



Amended
Board of Directors'
Packet

April 23, 2025

Meeting time is 6:30 p.m.

Meeting held at 333 Broadway Street
Rock Springs, WY



Notice of Meeting - Tentative and Subject to Change
Amended Agenda
April 23, 2025 at 6:30 p.m.
333 Broadway Street, Rock Springs, WY

- I. Call to Order**
- II. Declare Quorum**
- III. Approval of Amended Agenda - pg. 1-2**
(ACTION ITEM) _____ Approved/Failed
- IV. Approval of Minutes - pg. 3-11**
(ACTION ITEM) _____ Approved/Failed
- V. Treasurer's Report - pg. 12**
 - a. Write-Offs - pg. 13-15
 - b. Balance Sheet - pg. 16
 - c. Account Receivables - pg. 17
 - d. Revenues - pg. 18
 - e. Expenses - pg. 19-20
 - f. Check Register - pg. 21-28(ACTION ITEM) _____ Approved/Failed
- VI. Committee Updates**
 - a. Comprehensive Planning
 - b. Board Policies – Review attorney feedback and continue process of revision
 - c. Election Committee – Committee for Board Elections next month
 - d. Financial - Salary Structure
(ACTION ITEM) _____ Approved/Failed
 - e. Personnel - Approval of job description titles, organizational charts and new positions fiscal year for 2026.
 - i. New Salary Positions
(ACTION ITEM) _____ Approved/Failed
 - ii. Job Descriptions
(ACTION ITEM) _____ Approved/Failed
 - iii. Salary Structure
(ACTION ITEM) _____ Approved/Failed

VII. Reports - pg. 29

- a. Residential Bed Utilization and Drawdown - pg. 30
- b. Residential Referrals and Admissions - pg. 31-32
- c. Title 25 Monthly Information - pg. 33
- d. SCS Staff Report - pg. 34-35
- e. Open Access Intake Report - pg. 36-41

VIII. Previous Business - pg. 42

- a. BI Collaborative Conversion – Report from Melissa regarding new reporting system
- b. State Contract – Revisions to identify SCS as a county agency
- c. ARPA Projects Update – Report on remodeling and coverage of service
- d. Agreement with School District #1 - Project Aware - pg. 43-44
- e. Inclement Weather Policy - pg. 45-47
- (ACTION ITEM) _____ Approved/Failed
- f. CCBHC Objectives and Meeting Grant Requirements - pg. 48-53

IX. New Business - pg. 54

Item A: MOU FY25 and FY26 Head Start and SCS - Request for approval of the renewal of the MOU between the SD#1 and SCS for the upcoming school year period of May 1, 2024 through June 30, 2026. - pg. 55-58

(ACTION ITEM) _____ Approved/Failed

Item B: Sweetwater County Budget Request for FY26 – Anticipating short fall, in the process of developing budget. Melissa will identify potential areas for reduction as directed by Commissioner Richards. - pg. 59-65

(ACTION ITEM) _____ Approved/Failed

Item C: FY26 State Contract between Wyoming Department of Health, Behavioral Health Division and SCS for \$9,510,216.61. - pg. 66-78

(ACTION ITEM) _____ Approved/Failed

X. CEO Report - pg. 79-86

XI. Public and Board Comments/Questions

XII. Executive Session for instructing negotiations, deliberating on contracts, personnel matter and all other matters considered confidential by law.

(MOTION) _____ Approved/Failed

(MOTION) _____ Approved/Failed

XIII. Adjournment

(ACTION ITEM) _____ Approved/Failed

Board Meeting Minutes

March 26, 2025

Minutes for
Southwest Counseling
Board Of Director Meeting
Held May 29, 2024
At 333 Broadway Street
Rock Springs, Wy

1. Meeting Called to Order by Kayleen Logan at 6:38 pm

Attending: Kayleen Logan, Kristy Kauppi, Margene Chew, Kori Rossetti, Greg Orton
Absent: April Thompson, Raven Beattie

2. Declare Quorum by Kayleen Logan

3. Approval of Agenda – pg 1-2

Motion made by Margene
Second made by Kristy
Motion passed.
No discussion/comments

4. Approval of Minutes - pg.3-6
Minutes were approved for February 2025

Motion made by Kori
Second made by Greg
Motion passed.
No discussion/comments

5. Treasurer's Report - pg. 7

- a. Write-Offs - pg. 8-10

There were no Accounts Receivable Write-Off Requests Self Pay Balances under \$25.00. There were no Accounts Receivable Write-Off Request Self Pay over \$25.00. There were no Accounts Receivable Write-Off Request Bankruptcy Discharged.

- b. Balance Sheet- pg. 11

The total cash assets total \$1,868,560.01. The previous month's total cash was \$2,147,037.59, a decrease in cash in the amount of \$278,477.58 from the previous month. The year to date expenditures through February 28, 2025 total \$11,045,713.44. The average cost per day of operations is consistent with the previous month at

\$45,455.61 a change from January with average daily expenditures at \$44,024.37. Liabilities as of February 2025 total zero dollars. Based upon all cash balances, SCS is currently at 41 days of cash on hand, a decrease of eight days of cash on hand from January 2025

c. Account Receivables - pg. 12

The total outstanding balance for amounts owed to Southwest Counseling Service for February 2025 is \$667,516.63. The receivables decreased from the previous month due to slightly higher payments from Insurance and Medicaid. The total receivables excludes Collection, State Contracts, and Cancellation/No show fees.

d. Revenues - pg. 13

The Revenues for February April 2024 is \$1,301,995.74 which is 8% for the month and 94 % for the year.

e. Expenses - pg. 14-15

The expenditures for the month of February were \$ 1,580,473.32 which is 8% for the month and 54% for the year

f. Check Register - pg. 16-22

Total amount from February check register totaled \$1,680.861.27

*** money for ARPA grant will be deposited once work is completed. This will affect what we have on cash hand.

Treasurer's Report was approved for February 2025

Motion made by Kori
Second made by Margene
Motion passed.
No discussion/comments

6. Committee Updates

- a. Comprehensive Planning - Presentation to the County Commissioners for development of objective for upcoming year. - pg. 24-39
- b. Board Policies – under review with the attorney. He is looking at some state law administrative policies- under advisement

- c. Financial - Salary Structure-still a work in process- stay tuned. Fine tune it and see that data supports it. Setting it up for long term success.
- d. Personnel - Approval of job description titles, organizational charts and new positions fiscal year for 2026. - pg. 40-51

Discussion regarding the salary structure working hand in hand with the job descriptions. Some positions are not applicable. There were questions regarding job descriptions being in place where they can be utilized. Not all of them were presented. It was agreed that there is a need for all job descriptions to be done prior to moving forward with this.

Amy advised that she is having a hard time uploading her reports and would like the board to give permission to one person to upload onto the SharePoint drive. Richard advised that he spoke to Jennifer with County IT and it can be uploaded into the SharePoint in real time.

Need to work on organizational chart- pg 40-51

Kristy and Margene appreciated the organization chart and found it very helpful

7. Reports - pg. 52

- a. Residential Bed Utilization drawdown- pg. 53. ARPA grant has impact on utilization of bed. Numbers are down until they get back into those houses. It will take time to get them back up and running. Rosen is housing woman and children. 32 beds for mental health. They are running a good rate but will be lower due to housing. Difficulty keeping them filled. Substance use will complete program. Mental health are long term Ross is working to get them back up. Ankeny is not available for counselors and clients. Its been difficult for the clients as the mental health need a daily regimen.
- b. Residential Referrals and Admissions- pg. 54-55- no questions or comments
- c. Title 25 Monthly Information - pg. 56 – no questions or comments.
- d. SCS Staff Report- pg 57-58. Questions regarding treatment staff vacancies. Wanted to know why the numbers are down. It was advised that the treatment staff is a difficult position to keep. They also stopped recruiting for said positions due to housing being closed down. Once the houses are back up and running they will begin filling these positions. It was also asked if they conduct any exit interviews when employees leave which they do. Most indicated during the interview, a higher pay, on call hours
- e. Open Access Intake Report- pg. 59-67- Christy Legault presented statistics on open , access from February 2023, February 2024 and February 2025 to make comparisons:

February 2023- 53 open access, 22 scheduled intakes and 26 emergency intakes.

