



Jeanne Sullivan, Executive Director

397 East Central Street, Franklin, MA 02038
Tel: 508.520.1998 • Fax: 508.520-1445
www.bicounty.org

Board of Directors Meeting
October 13, 2022

Meeting was held in person at The Education Cooperative (TEC), Mansion Drive, East Walpole.

Members

In attendance: Mr. David Sawyer, Attleboro
Dr. Peter Marano, Bellingham
Dr. Jason DeFalco, Blackstone-Millville
Dr. Lisha Cabral, Easton
Mr. Lucas Giguere, Franklin
Ms. Karen Crebase, Hopedale
Mr. Paul Zinni, King Philip
Ms. Teresa Murphy, Mansfield
Dr. Kevin McIntyre, Milford
Dr. Ingrid Allardi, Norfolk
Dr. Joseph Baeta, Norton
Ms. Jennifer Parson, Plainville
Ms. Karen Maguire, Tri-County
Dr. Michael Baldassarre, Uxbridge
Dr. Bridget Gough, Walpole
Dr. Cameron, Wrentham

Absent: Dr. Amy Berdos, Foxborough
Dr. John Antonucci, North Attleboro
Mr. John Robidoux, Swansea

Present: Ms. Jeanne Sullivan, Executive Director
Dr. Lincoln Lynch III, Interim Director of Finance and Operations
Mr. Joseph Meichelbeck, Treasurer
Ms. Holly Buttrick, Budget Manager
Mr. Timothy Harrison, Auditor
Ms. Julie O'Connor, Director of Student Services
Ms. Laurie Cunningham, Director of Clinical Services
Mr. Casey Hatten, Director of Transition Services
Ms. Anna Jewell, Executive Assistant

Mr. Marano called the meeting to order at 9:07 a.m.

Action Matters

Approval of Facilities Subcommittee Minutes from September 13, 2022

The Bi-County Collaborative does not discriminate in admission to, access to, treatment in, or employment in its services, programs, and activities, on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation, homelessness, disability, pregnancy or pregnancy-related conditions, age, veteran or military status, ancestry, or genetic information.

APPROVED 12/15/2022

Motion by Dr. Baeta, seconded by Dr. Cabral to approve the facilities subcommittee meeting minutes dated September 13, 2022. The roll call vote to approve was unanimous.

Approval of Board Minutes from September 15, 2022

Motion by Mr. Zinni, seconded by Dr. Baeta to approve the regular session board meeting minutes dated September 15, 2022. The roll call vote to approve was unanimous with Dr. Allardi and Dr. Cameron abstained.

Employee Appointments/Resignations/Leaves of Absence

Motion by Dr. Baeta, seconded by Dr. Cameron, to approve Employee Appointments/Resignations/Leaves of Absences as written. The roll call vote to approve was unanimous.

FY22 Independent Audit

Tim Harrison presented the FY22 Audit to the Board of Directors. There were no adjusted journal entries. Mr. Harrison stated that there were no findings and that Bi-County Collaborative had received a clean opinion. Motion by Mr. Zinni, seconded by Dr. McIntyre, to approve the FY22 Independent Audit as presented. The roll call vote was unanimous.

Determination of Surplus Funds (60 CMR 50.07)

It was presented that the FY22 Cumulative Surplus was \$1,946,633. There are four actions requested to be voted on by the Board of Directors.

A motion was made by Ms. Maguire, seconded by Dr. DeFalco, to accept that FY22 Total General Fund Expenditures are \$14,052,082. The roll call vote to approve was unanimous.

For vote two, a motion was made by Dr. Allardi, seconded by Ms. Parson, to approve that 25% of FY22 Total Expenditures is \$3,513,020. The roll call vote to approve was unanimous.

For the third vote, a motion was made by Dr. Cameron, seconded by Mr. Zinni, to approve that the FY22 Cumulative Surplus is \$1,946,633. The roll call vote to approve was unanimous.

For the final vote, a motion was made by Mr. Zinni, seconded by Dr. McIntyre, to approve to retain \$1,946,633 (13.85% of total FY22 expenditures) of the FY22 Cumulative Surplus Funds for use by the Collaborative. The roll call vote to approve was unanimous.

Van Pool Addendum

Ms. Sullivan and Dr. Lynch provided an update on the meetings and discussions they had with VanPool since May 2022 regarding the amendment to the current contract dated 9/1/2021-8/31/2024 that was requested. The proposed amendment allows for an adjustment to not exceed age and mileage of vehicles utilized to transport students. The adjustment is requested due to the difficulty in updating vehicles caused by the COVID Pandemic. A lengthy discussion ensued regarding VanPools request. Due to the breach of contract, not being in compliance, no documentation provided by VanPool and other factors, the Board of Directors did not authorize Jeanne to sign the Van Pool Amendment. They requested that Ms. Sullivan write and send a letter to VanPool in regards to the breach. Motion by Dr. Allardi, seconded by Ms. Maguire to not approve the VanPool requested amendment as requested. The roll call vote to not approve was unanimous. A second motion by Mr. Sawyer, seconded by Dr. Cameron, to authorize Jeanne Sullican to notify VanPool and ask for documentation on breach of contract. The roll call vote to approve was unanimous.

Informational Matters

The Bi-County Collaborative does not discriminate in admission to, access to, treatment in, or employment in its services, programs, and activities, on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation, homelessness, disability, pregnancy or pregnancy-related conditions, age, veteran or military status, ancestry, or genetic information.

APPROVED 12/15/2022

FY 23 Budget Update

Dr. Lynch provided a Financial Update as of the month ending July 31, 2022. He provided a breakdown of the Revenues and Expenses, as well as the Summer Program Summary.

FY23 Referral / Enrollment Update

Jeanne Sullivan and Julie Connor provided an update on enrollment and referrals. Current enrollment as of October 4, 2022 was 189, which included 19, 45-day assessments. There were 10 pending referrals.

Presentation on ATP & Mansion Drive Programs

Casey Hatten presented an overview of the ATP (Adult Transition Program) and Mansion Drive Programs at BICO.

Update on Relocation of Mansion Drive Programs

Tour Mansion Drive Programs

Other

Routine Matters

Approval of Payroll Warrants

Approval of Bill Warrants

Adjourn

Motion by Mr. Zinni, seconded by Dr. Allardi, to adjourn the open meeting at 10:41 a.m. The motion passed unanimously.