

BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.
June 25, 2019

Therapist Showcase: Sheila Stinnett presented information on one of her clients.

The meeting was called to order at 12:12 pm by Tim Bridges. Those in attendance were Tim Bridges, Chris Budde, Bill Hesse, Aimee Yarbrough, Kenny Yarbrough, Sarah Brown, Suhani Lageman, and Kathy Matthews. Staff members: Sheila Stinnett, Justice Hernandez, and Lynn Reese. **Absent:** Mary Johnston, Donna Costello **Guest:** Jessica Hunt

Consent Agenda Items Presented: A motion to approve the consent agenda was made by Kathy Matthews and seconded by Chris Budde; the board unanimously approved. No items were pulled from the consent agenda.

Old Business:

Possible consideration and vote to approve operational budget: A motion was made to approve the operational budget by Chris Budde and seconded by Kathy Matthews; the board unanimously approved.

Possible consideration and vote to approve adding Jessica Hunt to the EFC board: A motion was made to add Jessica Hunt to the board by Aimee Yarbrough and was seconded by Mike Largent; the board unanimously approved.

Discussion and update on WSI bid for website migration: A motion was made to table the discussion until the next meeting by Mike Largent and seconded by Aimee Yarbrough. The board was in favor except Chris Budde who opposed.

Discussion and update on bid for agency flooring: Sheila reported that she is still waiting on an estimate for the new flooring. She should receive it sometime in July.

Possible consideration and vote on FY'20 strategic plan: A motion to approve the FY'20 strategic plan was made by Bill Hesse and seconded by Chris Budde; the board unanimously approved.

Discussion and update on expansion of OJA contract to expand elementary group services: Sheila spoke with the Executive Director of Calm Waters who would like to have a meeting to discuss our use of their curriculum. We will be holding off on the grant request from OJA until Calm Waters is comfortable with EFC providing groups.

New Business:

Announcement of new agency hire: Sheila announced the hire of EFC's new counselor, Jamie Prisco-Rudolph.

Possible consideration and vote on Oklahoma Department of Mental Health and

Substance Abuse Services treatment certification: Sheila discussed the surprise audit we received from ODMHSAS. The auditor informed her that EFC does not need to be chapter 18 certified in order to provide our court and drug/alcohol assessments. A motion was made to drop the chapter 18 certification by Bill Hesse and seconded by Mike Largent; the board unanimously approved.

Discussion of current agency policy and procedure related to employee dental expenses: Sheila reviewed the policies and procedures related to dental insurance. The current policy states that all full time employees may take agency dental insurance at no cost to the employee if they choose.

Possible consideration and vote to approve CARF recertification: EFC's CARF certification will be expiring this year. A motion was made to recertify by Aimee Yarbrough and seconded by Mike Largent; the board unanimously approved.

Appointment of nomination committee to submit FY'20 EFC board slate of officers: Tim Bridges appointed Mike Largent, Aimee Yarbrough, and Kathy Matthews to the nomination committee.

Possible consideration and vote to approve FY'20 OAYS contract: A motion was made to approve the contract by Kathy Matthews and seconded by Mike Largent; the board unanimously approved.

Possible consideration and vote to enter executive session to discuss and approve Executive Director's evaluation: A motion was made to enter executive session by Chris Budde and seconded by Bill Hesse; the board unanimously approved.

Possible consideration and vote to enter regular session: A motion was made to enter regular session by Kathy Matthews and seconded by Chris Budde; the board unanimously approved.

Possible consideration and vote on any motions as a result of executive session: A motion was made to approve Sheila Stinnett's evaluation by Suhani Lageman and seconded by Kathy Matthews; the board unanimously approved.

Board Resources and Education:

- **Set date of annual meeting:** A motion was made to set the annual meeting for August 27th by Suhani Lageman and seconded by Chris Budde; the board unanimously approved.

Legislative Focus of The Month: Kathy Matthews reported that the county commissioner is trying to open a mental health facility next to the OK county jail.

Committee Reports

Financial Committee:

- May Treasurer's report: A motion was made to approve the May treasurer's report by Suhani Lageman on behalf of the financial committee. The board unanimously approved.
- Update on status of OJA claims: Sheila reported that we are waiting on back owed claims from OJA.

Fund Raising: None

Hope for Families: Chris Budde reported that HFF received an estimate for painting the outside of the building for \$12,000.

Public Relations: None

Professional Development & Oversight Committee: None

A motion to adjourn was made by Chris Budde and seconded by Suhani Lageman. The board unanimously approved.

A handwritten signature in black ink, appearing to read "Timothy Bridges". The signature is stylized with a long horizontal line extending to the right.

Tim Bridges, President of the Board of Directors
Edmond Family Counseling, Inc.