February 2024- 74 open access, 32 scheduled and 21 emergency intakes

February 2025- 42 open access, 31 scheduled and approximately 21 emergency intakes

It was also noted that these intakes appointments also include intake appointments that are conducted at the jail, hospital, head start. They don't just do evaluation at the office.

The residential assessments are for those individuals referred to residential that come in with an assessment. Some assessments are one after the individual has been accepted and have entered the program, these are not considered open access.

There are 18 available open access slots per week and 5 which can be scheduled so they have 23 agency based assessments set aside per week. Board would like to know and be able to explain the open slots.

Open access appointments begin around noon. These are first come first serve. If they don't get in during the open access and the paperwork is completed they can be told to come back at a certain time and if they can't come back at that time they are allowed to schedule an appt. SCS will try to accommodate the client.

Individuals can call or come in and are informed of both options. They are then asked if this is court ordered, if it is an employee assistance program as they try to screen the calls as they come in. Ideally they would call.

8. New Business

- a. Approval of FY26 Tentative Budget – Request to approve the tentative budget of \$19,138,920.44. - pg. 69-72 – preliminary budget. Decrease in funds ESMI

Motion made by Kristy
Second made by Kori
Motion passed.
No discussion/comments

- b. Sliding Fee Scale to reflect updated date of April 1, 2025 - Request for review of the 2025 Sliding Fee Scale. - pg. 73-82 – This may change due to Behavioral Health Redesign. Most individuals do not receive a bill. Most agencies have done away with the sliding fee but SCS wants to make access to treatment affordable.

Motion made by Margene
Second made by Kristy
Motion passed.

c. CARF 2024 Accreditation Letter and Report - SCS was issued a three year accreditation based on the recent survey. The accreditation is extended through November 30, 2027. - pg. 83-127

d. VLCM Proposal - This is a request for approval of VLCM to install and configure cameras at the Century house. Gene Legerski, Public Works Director, has reviewed and approved the purchase. The total cost is \$15,043.55. - pg. 128-134

Motion made by Kristy
Second made by Greg
Motion passed

Kristy asked if SCS received any other bids for this. Richard Bricknerr advised that he called two other companies and VLCM was the only company who wanted to do the business.

e. Other Grant Opportunity - pg. 135-145

Linda feels it would be a good project. Good exercise for agency to become aware of options. Agency will proceed forward with or without the dollars. Date to submit is August 15, 2025. Question regarding whether it is worth the amount they are awarded with the short turn around time.
\$13,195. 00 is the dollar amount. Linda advised that this needs to be done anyway.

f. Inclement Weather Policy - This is a request for approval of changes made to the Inclement Weather Policy in the SCS Personnel Policies. - pg. 146-148

A lot of questions were brought up due to the building closures but houses remain open, how does staff get paid if they worked or didn't work (clerical, tx support, etc.), do they bank it as snow time to use as leave time. Christy advised that they do have more staff volunteering to come in and notify people of closures. Board suggested that it be presented to Mr. Piper for corrections

9. Presentations by Melissa Wray-Marchetti - pg. 149

a. Grant information and pending changes of financial reporting required by board as outlined by Mr. Wolf. - pg. 150

b. FY24 Financial Audit Findings - pg. 151-257 – Mellissa has already talked to Purchasing regarding the procurement policy .

10. CEO Report - pg. 258-263

In your packet this month, I have enclosed the Commission of Accreditation of Rehabilitation Facilities (CARF) report and letter for the Board. CARF International is a private, nonprofit organization that develops standards for behavioral health standards. SCS was the first mental health and substance abuse center in Wyoming to receive accreditation in 2000. It is a requirement of the State contract that SCS is accredited. SCS is required to respond with Quality Improvement Plan (QIP) for CARF recommendations. I can provide to the board once completed. SCS received a three-year accreditation. American Rescue Plan Act (ARPA): The four projects are continuing with a deadline of May 2025. SCS has four projects, Ankeny Facilities, Outpatient for Psychosocial Programs; Washakie, Substance Disorder Residential Programs; Duran, Substance Disorder Residential for Women and Jonah. There was a total of \$15.1 million directed at the community mental health and substance disorder centers. This was the first time and most likely the last time, the community mental health centers will be able to receive funding for capital construction. SCS is fortunate that the agency qualified for receiving these funds. SCS submitted four projects to the State of Wyoming State Loan and Investment Board, Health and Human Services Capital Construction ARPA Grant on June 29, 2022. Ankeny, Duran and Washakie facilities were approved in December 2022. The Jonah Building was later in January 2025. Behavioral Health Redesign: SCS continues to lead the Mental Health and Substance Disorder centers in Wyoming for enrollment into this new system. Medicaid continues to work on issues with coding and Behavioral Health Division is aware of situations and monitoring. SCS continues to be one of two centers with the most enrollments for BHR. This is a concerted effort of SCS employees from the front desk clerical, to case managers enrolling individuals to billing staff ensuring processing of the claims. Division of Behavioral Health: The Division did reach out concerning entering into an agreement for Emergency Management. The Division is working with SYRA and SYRA completed the SWOT for the agency. SYRA health is a science based and AI company that provides services to behavioral health centers. I think this would be positive for the agency. I have enclosed the SWOT analysis for SCS and we have work to accomplish. Financial Issues: This is and will continue to be a major issue for all community health providers and an impact for the people we serve. There are issues at the federal, state, county and city level of reduction of finances. With these reductions, directly or indirectly, services will be withdrawn which means less resources. Behavioral Health Redesign has certainly resulted in less revenues due to the low Medicaid reimbursement rates. • Sweetwater County will be impacted with a reduction in funding of approximately \$925,000. Services supported by the county and city will be reduced resulting in loss services for the individuals we serve. 259 • Medicaid Reduction: SCS reimbursement for services with Behavioral Health Redesign are Medicaid rates and the rates are low. Medicaid is a critical source of mental health and substance disorder services. Impact on Vulnerable Populations: Medicaid is a lifeline for many, including low-income families, individuals with disabilities, and people with serious mental illnesses. Cuts could limit their access to essential services like therapy, medication, and crisis intervention. (Positive aspect of BHR is if an individual qualifies, services are available.) • Veteran Services: Changes with the Department of Veterans

Affairs, including the reduction in work force and policy shifts are raising concerns about the stability of mental health services and substance disorder services for Veterans. • SAMSHA staff reduction: The Substance Abuse and Mental Health Services Administration (SAMHSA) is facing staff cuts, which could disrupt vital programs like the 988 Suicide and Crisis Lifeline, as well as addiction treatment. Funding cuts or policy changes often lead to reduced access to critical services, such as medication-assisted treatment (MAT), harm reduction programs, and recovery support. This can exacerbate existing challenges, such as workforce shortages, limited availability of treatment facilities, and gaps in care for underserved population. (Funding for 988 from the state is secure for the coming year). The introduction of the 988 Suicide & Crisis Lifeline in the State of Wyoming has significantly improved mental health support. Since its launch in July 2022, the lifeline has handled over 4,200 calls within the state, a substantial increase from the previous year's 1,800 calls. I think you will find this fact of 99.8% of calls were resolved without requiring law enforcement or emergency medical services, highlighting the effectiveness of the service in addressing crises. However, challenges remain, particularly in securing sustainable funding for the lifeline. Currently, it relies on federal COVID emergency funding, which is set to expire in June 2025. Efforts are underway to address long term funding for 988 and ensure the lifeline's continuity. The lifeline has been particularly valuable in rural communities, which are disproportionately affected by suicide. By connecting callers to Wyoming-based crisis counselors, the service ensures that individuals receive support tailored to their local context. This localized approach has been a key factor in its success. Support and funding for 988 Suicide & Crisis Line is ongoing for Wyoming Association of Mental Health and Substance Disorder Centers. As the community approaches the economic downturn, it is important to realize that untreated mental health and substance disorders issues can lead to a variety of impacts, such as reduced quality of care, increased unemployment, increased utilization of emergency health care and potentially more involvement with the criminal justice system. Ensuring access to mental health and substance disorders care not only benefits individuals but also strengthens communities as a whole.

