

**GateWay Counseling Center  
Board of Commissioner's Meeting  
September 13, 2016**

**Members Present:** Terry Grubbs, Ken Porter, Jessica Holman

**Members Absent:** Scott Cook, Jimmy Garrett, Keri Hanselman (excused) **Staff Present:** Charlie Stinson

- 1) Meeting called to order at 6:06 pm. Quorum of 3 of 6 members was present.
- 2) Agenda accepted with no additions. (Porter/Grubbs)
- 3) Minutes from 8/9/16 were reviewed and approved. (Grubbs/Porter)
- 4) Yearly Reports for review and approval\*.
  - o Corporate Compliance  
FY 16 Annual Report submitted by Amanda Prince and Charlie Stinson was approved by the Board. No changes in Policy needed.
  - o Identity Theft  
FY 16 Annual Report submitted by Nancy Mahida. No major issues noted. Report was approved, No changes needed in Policy.
  - o Accessibility  
FY16 report and plan for FY 17 were presented. Board approved the FY 17 plan.
  - o Cultural Competence  
FY 16 report was presented and approved. Progress noted on goals.
  - o Risk Assessment  
Stinson presented report on FY 16 and assessment for FY 17. Discussion ensued around managing risk and long term planning. FY 17 plan approved as presented.
  - o Outcome Evaluation Plan  
Stinson presented FY16 results and FY 17 plan. This is a large amount of information and took time to present. Stinson praised the overwhelming positive report and the board echoed his praise. In all areas of the agency GCC met or exceeded goals set for FY 16. The plan for 17 was presented with revised benchmarks and new goals. Board approved the plan.

\* All votes were unanimous.

5) Director's report:

AC and furnace units have been replaced and are working. Total cost will be covered by Capital Infrastructure allocation from DAODAS but GateWay may have to initially pay the invoice while we are waiting for reimbursement. We have enough in the operating budget to cover the cost without any risk to cash flow. Overall contractor did a good job.

For increased safety we will be looking to get a large opening placed in the wall of the waiting room. The safety inspection done in 2015 indicated this needed addressing in our long term plans. Stinson will seek suggestions for a contractor.

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The staff kitchen also needs to be redone with new countertops, new hardware, and new floor. There are multiple doors that need new locks as we are utilizing the old file room for office space now. Stinson will seek contactors for this job.

The building needs new signage and Stinson will contact local sign companies for quotes and proofs.

We have hired Denise Workman for the RPTIF grant position and she starts September 26<sup>th</sup>. We are seeing referrals and the process is working well. Once she is on staff we will have her placed at LC4 two days a week.

Stinson has met with District 56 about hiring an Adolescent specific FTE. The district was enthusiastic about the idea but they appear to need a Prevention type employee versus a Treatment staff. Stinson will continue to network with area agencies for ideas.

Stinson has minimized risk of data breaches but having all client based data saved only on the server, rather than personal desktops. It minimizes risk of crashes and losing data and if computers are stolen from GCC is minimizes and confidentiality breaches.

The state has received a grant for all rural counties including Laurens to receive free equipment to allow Tele Health services to occur. This is a cutting edge technology in the healthcare field and had many possibilities. Stinson will update as details emerge.

The process of seeking licensure continues at the State level and meetings with SCLLR are progressing.

6) Financial Report:

Stinson just updated budget versus actual for collection again this month. They are very strong. Medicaid FFS is especially strong. At the end for September (1st quarter FY 17) a full report will be given.

7) Old Business

8) New Business

With no further business, meeting was adjourned at 7:25 Next meeting is set for October 11th (Tuesday) at 6 pm.

Respectfully submitted, Charles Stinson, Executive Director

Approved by

  
Board Chair or designee

Date

10-11-16

**FINANCIAL ADJUSTMENTS TO PROFIT/LOSS STATEMENT**  
(July 1, 2016- August 31, 2016)

**Accruals/Accounts Payable – through**

COLA  
State BG  
Fed BG  
HOP funds  
Minibottle

**Total** ( )

**Profit/Loss-through**

Profit and Loss Statement  
Accruals/Accounts Payable  
Accounts Receivable 0

**Revenue expected:**

	<b>Budgeted</b>	<b>Actual</b>
Self-Pay	11666	15179
MCAID FFS	6666	12077
MCAID MCO	5000	5801
BG Assess	4800	5360
<b>Total</b>	<b>28132</b>	<b>38417</b>

Over expected revenue by 10,285