



Governing Board Meeting Minutes May 30, 2023

Zoom Meeting: <https://bertnash-org.zoom.us/j/88270693065?pwd=dHxMEQvbUVNQzhwaEdrRHNLm2NmZz09>

Members Present:

Patrick Schmitz, CEO
Matthew Herbert, Chair
Tina Rosenthal
Gene Dorsey, Treasurer
Lucia Orth
Kristina Mease

Clay Britton
Gene Bauer
Jay Armbrister
Kirsten Kuhn

Members Absent:

Barbara Ballard
Josh Davis
Bruce Liese

Staff Present:

Carrie Combs, Senior Executive Assistant
Stephen O'Neill, COO
Amalia Mendez, HR Director

Emily Farley, Community Engagement Director
Mike Meigs, Finance & Administration Director
Mathew Faulk, Housing Director

Others Present:

Brad Finkeldei, Legal

I. Call to Order

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

II. Online Meeting Guideline Review

III. Executive Session to Discuss Matters with Attorney in Order to Protect Attorney Client Privilege. The subject matter is real estate.

Attendance: Gene Dorsey, Tina Rosenthal, Carrie Combs, Patrick Schmitz, Lucia Orth, Gene Bauer, Stephen O'Neill, Brad Finkeldei, Emily Farley, Matthew Herbert, Mike Meigs, Clay Britton, Jay Armbrister, Mathew Faulk, Amalia Mendez, Kristina Mease

Matthew Herbert requested a motion to move into Executive Session for 30 minutes to discuss a real estate matter with board members and legal counsel present, so moved by Gene Dorsey; seconded by Gene Bauer, approved by all. Moved into Executive Session at 7:01 am.

Matthew Herbert requested a motion to move out of Executive Session; so moved by Tina Rosenthal, seconded by Gene Dorsey; approved by all. Moved out of Executive Session at 8:00 am.

IV. Consent Agenda

Matthew Herbert requested a motion to approve the consent agenda (April & May meeting minutes & May CEO Report); so moved by Gene Dorsey; seconded by Tina Rosenthal; approved by all.)

V. Reports

a. Matthew Herbert, Chair

- CEO Evaluation – Amalia & Matthew are working together to distribute the survey amongst the Board Members. Patrick's contract states this needs to be completed in June.

b. Patrick Schmitz, CEO

- Patrick called on Stephen to provide a TRC update since the full opening on May 25.

- Over the weekend, we had 4 patients on observation and 2 on stabilization. The TRC staff managed their first police drop off also.
- Stabilization clients stay in the rooms onsite for up to 72 hours. For observation, these are under 23-hour patients in the chairs.

c. Mike Meigs, Finance & Administration Director

April Financial Report:

- Mike summarized data presented in the April Financial Report that was sent to the Board prior to the meeting.
- Highlights: CCBHC Medicaid visits were up by 15 visits per day in April compared to March. Service Hours fell by 1 hour per day over the same period. Service Hours in total continue to outperform budget monthly.
- Net Fees for Services decreased by \$257K over March's number. There were three less working days in April that contributed to this. Medicaid revenue remained at \$1.46 million in April.
- Operating Revenue was down \$158K from March. The month of March included three payrolls whereas most months only include two. County Support as well as Grants were up in March because of billing for the three payrolls. On a YTD basis, we will see a significant variance to budget for Operating Revenue. This is because the budget now includes budgeted Operating Revenue for the TRC. The TRC budget called for \$1.7 million in Operating Revenue the first four months of the year, however since it was not open until April, actuals came in at \$889K, much lower than budget.
- Expenditures for April were down \$318K from March as would be expected with three less working days in the month. Both Salaries and Benefits came in below budget on a monthly and YTD basis. The Income Statement (P&L) compared to budget now reflects the TRC budget in it. Currently Salaries and Benefits for the TRC are running below budget and causing the variance we see now in the Bert Nash Consolidated P&L.
- You will note there are two new lines in the Expenditures section of the Consolidated P&L, Business Operations Support-TRC and Clinical Operations Support-TRC. These are expense categories specifically related to the TRC and its operations.
- The month of April ended with a surplus of \$246K. April's consolidated budget called for a surplus of \$157K. We are currently setting with a favorable variance to budget of \$403K YTD.
- Cash coverage for operating expenses was setting at .85 month's coverage at the end of April. While this reflects a significant improvement over prior months, much of the cash reserves here are related to future obligations and would not be considered expendable cash for general operations.
- Two additional reports are included in the April packet here. The first is the BNC 2023 Consolidated Budget which includes both the Bert Nash budget previously approved by the BOD and then the TRC budget that was adopted by DGCO. The second report is an Income Statement (P&L) for the TRC program.
- We are unable to bill for the last two weeks of May until mid-June due to the implementation of our new electronic health records.
- BNC is still finalizing commercial insurance contracts for the TRC, so we will see a slight delay on billing on that side as well.
- The claims to be paid by the County to BNC & LMH Health will be added back to the BOCC agenda by June 14.

Matthew Herbert requested a motion to approve the April Financials; so moved by Gene Dorsey; seconded by Clay Britton; approved by all.

d. Emily Farley, Community Engagement Director

Building Bert Nash Report:

- Emily summarized upcoming events, volunteer opportunities and cultivation updates.
- Highlights: We have 9 donors who have secured a match towards our anonymous donor's gift of \$25,000. Emily has been working hard to launch a new external website that will go live next week.
- Upcoming Events: June 13 Community Feedback Fair at the Lawrence Public Library, June 9 Board Retreat at the Cider Gallery, June & July there will be Provider Sessions at the TRC.
- Tabling/Volunteer Opportunities: Sign ups are available on the Building Bert Nash Report.

VI. Action Items

a. Appoint Cathy Dinh to Endowment Board

Matthew Herbert requested a motion to appoint Cathy Dinh to the Endowment Board; so moved by Gene Dorsey; seconded by Tina Rosenthal; approved by all.

b. Vote on Approval of Bylaws Revision

Matthew Herbert requested a motion to approve Bylaws revisions; so moved by Gene Bauer; seconded by Gene Dorsey; approved by all.

c. Vote on Approval of Compensation Committee Charter

Matthew Herbert requested a motion to approve the Compensation Committee Charter; so moved by Gene Dorsey; seconded by Kristina Mease; approved by all.

d. Vote on Approval of Real Estate Transaction

Matthew Herbert requested a motion to enter negotiations and bring back a contract for the board to review, so moved by Gene Dorsey, and seconded by Tina Rosenthal.

Matthew Herbert requests a withdraw of the motion above, so moved by Gene Dorsey, seconded by Tina Rosenthal, approved by all.

Matthew Herbert requests a motion to authorize the CEO, or their designee, to initiate acquisition of land suitable for development of a mixed-use project containing permanent supportive housing and office space. It further authorizes the CEO to enter into agreements with the City of Lawrence and KDADS to accept grant funding for said acquisition, so moved by Clay Britton; seconded by Gene Dorsey; approved by all.

d. Ratify 457 KPERS Plan for Bert Nash Center Employees

- This benefit will be available for our staff on July 1.

Matthew Herbert requested a motion to ratify the 457 KPERS Plan; so moved by Gene Dorsey; seconded by Kristina Mease; approved by all.

VII. Public Comment

No members of the public were present to comment.

VIII. Adjourn

Matthew Herbert requested a motion to adjourn; so moved by Clay Britton; seconded by Matthew Herbert; approved by all. Meeting adjourned at 8:46 am.

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