WAMHSAC Legislative Report: Ms. Andi Summerville reported that this session, mental health and substance disorders issues were not on the forefront for the legislators. Ms. Summerville did report that at Labor, Health and Social Services there were presentations to the committee against behavioral health therapies, especially for anyone under age 18.

11. Public and Board Comments/Questions- Christy Legault wanted to know what the Board would prefer as far as future reports on intakes(historical trend up down, a graph, last month and this month, availability, why a decrease).

Kayleen, Linda and Mellisa presented two plan to the Board of County Commissioners.

Linda advised that out of 30 emergency assessments only 1 went for involuntary commitment. Pg 33 in packet. They were all given follow-up appointments. 16 of those individuals are currently clients, 14 have been closed. It was noted that once the individual is titled, SCS is still working. This is a community need and there are no resources.

- 34 referred in one month and only one certified title 25.

12. Executive Session for instructing negotiations, deliberating on contracts, personnel matter and all other matters considered confidential by law.

No Executive Session

13. Adjournment @ 8:37pm

Motion made by Kristy
Second made by Greg
Motion passed.

Respectfully Submitted,

Kori Rossetti

Treasurer's Report

Accounts Receivable Write-Off Request
Self Pay Balances under \$25
March-25

Balances under \$25 are reviewed monthly and are only submitted for request when the balance is older than one year or the client is deceased or no consent to treat is obtained.

Client Account Number	Amount of Write-Off	Reason for the request for Write-Off

Total \$ -

Presented for Approval on April 23, 2025

Accounts Receivable Write-Off Request
Self Pay Balances over \$25
March-25

Balances over \$25 are reviewed monthly and are only submitted for request when the balance is older than one year or the client is deceased or no consent to treat is obtained.

Client Account Number	Amount of Write-Off	Reason for the request for Write-Off
25850	\$ 116.17	No consent to treat obtained
Total	\$ 116.17	

Presented for Approval on April 23, 2025

Accounts Receivable Write-Off Request
Bankruptcy Discharged
March-25

Bankruptcy Balances are requested for write-off once received by the agency for dismissal.

Client Account Number	Amount of Write-Off	Reason for the request for Write-Off
4866	3,339.33	Discharged Bankruptcy

Total \$ 3,339.33

Presented for Approval on April 23, 2025

Southwest Counseling Service
Balance Sheet
As of March 31, 2025

ASSETS

Current Assets

Checking/Savings

1020 - General Operating Account 769,636.95

1031 - Commerce Bank- Cash Reserve 1,110,287.34

Total Checking/Savings 1,879,924.29

Total Current Assets 1,879,924.29

TOTAL ASSETS 1,879,924.29

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Credit Cards

2113 - FNBO Laura Schmid-Pizzato -425.01

Total Credit Cards -425.01

Total Current Liabilities -425.01

Total Liabilities -425.01

Equity

32000 - Unrestricted Net Assets 2,138,251.87

Net Income -257,902.57

Total Equity 1,880,349.30

TOTAL LIABILITIES & EQUITY 1,879,924.29

The Balance Sheet provides the assets and liabilities for the specific point in time of March 31, 2025. The total cash assets total \$1,879,924.29. The previous month's total cash was \$1,868,560.01, a decrease in cash in the amount of \$11,364.28 from the previous month. The year to date expenditures through March 31, 2025 total \$12,721,373.33. The average cost per day of operations is consistent with the previous month at \$46,428.37. Liabilities as of March 2025 total negative \$425.01 due to a refund on a credit card. Based upon all cash balances, SCS is currently at 41 days of cash on hand, the same number of days of cash on hand in February 2025.

FY 2025 Accounts Receivable Report <u>Mar-25</u>						AR by Days Aging				
	Beginning Balance	Charges	Payments	Adjustments	Ending Balance	0	30	60	90	120
Self Pay	\$ 210,802.61	\$ 40,801.14	\$ (37,326.65)	\$ (6,625.68)	\$ 207,651.42	\$ 19,299.79	\$ 12,170.19	\$ 7,054.60	\$ 26,993.79	\$ 142,133.05
Insurance	271,186.96	120,362.12	(53,152.85)	(65,454.01)	272,942.22	112,002.50	35,722.68	19,419.02	13,270.18	92,527.84
Medicaid	122,527.02	42,439.19	(41,345.82)	(4,327.99)	119,292.40	39,368.93	4,150.67	3,202.67	6,935.20	65,634.93
Medicare	16,255.54	8,028.40	(1,711.04)	(5,574.55)	16,998.35	7,430.00	6,567.50	150.00	123.31	2,727.54
EAP	18,029.15	8,692.84	(583.33)	(1,800.00)	24,338.66	6,365.00	8,625.16	2,715.50	810.00	5,823.00
Client Contracts	28,715.35	10,464.91	(5,298.31)	5,260.16	39,142.11	3,144.31	17,119.16	7,833.30	1,422.87	9,622.47
Collection	1,416,021.04	14,683.21	(1,568.00)	(4,437.42)	1,424,698.83	10.00	254.61	-	421.53	1,424,012.69
State Contracts	523,395.30	1,408,331.19	(1,487,857.79)	25,740.50	469,609.20	278,186.13	77,082.08	22,896.01	25,762.63	65,682.35
Cancellation/No Show	14,679.79	900.00	(483.00)	5,276.00	20,372.79	745.00	680.00	540.00	635.00	17,772.79
Total	\$ 667,516.63				\$ 680,365.16	\$ 187,610.53	\$ 84,355.36	\$ 40,375.09	\$ 49,555.35	\$ 318,468.83

<u>Feb-25</u>						AR by Days Aging				
	Beginning Balance	Charges	Payments	Adjustments	Ending Balance	0	30	60	90	120
Self Pay	\$ 225,019.26	\$ 26,295.98	\$ (25,154.75)	\$ (15,357.88)	\$ 210,802.61	\$ 17,856.83	\$ 9,571.25	\$ 25,379.29	\$ 6,059.34	\$ 151,935.90
Insurance	257,554.21	108,295.42	(31,556.51)	(63,106.16)	271,186.96	103,961.50	53,698.13	16,488.64	14,313.93	82,724.76
Medicaid	122,766.68	36,703.40	(28,345.65)	(8,597.41)	122,527.02	34,381.23	7,525.27	7,883.00	10,070.39	62,667.13
Medicare	22,594.12	8,970.00	(4,247.99)	(11,060.59)	16,255.54	8,970.00	3,815.00	195.22	517.90	2,757.42
EAP	17,844.65	7,498.83	(3,749.33)	(3,565.00)	18,029.15	6,388.83	4,118.83	1,983.00	898.49	4,640.00
Client Contracts	25,183.91	9,924.05	(13,094.29)	6,701.68	28,715.35	9,757.31	8,068.24	8,253.33	520.79	2,115.68
Collection	1,612,364.06	15,122.29	(277.80)	(211,187.51)	1,416,021.04	62.00	73.88	318.65	816.05	1,414,750.46
State Contracts	533,465.28	935,753.61	(1,136,703.46)	190,879.87	523,395.30	302,634.99	60,687.27	34,773.43	40,000.66	85,298.95
Cancellation/No Show	15,779.99	810.00	(212.00)	(1,698.20)	14,679.79	774.00	582.00	401.00	962.00	11,960.79
Total	\$ 670,962.83				\$ 667,516.63	\$ 181,315.70	\$ 86,796.72	\$ 60,182.48	\$ 32,380.84	\$ 306,840.89

Changes from Previous Month					
	Charges	Payments	Adjustments	Ending Balance	
Self Pay	\$ 14,505.16	\$ (12,171.90)	\$ 8,732.20	\$ (3,151.19)	
Insurance	\$ 12,066.70	\$ (21,596.34)	\$ (2,347.85)	\$ 1,755.26	
Medicaid	\$ 5,735.79	\$ (13,000.17)	\$ 4,269.42	\$ (3,234.62)	
Medicare	\$ (941.60)	\$ 2,536.95	\$ 5,486.04	\$ 742.81	
EAP	\$ 1,194.01	\$ 3,166.00	\$ 1,765.00	\$ 6,309.51	
Client Contracts	\$ 540.86	\$ 7,795.98	\$ (1,441.52)	\$ 10,426.76	
Amount Increase/Decrease	\$ 33,100.92	\$ (33,269.48)	\$ 16,463.29	\$ 12,848.53	

The total outstanding balance for amounts owed to Southwest Counseling Service for March 2025 is \$680,365.16. The receivables increased from the previous month due to slightly higher charges in Self Pay, Insurance, and Medicaid. The total receivables excludes Collection, State Contracts, and Cancellation/No show fees.

