

GateWay Counseling Center
Board of Commissioner's Meeting
May 9, 2017

Members Present: Ken Porter, Keri Hanselman, Terry Grubbs

Members Absent:, Jimmy Garrett, Jessica Holman(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 Motion Porter, Second Hanselman, all in favor
- 3) Review/Approval of minutes: Minutes approved from 3/14/17 Motion Porter, Second Hanselman, all in favor
- 4) Financial Report (see attached)
 - a) FY 18 budget process will begin very soon. Look to have to alter programs where finding sources are ending like the DSS liaison and RPTIF grant. Look to also increase salaries to offset increases in health care costs and retirement costs.
- 5) Directors Report
 - CARF manual for 2017 has been ordered and received and the agency will begin process to make sure we are in compliance for March 2018 review.
 - Overall excellent reviews of the Aquos boards and employees are using them daily.
 - Issues continue with the DSS contract and the drug screening portion is likely to be ended soon. Hopefully the liaison position will continue. Alternative job duties for existing liaison will be discussed. Update: UDS funds end 6/1/17, still unsure of liaison position
 - Stinson will begin updating the budget for FY 18 and bring before the Board for review. The process may be accelerated as Kim Haynes, who completes our budget for us, may need it completed in May.
 - Insurance claim has been files for hail damage on the air conditioner units. Estimate is over \$12,000 of damage. Hail guards will be purchased to lower the chances of damage in the future. Update: Insurance adjuster found another vendor to do the repair for about \$4000. We will pay \$1000 as our deductible. Work is set to begin as soon as new coils arrive.
 - RPTIF grant is ending on June 30, 2017. We have funding for 6 months and will need to look at sustainability plans. There is no further funding available.
 - Stinson is working on the County Plan and has three areas that will be addressed: Medication Assisted Treatment, Adolescent Substance Use Disorders, and Alcohol related car crashes. General outline of the goals was presented. The plan is due May 26th.
- 6) Old business
 - a) Policies and Procedures annual review: remaining policies were presented for review. Group will vote on remaining polices in next meeting.

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b) Employee benefit issue: Stinson reported that letter was completed to reply to Laurens County request for reimbursement of retirement insurance costs made in error for previous GCC employee.

c) Clear Skye OTP: Stinson continues to meet with the OTP program that is opening in Laurens County and is preparing a grant application to provide the behavioral health counseling for the OTP program.

7) **New Business**

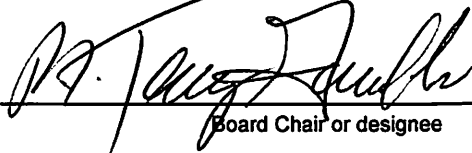
a) Website development: Stinson presented a quote for a new website. He also showed an existing website of Fairfield BHS that used the same company. Board approved (Hanselman motion, Porter second, all in favor) of the website and also the quote for \$4500. Stinson will sign the contract and begin the process.

b) Transportation: Stinson brought up again the need for reliable transportation for our clients. Board discussed and decision to begin to develop an action plan to address this issue was made. Stinson will involve the whole agency in the process.

8) Adjournment. Motion Ken, Second Keri. All in favor. Next meeting scheduled for June 13th at 6 pm

Respectfully submitted, Charles Stinson, Executive Director

Approved by


Board Chair or designee

Date

6-13-17

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**FINANCIAL ADJUSTMENTS TO PROFIT/LOSS STATEMENT
(July 1, 2016- April 30, 2017)**

Accruals

COLA	-6815
State BG	-647
State	-432
Fed BG	3777
HOP funds	-5000
Minibottle	0
Other	*Fund balance line item

Total -9,117

Profit/Loss-through

Profit and Loss Statement	70,664
Accruals	-9,117
Accounts Receivable	<u>0</u>
Total	61,547

Revenue detail:

	Budgeted	Actual
Self-Pay	\$58,330	\$77,783
MCAID FFS	\$33,333	\$36,185
MCAID MCO	\$25,000	\$27,548
BG Assess	\$24,000	\$27,600
Total	\$140,660	\$169,116

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(Over expected revenue by **\$28,456**)