

GateWay Counseling Center
Board of Commissioner's Meeting Minutes
May 10th, 2021

Members Present: Oscar Tribble, Ken Porter, Leland Nelson, Terry Grubbs

Members Absent: Keri Hanselman, Jessica Holman **Staff Present:** Charlie Stinson **Guest:**

- 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 and on the website. All votes were unanimous unless otherwise noted. Meeting called to order at 6:06 pm.
- 2) Approval/additions to agenda: Motion Ken P., Second Oscar T., approved.
- 3) Review/Approval of minutes (March 9th): Stinson noted errors in minutes and will make changes. Motion Ken P., Second Oscar T., approved with revisions.

4) Director Report:

Stinson reported that new Administrative Assistant had resigned from her position. He did this in her probationary period. GCC will post the position again. Stinson also reported that an MAT counselor position has been posted as Denise W. will be retiring at the end of the year and we will need to replace her and will need time to train the new employee. Delesa D. is still on track to retire June 30th and will likely remain on contract in a limited basis for a few months.

Stinson shared that many county agencies across the state are just starting to reopen their building for services. Stinson praised the Board for allowing GateWay to remain open and offer like saving services to our community.

5) Financial Report:

- a) Stinson shared positive financial report. Expenses have been minimized and revenue is meeting or exceeding targets, despite all the challenged we have faced in the past year. MAT billing and ADSAP self-pay collections were especially strong this year. Stinson praised the entire agency for the continuous hard work and dedication this past year during unprecedented challenges.

6) Old Business:

- a) CARF update: CARF is still planning on a Fall 2021 visit with the survey being remote. Stinson will attend virtual training on CARF changes Thursday May 13th.
- b) Group room remodel: Stinson has a meeting tonight with a contractor to get a quote on the remodel. He will update the board once a quote is received.

7) New Business:

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- a) Board Vacancies: Stinson noted that we will need to start again recruitment for Board Members. Stinson will contact existing board member to firm up their desire to continue to serve. Leland N recommended getting a map of the county districts to aid in targeting recruitment efforts. Stinson will follow up with this request.
- b) Holiday Schedule: Stinson brought up holiday schedule and reviewed the current schedule and asked if any changes were desired. No changes were recommended, so it will continue unchanged for FY 22.
- c) End of year bonus: Fiscal year is ending June 30th. All projections indicate that we will meet budget expectations despite a tremendously challenging year. Stinson again praised the entire Gateway team and strongly recommended up to a 3% end of year bonus for all FTE. Board member Ken P. made the motion for the 3% bonus, Oscar T, seconded, and all were in favor. Checks will be cut ASAP for employees.

8) Adjournment: Motion Leland N., Second Ken P., all in favor.

Next meeting will be June 14th, 2021 at 6 pm as Stinson is unavailable for standard Tuesday meeting. Board members will be reminded before the meeting as well.

Respectfully submitted by Charlie Stinson.

Approved by


Board Chair or designee

Date

5-10-21