Southwest Counseling Service
Revenues FY25

75%

State Contracts	FY25 Budget	Mar-25	% Month	YTD	%YTD	Difference
Outpatient Services						
MH - Outpatient	\$ 1,038,642.78	\$ 71,528.99	7%	\$ 984,251.91	95%	\$ (54,390.87)
MH - CARF	14,015.00	305.78	2%	9,728.80	69%	(4,286.20)
MH- Direct Care Salaries	182,343.00	21,685.22	12%	220,286.88	121%	37,943.88
MH- Emergency Services	29,218.00	2,517.06	9%	22,161.85	76%	(7,056.15)
MH- Regional Med. Management	133,729.00	2,917.72	2%	92,830.82	69%	(40,898.18)
MH- Regional Nursing Support	41,291.00	900.89	2%	28,663.00	69%	(12,628.00)
MH- Regional Early Intervention	53,302.00	1,162.95	2%	37,000.70	69%	(16,301.30)
MH- ESMI	70,662.58	5,289.19	7%	53,995.91	76%	(16,666.67)
MH- Jail Based Services	50,000.00	10,370.24	21%	43,987.91	88%	(6,012.09)
SA - Outpatient	606,870.00	39,861.94	7%	554,038.57	91%	(52,831.43)
SA- Direct Care Salaries	313,899.00	9,881.88	3%	203,493.55	65%	(110,405.45)
SA - CARF	6,100.00	133.09	2%	3,468.46	57%	(2,631.54)
SA - HB 308	454,450.00	9,915.27	2%	258,401.11	57%	(196,048.89)
MH & SA- Peer Specialist	90,000.00	1,963.64	2%	56,824.83	63%	(33,175.17)
CCRS	208,800.00	4,555.64	2%	144,943.02	69%	(63,856.98)
MH - LT Group Home -Sweetwater	632,675.31	35,039.54	6%	499,968.52	79%	(132,706.79)
MH - LT Group Home - Uinta	517,643.44	27,022.91	5%	358,313.04	69%	(159,330.40)
SOR- Medication Assisted Treatment	483,000.00	63,209.86	13%	573,374.64	119%	90,374.64
SA - Peer Review	2,500.00	-	0%	-	0%	(2,500.00)
MH Crisis Intervention/Sub-Acute Residential	516,896.00	74,575.00	14%	74,575.00	14%	(442,321.00)
CCBHC						
CCBHC	1,276,606.00	191,914.24	15%	936,580.49	73%	(340,025.51)
Regional Services - MH						
MH- Transitional Grp - Sweetwater	438,588.46	27,186.41	6%	437,567.71	100%	(1,020.75)
MH - SIP- Sweetwater	155,302.06	8,440.15	5%	133,330.50	86%	(21,971.56)
MH- SIP- Uinta County	207,069.41	11,930.04	6%	154,430.54	75%	(52,638.87)
MH- Transitional Grp - Uinta	389,856.40	27,581.64	7%	311,352.19	80%	(78,504.21)
MH -Sub-Acute Crisis Residential	397,917.00	23,608.32	6%	326,907.29	82%	(71,009.71)
MH -Sub-Acute Crisis Residential Uinta	79,583.00	8,477.36	11%	80,884.08	102%	1,301.08
Regional Services - SA						
SA - Residential	2,241,069.28	131,862.88	6%	1,981,992.83	88%	(259,076.45)
SA- Residential Women and Children	703,347.15	66,845.75	10%	537,155.46	76%	(166,191.69)
SA- Transitional (SL)	199,290.49	20,282.10	10%	153,262.40	77%	(46,028.09)
SA- Detox	136,417.08	4,016.17	3%	146,935.34	108%	10,518.26
SA- MAT Detox Residential	139,125.00	-	0%	-	0%	(139,125.00)
Quality of Life						
MH - Quality of Life	102,730.00	9,657.00	9%	78,115.00	76%	(24,615.00)
SA- Quality of Life	23,680.00	1,678.00	7%	27,959.00	118%	4,279.00
General Funds						
County	650,488.00	56,917.67	9%	512,259.03	79%	(138,228.97)
Client Fees	370,000.00	19,852.96	5%	197,235.68	53%	(172,764.32)
Insurance	631,305.00	52,443.64	8%	433,808.29	69%	(197,496.71)
Medicaid	557,825.00	41,176.67	7%	297,402.96	53%	(260,422.04)
Medicare	44,325.00	2,420.25	5%	36,370.80	82%	(7,954.20)
EAP	61,375.00	583.33	1%	18,326.33	30%	(43,048.67)
DFS	5,000.00	-	0%	1,422.74	28%	(3,577.26)
DVR/DDS	2,000.00	30.00	2%	1,151.50	58%	(848.50)
Medical Service Fees	112,000.00	15,076.39	13%	41,830.30	37%	(70,169.70)
Food Stamps	99,520.00	5,040.64	5%	53,598.29	54%	(45,921.71)
Grants and Contracts						
General Contracts	110,500.00	200.67	0%	44,779.31	41%	(65,720.69)
Treatment Court	82,800.00	-	0%	41,400.00	50%	(41,400.00)
Federal Probation	4,000.00	-	0%	-	0%	(4,000.00)
County Prevention	243,229.00	-	0%	125,318.75	52%	(117,910.25)
ARPA Capital Construction	1,780,217.00	630,292.69	35%	1,021,079.54	57%	(759,137.46)
BHD - Media	22,040.00	22,040.00	100%	22,040.00	100%	-
Miscellaneous Funds						
Operations Carryover	2,900,000.00	-	0%	2,900,000.00	100%	-
Reserve	1,383,095.50	-	0%	1,383,095.50	100%	-
Interest Earned	22,000.00	1,395.88	6%	17,910.95	81%	(4,089.05)
Commissary Funds	5,700.00	496.30	9%	3,999.26	70%	(1,700.74)
Miscellaneous	15,000.00	(76,643.62)	-511%	66,946.84	446%	51,946.84
Total Revenues	\$ 16,755,942.44	\$ 1,687,640.34	10%	\$ 16,746,757.42	100%	\$ (9,185.02)
Total Revenue excluding carryover	\$ 21,039,037.94			\$ 12,463,661.92	59%	

