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*The Forrester Center for Behavioral Health, Inc.*  
*Board of Commissioners Meeting*

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October 14, 2024

**Present:** Michael Jackson, Ralph Daniel, Susan Richards, Anna Seegars

**Excused Absence:** Josh McCarley

**Staff Present:** Susan E. O'Brien, Mardy Wall

**Guests:** Jeff Mitchell, Julia Murphree (MEP Engineering)

Meeting called to order by Michael Jackson. Sue O'Brien made Agenda revisions to add "New TFC Medical Director", "Union County Commission" (Healthy U), and the "Human Resources Review". Susan Richards Approved Agenda, Ralph Daniels Seconded. Agenda Approved. The October 14<sup>th</sup>, 2024 Board Meeting Minutes was submitted for review and approval. Ralph Daniels Made Motion to Approve, Susan Richards Seconded. October 14, 2024 Minutes Approved.

Sue O'Brien introduced Jeff Mitchell and Julia Murphree, MEP Engineering. Jeff Mitchell submitted a report of an overview of the entire HVAC issues from beginning until now. Discussed options and what steps needed to replace the system. The construction will impact the agency's day-to-day operations and client services. Discussed possibility to work on different sections of building at a time or renting office space during this process. Sue stated she will invite Ken Anthony, Attorney, to the December 16<sup>th</sup> Board Meeting.

Sue O'Brien reported on agency operations during Hurricane Helena power outages. The agency was closed for 6 work days. A small group of employees (Audrey Colin, Debbie Voeller, Nurse Practitioners and Peer Recovery Coaches) kept MAT services up and running during this time. The agency posted the closings on Facebook and agency website.

Dr. Mukesh Gandhi resigned as the agency's Medical Director. The new Medical Director is Dr. Christopher Shawl. Will invite Board members to attend a luncheon for Dr. Gandhi to thank him for the services he has provided for our agency and clients.

Sue reported that Kelly Long is in the process of evaluating our HR process which includes onboarding of employees, outboarding employees, personnel files, personnel policies and procedures, etc. Stated the clocking in/out with Paycom for non-exempt employees is going well.

Reported that Shan Jones and Jamison Smith are still providing Clinical Supervision with the Cherokee Commission. Cherokee is still looking for a Treatment Director.

The Union County Attorney has been in contact with our attorney, Kelly Jolley. There will be three readings by the Union County Council to approve TFC taking over Union County "Healthy U" possibly in February 2025. It would be a satellite office for TFC. The By-Laws will also be revised.

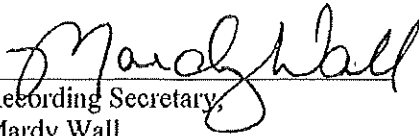
Mardy Wall, CFO, submitted the Balance Sheet through September 2024. The auditor has not made the quarterly journal entries at this time for the loan, assets, and investments. The Accountant's Copy of Quickbooks will be

sent this week to the auditor. Submitted the CD Maturity Value and the investment amounts. The \$200,000 CD is valued at \$206,585.67 and the investment amount of \$1.8 million is now \$2.1 million.

Mardy Wall submitted a report on how much money has been spent regarding the HVAC lawsuit. Total amount to this date is \$55,508.58.

The next Full Board Meeting is scheduled for December 16, 2024.

With no further business, meeting was adjourned.

  
Recording Secretary,  
Mardy Wall