment – no one was present for public comment.

IV. Consent Agenda

Matthew Herbert requested a motion to approve the consent agenda (August Meeting Minutes, Building Bert Nash Report & CEO Report); so moved Tina Rosenthal, seconded by Matthew Herbert, approved by all.

V. Executive Session – Real Estate Matter

Matthew Herbert requested a motion to move into Executive Session for potential real estate matters for 30 minutes; seconded by Ehren Feldmeyer, approved by all. Moved into Executive Session at 7:35 am.

Attendance: Christina Haswood, Ron Schneider, Matthew Herbert, Ehren Feldmeyer, Jay Armbrister, Tina Rosenthal, Kristin Magette, Barbara Ballard, Carrie Combs, Amalia Mendez, Emily Farley, Mathew Faulk, Brad Finkeldei, Kirsten Watkins, Kat Couvillon, Kirsten Kuhn, Clay Britton

Matthew Herbert requested a motion to move out of Executive Session, approved by all. Moved out of Executive Sessions at 8:05 am.

Matthew Herbert requested a motion to extend the Executive Session by 10 minutes, seconded by Tina Rosenthal, approved by all. Moved into Executive Session at 8:05 am.

Matthew Herbert requested a motion to move out of Executive Session, seconded by Kat Couvillon, approved by all. Moved out of Executive Session at 8:15 am.

VI. Executive Session – Personnel Matter

Matthew Herbert requested a motion to move into Executive Session for personnel matters for 15 minutes; seconded by Tina Rosenthal, approved by all. Moved into Executive Session at 8:16 am.

Attendance: Christina Haswood, Ron Schneider, Matthew Herbert, Ehren Feldmeyer, Jay Armbrister, Tina Rosenthal, Kristin Magette, Barbara Ballard, Carrie Combs, Amalia Mendez, Emily Farley, Brad Finkeldei, Kirsten Watkins, Kat Couvillon, Kirsten Kuhn, Clay Britton

Matthew Herbert requested a motion to move out of Executive Session, seconded by Tina Rosenthal and approved by all. Moved out of Executive Session at 8:33 am.

VII. Reports

a. Matthew Herbert, Chair

- Nothing to report.

b. Dr. Kirsten Watkins, Interim CEO

- Nothing to report.

c. Stephanie Shelley, Finance Director

- **August Financials:** Average daily services provided increased to 617 in August compared to 600 in July.
- MCO visits were essentially flat at 3,666 in August versus 3,671 in July.
- Net fee revenue was \$200,000 below budget, largely because we had 218 fewer Medicaid visits than projected.
- Operating revenue came in \$55,000 under budget for August.
- Expenditures decreased by \$506,000 compared to July and were \$773,000 under budget. This variance is partly due to timing of when invoices are processed and paid.
- The Finance Team is monitoring cash flow closely. In August, several large invoices were able to be paid, while about \$99,000 in invoices were still held at month end.
- August closed with an operating surplus of \$253,000. After adjusting for the invoices held, the year-to-date operating loss is about \$658,000.
- Cash flow management continues to rely on the line of credit with Central Bank, as well as timing of collections processed by the Revenue Cycle Management team.
- Healthy Blue provided an advance payment of \$250,000 in July; repayments are expected to begin in 2026.
- KDADS has awarded Bert Nash up to \$1 million in CMHC Assistance Grant funds, to be used during the 2026 state fiscal year.
- Tina Rosenthal asked about the miscellaneous category relating to interest payments for loans. She recommended those items be itemized per property.

Tina Rosenthal requested a motion to accept and approve August Financials, seconded by Barbara Ballard, approved by all.

d. Ehren Feldmeyer, Finance Committee Chair

• Payment Collection Policy

- Erika Dvorske presented a draft Payment Collection Policy to the Finance Committee. The policy provides guidance on collecting payments from clients, third-party payors, and through community support.

- If a client is unable to pay through the sliding fee scale and community support, the policy outlines next steps to ensure a fair and consistent approach while minimizing bad debt.
- Erika recommended that the Board consider moving this policy forward for approval.
- Adoption of the policy would set the tone for organizational work, giving the revenue cycle team a defined workflow. The workflow contains many steps, which help illustrate both the process and the complexity for the Board's understanding.
- **RCM Updates**
 - Devon Kim has been serving as interim lead for the revenue cycle team until a director is hired.
 - Her initial focus has been implementing Silo, which compassionately engages clients with outstanding balances. The team is also working to clean up insurance processes to ensure clean claims and consistent collections from insurance companies.
 - A billing issue with CCBHC was identified, which will affect September numbers. The issue has been resolved, and October numbers are expected to show improvement.
 - Two candidates for the Revenue Cycle Director position are being interviewed this week.
 - Accounts receivable decreased by \$700,000 from last month, with continued efforts underway to bring the number down further.

VIII. Vote to Approve Endowment Fund Agreement with DCCF Foundation

- The Endowment Fund voted to establish an organizational fund with the Douglas County Community Foundation (DCCF).
- This partnership will expand opportunities for the Center by opening doors to additional donors and allowing participation in private donor events hosted through the Foundation.

Ehren Feldmeyer requested a motion to approve Dr. Watkins to sign an Endowment Fund Agreement with DCCF Foundation, seconded by Kristin Magette, approved by all.

a. Vote for BNC to Adopt and Implement the Payment Collection Policy

Ron Schneider requested a motion for BNC to adopt and implement the Payment Collection Policy, seconded by Barbara Ballard, approved by all.

IX. Adjourn

Matthew Herbert requested a motion to adjourn; seconded by Tina Rosenthal, approved by all. Meeting adjourned at 8:59 am.

The next Bert Nash Governing Board meeting will take place on Tuesday, October 28 from 7:30-9:00 am via Zoom/in person.