Southwest Counseling Service
Expenditures FY25

75%

Personnel	FY25 Budget	Mar-25	% Month	YTD	%YTD	Difference
Salaries	\$ 8,365,596.16	\$ 556,730.07	7%	\$ 5,449,912.90	65%	(2,915,683.26)
FICA	641,010.00	40,247.24	6%	393,597.07	61%	(247,412.93)
Wyoming Retirement	1,560,205.00	102,396.75	7%	994,417.07	64%	(565,787.93)
Health Insurance	2,288,440.00	199,592.13	9%	1,781,058.78	78%	(507,381.22)
Life Insurance	45,700.00	3,979.66	9%	36,528.46	80%	(9,171.54)
Worker's Compensation	59,000.00	3,463.37	6%	38,814.91	66%	(20,185.09)
Unemployment	32,500.00	4,442.36	14%	18,345.58	56%	(14,154.42)
Wellness	13,580.00	534.80	4%	5,528.98	41%	(8,051.02)
Background Check	11,010.00	647.43	6%	6,011.27	55%	(4,998.73)
Contracts	513,000.00	54,096.35	11%	432,648.43	84%	(80,351.57)
Contract- Transitional Grp - Uinta	389,856.40	25,624.56	7%	275,548.03	71%	(114,308.37)
Contract - SIP Uinta County	207,069.41	13,805.14	7%	146,918.30	71%	(60,151.11)
Contract - Sub-Acute Crisis Stabilization	79,583.00	9,199.61	12%	83,913.58	105%	4,330.58
Contract - LT Group Home - Uinta	517,643.44	31,721.48	6%	359,312.70	69%	(158,330.74)
Consultation	10,000.00	-	0%	9,670.00	97%	(330.00)
Recruitment	8,225.00	55.87	1%	2,747.92	33%	(5,477.08)
Travel/Vehicle Expenses						
Travel-Mileage Reimbursement	12,000.00	894.11	7%	7,081.70	59%	(4,918.30)
Vehicle Fuel	28,300.00	1,442.02	5%	14,740.13	52%	(13,559.87)
Vehicle Maintenance	16,000.00	1,543.74	10%	14,430.63	90%	(1,569.37)
Conference and Seminar Travel	22,600.00	-	0%	12,540.40	55%	(10,059.60)
Training	30,000.00	(375.05)	-1%	27,357.73	91%	(2,642.27)
Operating						
Supplies	164,748.00	7,490.84	5%	86,680.77	53%	(78,067.23)
Food	235,295.00	20,769.50	9%	188,379.07	80%	(46,915.93)
Rent	113,400.00	14,652.50	13%	121,578.02	107%	8,178.02
Utilities	192,454.00	17,154.49	9%	166,986.09	87%	(25,467.91)
Insurance- G&P/ Vehicles	160,590.00	15,864.43	10%	95,601.54	60%	(64,988.46)
Advertising	57,540.00	3,607.00	6%	61,102.91	106%	3,562.91
Books/Magazines/Video	4,000.00	11.19	0%	6,632.63	166%	2,632.63
Client/Insurance Refund	3,000.00	120.99	4%	1,317.79	44%	(1,682.21)
Computer Hardware	86,000.00	1,777.42	2%	2,583.43	3%	(83,416.57)
Computer Software	205,505.00	11,371.17	6%	326,432.82	159%	120,927.82
Computer Maintenance	10,000.00	-	0%	7,670.49	77%	(2,329.51)
Computer Communication	57,000.00	3,178.20	6%	28,617.09	50%	(28,382.91)
Equipment	118,220.00	996.85	1%	20,856.17	18%	(97,363.83)
Leased Equipment	50,000.00	5,736.66	11%	37,746.43	75%	(12,253.57)
Maintenance	182,400.00	11,015.86	6%	86,244.62	47%	(96,155.38)
Postage	12,250.00	519.40	4%	6,963.45	57%	(5,286.55)
Cleaning Supplies	16,375.00	1,185.25	7%	11,114.90	68%	(5,260.10)
Telephone	74,000.00	7,449.15	10%	106,335.68	144%	32,335.68
Testing and Materials	20,000.00	-	0%	4,588.50	23%	(15,411.50)
Drug Testing	25,000.00	5,170.08	21%	20,438.39	82%	(4,561.61)
Client Medical	175,000.00	4,656.13	3%	56,353.02	32%	(118,646.98)
Client Rx	25,000.00	7,498.71	30%	64,609.04	258%	39,609.04
APRN Medical Lab Fees	20,000.00	619.00	3%	11,406.13	57%	(8,593.87)
Recreation	3,850.00	60.64	2%	2,263.97	59%	(1,586.03)
Membership Dues	30,000.00	550.00	2%	3,556.50	12%	(26,443.50)
Collection Agency	2,000.00	-	0%	456.22	23%	(1,543.78)
CARF	20,115.00	-	0%	1,095.00	5%	(19,020.00)
MH Quality of Life						
Medical	55,030.00	7,360.81	13%	46,152.12	84%	(8,877.88)
Emergency Subsistence	3,200.00	333.43	10%	2,624.49	82%	(575.51)
RX	15,000.00	1,170.03	8%	22,862.81	152%	7,862.81
Housing	5,100.00	186.45	4%	1,097.93	22%	(4,002.07)
Transportation	15,400.00	20.22	0%	1,445.84	9%	(13,954.16)
Recreation	1,000.00	3,145.00	315%	3,145.00	315%	2,145.00
Community Center	8,000.00	-	0%	-	0%	(8,000.00)
Regional Quality of Life						
Regional Quality of Life	23,680.00	1,551.84	7%	14,917.40	63%	(8,762.60)
Miscellaneous Expenses						

Finance Charge	2,000.00	8.41	0%	8.41	0%	(1,991.59)
Credit Card Fees	20,000.00	853.99	4%	9,964.11	50%	(10,035.89)
Other Expenses	32,255.00	232.03	1%	8,605.33	27%	(23,649.67)
Debt Service/Capital Maintenance						
Capital	830,000.00	-	0%	5,069.82	1%	(824,930.18)
ARPA Funding Capital Projects	3,113,312.50	469,300.58	15%	966,744.83	31%	(2,146,567.67)
Total Expenses	\$ 21,039,037.91	\$ 1,675,659.89	8%	\$ 12,721,373.33	60%	(8,317,664.58)

**Southwest Counseling Service
April 2025 Check Register**

Check No.	Vendor	Program	Check Amt.	Description
EFTPS	RSNB	Admin	VOID	Nuance - Dragon professional anywhere subscription 4/25/25-4/24/26 - Vendor wants payment in April as to not confuse billing department
117959	Maverick	Crisis, Crisis Continuum, Independence, TC, Century, Admin., Bridges	VOID	Placed a stop on check due to being lost in transit and reissued as an ACH payment (WIRE032725)
118051	Reece, Angie	Bridges	VOID	Employee's last name was incorrectly spelled in Software. Voided and reissued check #118185
118073	N/A	N/A	VOID	Submitted a voided check to Sweetwater County to set up receiving ACH payments
118074	Amazon	TC, Century, Duran, WAP, Mental Health, Crisis, Detox, Crisis Continuum, Recovery, Bridges, Medical	\$ 1,531.56	Narcotics Anonymous Collection books, qty: 2; office chair mat; plastic laundry hamper; mesh shower caddy, qty: 5; cleaning supplies; paper supplies; heavy duty can openers, qty: 12; nitrile exam gloves; fish food; file folders
118075	Century Link	TC, Recovery	122.10	Monthly telephone service 3/25-4/24/25
118076	CenturyLink Business Services - Lumen	Mental Health	2,462.20	Business IP, data, and voice service
118077	FedEx	Admin	45.80	FedEx 2Day to Wyoming State Loan & Investment Board for SLIB invoices

Southwest Counseling Service

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118078	First Bankcard	Admin., TC, Mental Health, Bridges, Child & Adol., Crisis, Recovery, QOL, SA-QOL, Detox, Crisis Continuum, Prevention, Sober Living, Transitions, Continental, Independence, Psychiatric, Duran	10,951.98	Vehicle maintenance; vehicle fuel; food for employee appreciation day; Parent and Adolescent Living Together book; recruitment; American Red Cross First Aid/CPR training for 9 employees; 4-day intensive workshop-Exposure and Response Prevention Therapy for OCD; door latch kits for Foothill's bathroom stalls; ADA latch knob and cover for Foothill's front door; WSUS automated maintenance computer software; Dell Duel Monitor Stand; wall heater for women's bathroom in Foothill's back building; client Rx, transportation, and medical covered under QOL grants; client clothing for crisis house; Suicide Fatality Review Training in Cheyenne, WY; couch and recliner for Sober Living; restock on houses over-the-counter meds for residential clients; Mandt training, qty: 10; employee background testing; Casper Star Tribune subscription; client Rx covered under MAT grant; Blackfish software subscription for 10 users; OCD treatment trainings; Intuit QuickBooks
118079	LocumTenens	Psychiatric	13,442.48	Services rendered 3/10-3/20/25
118080	Maverick	Continental, Independence, Transitions, WAP, Duran, TC, Century, Admin., Bridges, Mental Health	1,445.37	Fuel for SCS vehicles
118081	McKesson Medical-Surgical, Inc.	Medical	297.80	Influenza test kit
118082	Nicholas & Company	Century, Duran, WAP, Bridges, Mental Health, TC, Recovery	3,258.31	Food and paper supplies
118083	Philadelphia Insurance Companies	Admin	15,839.42	Monthly installment 4 of 9 for Cyber liability, Substance Abuse-Rehabilitations Facilities Umb, Flexi Plus Five, and Substance Abuse Rehabilitation Facilities Package for 11/18/24-11/18/25
118084	Verizon Wireless	Mental Health, Admin., Child & Adol., Recovery, TC, Bridges, Medical, Emergency, Independence, Duran, WAP, Continental, Transitions	902.70	Residential homes, agency phones, and notebook line access monthly charges- 2/16-3/15/25
118085	White Mountain Water & Sewer District	WAP, Duran	137.14	Water and sewer reading from 2/14-3/14/25
118086	City of Rock Springs	Bridges	VOID	Incorrect Vendor - Reissued to Shepard Construction on check 118087

