

**GateWay Counseling Center**  
**Board of Commissioner's Meeting**  
**March 14, 2017**

**Members Present:** Jimmy Garrett, Ken Porter, Keri Hanselman, Jessica Holman

**Members Absent:** Terry Grubbs, (approved) **Staff Present:** Charlie Stinson **Guest:** Leland Nelson

- 1) Call to order: in accordance with the Freedom of Information Act, notice of this meeting date, time, location, and agenda was posted in the lobby of GCC.
- 2) Approval/additions to agenda (2/21 and 3/14) Motion Jessica, Second Keri, approved unanimously.
- 3) Review/Approval of minutes (1/27) Motion Ken, Second Jessica, unanimously approved
- 4) Financial Report (see attached)
- 5) Directors Report (from 02212017 and 03142017)
  - Scott Cook has resigned from the Board. He has been a long term member and desired to rotate off. We will be looking for a replacement. Scott was thanked for his commitment and dedication.
  - Board Seminar discussed.
  - Sharp Aquos boards have been purchased. This includes a 70" screen in each group room, 60" screen in the conference room, and a 49" monitor in the waiting room. This new technology brings exciting opportunities for services and for communication overall. Installation of power and data cables will begin tomorrow.
  - Kitchen remodel has been completed except we are waiting on new cabinet doors. Contractor has doors that he salvaged from another site that may be better than the outdated ones we had painted. Looks very good overall. Window opening was added to lobby area for safety and security. Receptionist window ledge will be recovered.
  - We did not hire for the most recent advertisement for the Adolescent Counselor position. We will revisit this again.
  - Local Medication Assisted Therapy is looking to open up. Dr. Patel is provider and they will partner with an existing OTP for treatment. Currently they are going through Certificate of Need process.
  - Legislation is busy, with "Medical Marijuana", Good Samaritan law, alcohol exclusion bill, and moped regulations all being proposed. Stinson updated on all pending legislation.
  - Finance Report
  - Current revenue above expense. Large expenses such as the Aquos Boards (25K) and Board Seminar expense (4K) are expected to occur in the next month or two. Overall very strong financial position.
  - CARF is scheduled to arrive March of 2018. GCC will begin preparation in earnest for this review.
  - The Board Members received flash drives that contained all the Policies and Procedures from the following sections:
    - GCC Misc., Purpose, Governance, Organizational Management, Program Evaluation, Consumer Based Planning, Personnel, Fiscal Management, Health and Safety, and Information Management.
  - Board was asked to review all the attached policies and to report any issues directly to Charlie. A vote will occur next month to approve the Policies and Procedures and the remaining Policies will be revised and loaded onto the Flash Drives for review.
  - Everett Robbins has asked to end his cleaning service of the agency. He will be focusing on his larger contracts. We have already secured another cleaning serviced that will begin the 23rd.

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- Leland Nelson has completed the paperwork to request that he be added to the Board of Commissioners. The application will be forwarded to Laurens County as per standard procedure.

6) Old business

a) Policies and Procedures annual review

- All Board members received Policies and Procedures from GCC Misc., Purpose, Governance, Organizational Management, Program Evaluation, Consumer Based Planning, Personnel, Fiscal Management, Health and Safety, and Information Management via flash drive to review. All Policies and Procedures presented were approved. No discussion or changes made.

7) New Business

a) Laurens County benefits issue

Holman made motion to enter executive session, seconded by Porter due to personnel issue and contractual topics. 4-0 in favor. Garrett made motion to leave executive session, Garrett seconded, all in favor.

No action was completed in Executive Session.

b) New Board Member applicant

Leland Nelson has agreed to serve on the Board. His application has been completed and sent off to the County of Laurens for processing.

8) Adjournment. Motion Ken, Second Keri. Next meeting scheduled for April 11<sup>th</sup> at 6 pm

Respectfully submitted, Charles Stinson, Executive Director

Approved by



Board Chair or designee

Date

5-9-17

**FINANCIAL ADJUSTMENTS TO PROFIT/LOSS STATEMENT**  
(July 1, 2016- January 31, 2017)

**Accruals/Accounts Payable – through**

COLA	2007
State BG	215
State	-1594
Fed BG	17073
HOP funds	-17460
Minibottle	0
Other Treatment	0

**Total**                      **241**

**Profit/Loss-through**

Profit and Loss Statement	54,872
Accruals/Accounts Payable	241
Accounts Receivable	<u>0</u>
<b>Total</b>	<b>55,113</b>

**Upcoming Expenses**

- **Board Seminar costs not posted \$4,000**
- **Sharp Aquos Boards will be \$25,000**
- **Remodel for kitchen another \$1500**

**Revenue detail:**

	<b>Budgeted</b>	<b>Actual</b>
Self-Pay	40,833	50,050
MCAID FFS	23,333	26,303
MCAID MCO	17,500	18,634
BG Assess	16,800	19,600
<b>Total</b>	<b>98,466</b>	<b>114,587</b>

(Over expected revenue by 16,121)