Southwest Counseling Service

April 2025 Check Register

118087	Shepard Construction Solutions LLC	Bridges	3,929.00	Permit was paid August of 2024. Entirety of the check #117126 was distributed to W.S. Construction, who remitted payment back to SCS on 3/31/25. This payment is covering Ankeny's permit
118088	All West Communications	Continental, Mental Health, WAP, Century, Sober Living, TC, Recovery, Transitions, Crisis, Detox, Independence	3,178.20	Business internet service 4/1-4/30/25
118089	Coal Creek Law	Admin	1,462.50	Professional services rendered 2/19-3/27/25
118090	Insurance Information Exchange	Continental, Recovery, Independence, TC, Admin., Bridges, Transitions, Mental Health, Crisis, WAP, Century	228.59	Motor vehicle reports
118091	Leaf Prior SVC By TimePayment	Bridges, Mental Health	120.00	Monthly water system
118092	Pitney Bowes Global Financial	TC, Recovery, Mental Health	78.24	Contract #0041082669 & contract #0041080490 property tax
118093	Smiths	4-SOR-MAT, QOL, SA-QOL, Recovery	6,413.64	Client Rx; med room supplies
118094	Wal-Mart	Crisis, Crisis Continuum, Detox, Independence, Continental, Transitions, Bridges, TC, Duran, WAP, Century, QOL, Sober Living	8,465.39	Food; cleaning supplies; paper plates & foam cups; Unity Day desserts; client subsistence covered under QOL grant; alcohol prep pads; cutting knives set; windshield scrapers, qty: 10; electric throw blankets, qty: 3; can openers; batteries; shower rug; replacement toilet seat
118095	Western Star Communications LLC	Mental Health, TC	261.50	Business answering service and transaction usage for April 2025
118096	Wyo Waste	Century, Continental, Independence, Crisis, Crisis Continuum, Detox, Bridges, Medical, TC, Recovery, Transitions, Mental Health, Child & Adol.	2,135.23	Monthly waste collection 4/1-4/30/25; quarterly waste collection 4/1-6/30/25
118097	Shepard Construction Solutions LLC	Duran	182,572.74	HHS 1131 Pay request #4: Supervisor costs, overhead, profit, concrete, materials, electrical, flooring and per diem associated with ARPA Duran project through 3/31/25
118098	Petty Cash	QOL, SA-QOL, Recovery, Mental Health, Bridges, Crisis, Continental, Independence, Transitions	671.20	Food and recreation for Bridges clients; client transportation, emergency subsistence, health & medical, and recreation covered under QOL grant; backgrounds on potential employees
118099	Pioneer Counseling	Admin	48,957.72	February bed days
118100	Altitude Analysis	Admin	85.00	Background testing for potential employee

Southwest Counseling Service

April 2025 Check Register

118101	WS Construction	WAP	61,275.00	HHS 1133 Pay request #4: Thermal & Moisture Protection, Drywall and Paint, HVAC/Plumbing, Electrical, & General Conditional Period 2/27-3/31/25
118102	WS Construction	Admin	68,400.00	HHS 1127 Pay Request #4: Drywall, Paint/FRP, Ceilings, HVAC/Plumbing, Electrical, & General Conditions for 2/27-3/31/25
118103	Pitney Bowes Purchase Power	TC, Recovery	502.25	Meter refill- SN-0378038
118104	RMP- Rocky Mountain Power	Century, Mental Health, Child & Adol., Duran, WAP, Transitions, Sober Living, SIP, Continental, Crisis, Crisis Continuum, Detox, Independence, TC, Recovery, Bridges, Medical	6,633.60	Monthly energy and power readings
118105	RS Municipal Utility	Bridges, Medical, TC, Recovery, Century, Transitions, Independence, Continental, Crisis, Detox, Admin., Mental Health, Child & Adol.	2,943.44	Monthly water and sewer readings 2/26-3/26/25
118106	Enbridge Gas	WAP, Century, Child & Adol., Duran, Mental Health, Sober Living, SIP, Continental, Bridges, Medical, Crisis, Detox, Transitions, TC, Recovery, Independence, Admin	4,369.81	Monthly gas service ending 4/14/25
118107	U.S. Bank	TC, Recovery	1,474.49	Leased copy/printers
118108	AdTel International, Inc.	TC, Mental Health	1,315.00	Software & Support License, qty: 1; Software & Support Additional Loc., qty: 2; Full Time Monthly Provider, qty: 12; Part Time Monthly Provider, qty: 4; e-forms FT, qty: 12; e-forms part time, qty: 4; Extreme Part Time, qty: 2; Surveys; 10-DLC
118109	All Pro Storage	Admin	420.00	Monthly storage for units A-8, A-10, C-3, C-17, & C-19
118110	Amazon	Independence, Admin., Recovery, Century	418.36	White control panel assembly replacement for GE appliance; Iowa men's hiking boots for maintenance staff; double-entry swing-top floor receptacle; Ethernet patch cables, qty: 3
118111	Aspen Construction	TC, Recovery, Mental Health, Child & Adol.	1,460.00	3/14/25 Two hours labor for Ice Melt at College Hill and Foothill buildings; replace roof vents and seal at Rosen facility
118112	CDW Government	TC, Recovery, Mental Health, Bridges, Medical, Century, Duran, WAP, Transitions, Crisis, Crisis Continuum, Detox, Independence, Continental, Child & Adol.	2,375.00	Symantec endpoint protection - subscription license renewal, qty: 190 (Antivirus Software)

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118113	Century Link	TC, Recovery, Mental Health, Bridges, Medical	320.04	Monthly telephone service 4/7-5/6/25
118114	CenturyLink Business Services - Lumen	TC, Recovery, Admin., Bridges, Medical, Mental Health	3,143.45	Business IP, data, and voice service
118115	Contract Paper Group, Inc.	Bridges, Medical, TC, Recovery, Mental Health	4,407.60	Copy paper, 6000 lbs., annual purchase
118116	Copier & Supply	Mental Health, TC, Recovery, Admin., Bridges, Medical	2,008.63	Contract base rate charges for SAVIN/MP copiers; replacement toner
118117	Crum Electric Supply	TC, Recovery	77.18	Advance Electronic Ballast for four bulbs, qty: 3
118118	Eagle Uniform & Supply Co.	TC, Recovery, Mental Health	741.35	Office rugs maintenance
118119	Electronic Network System	Admin	102.63	EDI Claims; remittance advice
118120	Farmers Brothers	TC, Recovery	1,427.28	House blend coffee, qty: 12
118121	FCC BSA Troop 4	Mental Health, Recovery	200.00	Cow fundraising event - Renewal Cow, qty: 2
118122	Green River Star	Admin	116.00	Health & fitness advertisement; Affidavit of Publication regarding March's Board Meeting
118123	Hagemann, Andrew	CCBHC	4,340.00	Contractual Project Evaluator for CCBHC grant (Dates rendered 2/24-3/21/25)
118124	Kronos	Admin	1,197.00	UKG Ready Time- Timekeeping software
118125	LocumTenens	Psychiatric, CCBHC	20,723.84	Services Rendered from 3/24-4/10/25
118126	McKesson Medical-Surgical, Inc.	Medical	190.44	Albuterol; Ipratropium Bromide; sharps container; blood collection tubes
118127	Memorial Hospital of Sweetwater County	Emergency Services	50.00	Staff reappointment fees
118128	Netsmart Technologies, Inc.	Admin	14,000.00	myAvatar NX upgrade & orders console setup for 3/1-5/31/25
118129	Nicholas & Company	Century, Duran, WAP, Bridges, TC	1,791.20	Food for residential clients
118130	Pain Care Center	4-SOR-MAT, QOL	4,473.00	MAT and QOL services for clients. Paid for by MAT and QOL grant
118131	Pioneer Counseling	Admin	26,054.24	1/11th payment for April
118132	Plan One/Architects	Duran, Bridges, WAP, Admin	7,260.35	Construction Administration Phase billable hours 2/24-3/9/25
118133	Redwood Toxicology Laboratory, Inc.	Recovery, Detox	453.04	Outpatient drug testing 3/5-3/29/25
118134	Reece, Sidney	Admin	3,450.00	Contractual employee
118135	Rocket Miner	Bridges	153.00	52 week subscription renewal
118136	Rocky Mountain Air Solutions	Medical	664.81	Dewar 10 liter liquid nitrogen storage tank
118137	Royal Flush	Prevention	475.00	Tobacco prevention bathroom ads for March
118138	SCS	QOL	206.00	Client medical support covered under QOL grant
118139	SCS	QOL	50.43	Client medical support covered under QOL grant
118140	SCS	QOL, SA-QOL	3,885.72	Client medical fees covered by QOL grant

Southwest Counseling Service

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118141	SCS	4-SOR-MAT	458.45	Client medical fees covered by 4-SOR-MAT grant
118142	Shadow Ridge	Sober Living	5,800.00	May rent for recovery clients
118143	Silver Ridge Village	SIP	6,782.70	May rent and March utilities
118144	Sweetwater Trophies and Engraving	Admin	72.00	Engraving fee for six brass tags to place on briefcases
118145	SweetwaterNOW	Prevention, TC, Recovery, Mental Health	2,450.00	Tobacco prevention ads for April; new clinician licensure article
118146	Terminix	Bridges, Medical, Child & Adol., WAP, Century, Duran, Transitions, Independence, Crisis, Crisis Continuum, Detox, Continental	599.00	Pesticide control
118147	The BI Collaborative	Admin	300.00	BI Platform Modules- Finance & Azure
118148	Top-Tech Auto Services	TC	92.05	Oil change on 2017 Dodge Journey, VIN: 91595 & 2005 Buick LeSabre, VIN: 66336
118149	University of Utah Medical Center - Psych	Psychiatric	9,047.50	Services rendered from 3/3-3/31/25
118150	VLCM	Century	2,667.20	CISCO Meraki MR44 Cloud Manage, qty: 2; CISCO Meraki Enterprise Cloud, qty: 2
118151	WyoData Security Inc.	Mental Health, TC, Recovery	345.00	Confidential paper collection and disposal
118152	Wyoelectric, Inc.	Century	694.03	Replaced outlets and installed conduit from attic to crawl space
118153	Wyoming Department of Health	Medical	632.00	Client Lab fees rendered 3/10-3/31/25
118154	WyoRadio	Prevention, BHD-Media	1,055.00	Tobacco prevention ads for April
118155	WyoTel, Inc.	Independence, Continental, Transitions, Crisis, Detox, Bridges	1,500.00	Upgrading the previous Superboxes to the V3 Plus, qty: 5
118156	Client Refund	Medical	102.34	Refund due to overpayment on clients account
118157	Blomquist Hale Consulting	Personnel	534.80	Wellness/EAP
118158	Sweetwater County Section 125	Payroll Deduction	5,219.08	Payroll Liability
118159	Empower Trust Company, LLC	Payroll Deduction	4,020.00	Payroll Liability
118160	Goldman Sachs 529 Plan	Payroll Deduction	2,000.00	Payroll Liability
118161	NCPERS Wyoming	Payroll Deduction	208.00	Payroll Liability
118162	Wyoming Retirement System	Personnel	102,399.07	Payroll Liability
118163	Sweetwater County Health Savings Account	Personnel and Payroll Deductions	3,424.49	Payroll Liability
118164	Sweetwater County Claim Fund	Personnel and Payroll Deductions	220,427.37	Payroll Liability
118165	Aflac Group	Payroll Deduction	1,910.53	Payroll Liability
118166	Transamerica	Personnel	1,912.40	Group Life Insurance
118167	Circuit Court Third Judicial District	Payroll Deduction	343.03	Payroll Liability

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118168	Circuit Court Third Judicial District	Payroll Deduction	543.03	Payroll Liability
ACH	WY Child Support Enforcement	Payroll Deduction	492.00	Payroll Liability
ACH	Aspire	Payroll Deduction	2,583.00	Payroll Liability
118169	Bauer, Mike	Mental Health	24.50	Employee reimbursements
118170	Bramwell, Kimberly	Mental Health	40.00	Employee reimbursements
118171	Brown, Rhonda	TC	106.50	Employee reimbursements
118172	Christensen, Vanessa	Medical	15.68	Employee reimbursements
118173	Eardley, Mindy	Recovery	37.80	Employee reimbursements
118174	Gatley, Jayda	Prevention	18.20	Employee reimbursements
118175	Gomez, Janell	Mental Health	70.00	Employee reimbursements
118176	Gilmore, Stephani	TC	88.20	Employee reimbursements
118177	Grenier, Dana	Medical	40.00	Employee reimbursements
118178	Haney, Shaelyn	Prevention	52.90	Employee reimbursements
118179	Hoopes, Rae	Admin	79.10	Employee reimbursements
118180	Keith, Kaleb	Century	26.99	Employee reimbursements
118181	Legault, Christy	TC	142.80	Employee reimbursements
118182	Little, Ross	Bridges	40.00	Employee reimbursements
118183	Moser, Amy	Admin	40.00	Employee reimbursements
118184	Norton, Krystle	Recovery	70.00	Employee reimbursements
118185	Reece, Angie	Bridges	39.20	Employee reimbursements
118186	Scott, Julie	Mental Health	42.70	Employee reimbursements
118187	Swanson, Stephanie	Recovery	10.22	Employee reimbursements
118188	Wray-Marchetti, Melissa	Admin	40.00	Employee reimbursements
118189	Hunter Family Medical Clinic, P.C.	Medical	352.00	Client lab fees
118190	Integrated Health Care, Inc.	Medical	5,031.00	Yearly assurance for 1 provider; Medisoft clinical zoom document scanning additional licenses assurances, qty: 2; electronic prescription of controlled substance annual fee; Medisoft clinical yearly support through Integrated Health Care in conjunction with Matthaw & Associates
118191	Schmid-Pizzato, Laura	TC	122.70	Employee reimbursements
118192	Farmers Brothers	Bridges	723.87	Ice tea, qty: 1; ground house blend decaf, qty: 2; ground house blend, qty: 4
118193	Shepard Construction Solutions LLC	Bridges	128,051.84	HHS 1134 Pay Request #4: Demolition, Supervisory, SCS Labor, Overhead, Profit, Electrical, Flooring, Stone, Materials, and Per Diem for Application Period 3/3-3/31/25
118194	Swan-Smith, Patricia	Recovery	1,607.40	Contract services rendered 3/17-4/15/25
EFTPS	RSNB	Admin	5,400.00	Nuance - Dragon professional anywhere subscription 4/25/25-4/24/26
EFTPS	RSNB	Personnel and Payroll Deductions	130,344.90	Payroll Taxes

Southwest Counseling Service
April 2025 Check Register

400079 - 400084 & Electronic	Salaries	Payroll	424,872.03	Salaries
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\$1,638,689.59

Reports

FY25 Drawdown of Residential Funding

*Based on FY24 Funding Levels

Goal is 8.33%/mo

Should be at 75%

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	FY25 YTD
Total SUD	70 beds									\$ 1,968,074.40
Bed Days Provided:	1785	1924	1826	1615	1643.00	1610	1580	1364	1531	14878
Provided:	\$ 165,800.84	\$ 187,356.80	\$ 190,470.98	\$ 159,089.18	\$ 157,139.58	\$ 146,337.48	\$ 140,944.54	\$ 123,396.32	\$ 140,352.80	\$ 1,410,888.52
YTD Provided:	\$ 165,800.84	\$ 353,157.64	\$ 543,628.62	\$ 702,717.80	\$ 859,857.38	\$ 1,006,194.86	\$ 1,147,139.40	\$ 1,270,535.72	\$ 1,410,888.52	\$ 557,185.88
\$ Needed per Month:	\$ 164,006.20	\$ 164,006.20	\$ 164,006.20	\$ 164,006.20	\$ 164,006.20	\$ 164,006.20	\$ 164,006.20	\$ 164,006.20	\$ 164,006.20	\$ 71.69%
Deficit/Overage:	\$ 1,794.64	\$ 23,350.60	\$ 26,464.78	\$ (4,917.02)	\$ (6,866.62)	\$ (17,668.72)	\$ (23,061.66)	\$ (40,609.88)	\$ (23,653.40)	
Monthly Utilization:	101.09%	114.24%	116.14%	97.00%	95.81%	89.23%	85.94%	75.24%	85.58%	
YTD Utilization:	101.09%	107.67%	110.49%	107.12%	104.86%	102.25%	99.92%	96.84%	95.59%	

SUD Rates	
SUD Residential	\$ 125.00
Social Detox	\$ 141.10
Sober Living	\$ 30.82

Total MH	32 beds									\$ 735,939.50
Bed Days Provided:	731	749	773	856	834	842	835	712	751	7083
Provided:	\$ 42,740.40	\$ 43,076.10	\$ 45,225.44	\$ 51,792.68	\$ 50,304.84	\$ 50,207.96	\$ 50,362.06	\$ 43,902.68	\$ 44,640.94	\$ 422,253.10
YTD Provided:	\$ 42,740.40	\$ 85,816.50	\$ 131,041.94	\$ 182,834.62	\$ 233,139.46	\$ 283,347.42	\$ 333,709.48	\$ 377,612.16	\$ 422,253.10	\$ 313,686.40
\$ Needed per Month:	\$ 61,328.29	\$ 61,328.29	\$ 61,328.29	\$ 61,328.29	\$ 61,328.29	\$ 61,328.29	\$ 61,328.29	\$ 61,328.29	\$ 61,328.29	\$ 57.38%
Deficit/Overage:	\$ (18,587.89)	\$ (18,252.19)	\$ (16,102.85)	\$ (9,535.61)	\$ (11,023.45)	\$ (11,120.33)	\$ (10,966.23)	\$ (17,425.61)	\$ (16,687.35)	
Monthly Utilization:	69.69%	70.24%	73.74%	84.45%	82.03%	81.87%	82.12%	71.59%	72.79%	
YTD Utilization:	69.69%	69.96%	71.22%	74.53%	76.03%	77.00%	77.73%	76.97%	76.50%	

MH Rates	
Transitional	\$ 83.10
Long Term	\$ 73.48
SIP	\$ 22.06

Sub-Acute	5 beds									\$ 238,750.20
Bed Days Provided:	59	74	68	33	51	19	45	62	17	428
Provided:	\$ 14,204.25	\$ 17,815.50	\$ 16,371.00	\$ 7,944.75	\$ 12,278.25	\$ 4,574.25	\$ 10,833.75	\$ 14,926.50	\$ 4,092.75	\$ 103,041.00
YTD Provided:	\$ 14,204.25	\$ 32,019.75	\$ 48,390.75	\$ 56,335.50	\$ 68,613.75	\$ 73,188.00	\$ 84,021.75	\$ 98,948.25	\$ 103,041.00	\$ 135,709.20
\$ Needed per Month:	\$ 19,895.85	\$ 19,895.85	\$ 19,895.85	\$ 19,895.85	\$ 19,895.85	\$ 19,895.85	\$ 19,895.85	\$ 19,895.85	\$ 19,895.85	\$ 43.16%
Deficit/Overage:	\$ (5,691.60)	\$ (2,080.35)	\$ (3,524.85)	\$ (11,951.10)	\$ (7,617.60)	\$ (15,321.60)	\$ (9,062.10)	\$ (4,969.35)	\$ (15,803.10)	
Monthly Utilization:	71.39%	89.54%	82.28%	39.93%	61.71%	22.99%	54.45%	75.02%	20.57%	
YTD Utilization:	71.39%	80.47%	81.07%	70.79%	68.97%	61.31%	60.33%	64.74%	47.80%	

Sub-Acute Rate	
Sub-Acute	\$ 240.75

Overall	107 beds									\$ 2,942,764.10
Bed Days Provided:	2575	2747	2667	2504	2528	2471	2460	2138	2299	22389
Provided:	\$ 222,745.49	\$ 248,248.40	\$ 252,067.42	\$ 218,826.61	\$ 219,722.67	\$ 201,119.69	\$ 202,140.35	\$ 182,225.50	\$ 189,086.49	\$ 1,936,182.62
YTD Provided:	\$ 222,745.49	\$ 470,993.89	\$ 723,061.31	\$ 941,887.92	\$ 1,161,610.59	\$ 1,362,730.28	\$ 1,564,870.63	\$ 1,747,096.13	\$ 1,936,182.62	\$ 1,006,581.48
\$ Needed per Month:	\$ 245,230.34	\$ 245,230.34	\$ 245,230.34	\$ 245,230.34	\$ 245,230.34	\$ 245,230.34	\$ 245,230.34	\$ 245,230.34	\$ 245,230.34	\$ (19,466.79)
Deficit/Overage:	\$ (22,484.85)	\$ 102,213.82	\$ 102,213.82	\$ 102,213.82	\$ 102,213.82	\$ 102,213.82	\$ 102,213.82	\$ 102,213.82	\$ 102,213.82	
YTD Deficit/Overage:	\$ (22,484.85)	\$ (19,466.79)	\$ (12,629.71)	\$ (39,033.45)	\$ (64,541.12)	\$ (108,651.77)	\$ (151,741.76)	\$ (214,746.60)	\$ (270,890.45)	\$ 65.79%
Monthly Utilization:	90.83%	101.23%	102.79%	89.23%	89.60%	82.01%	82.43%	74.31%	77.11%	
YTD Utilization:	90.83%	96.03%	98.28%	96.02%	94.74%	92.62%	91.16%	89.05%	87.73%	

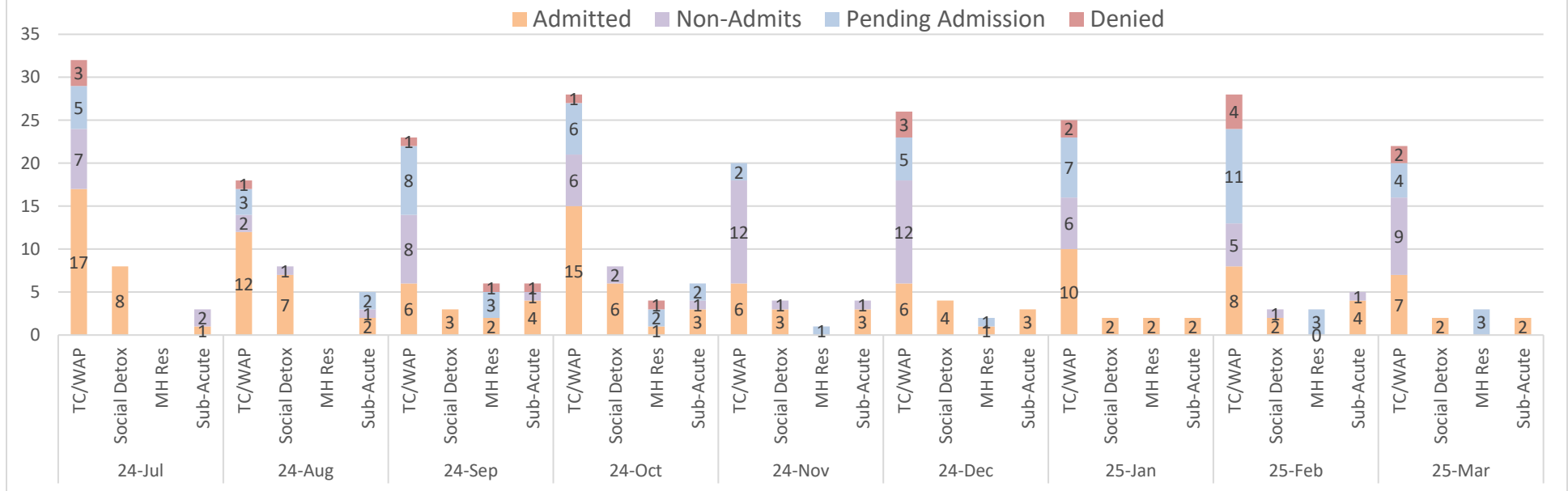
Opioid Detox Grant	375 days	\$ 371.00								\$ 139,125.00
Bed Days Provided:	n/a	n/a	n/a	n/a	n/a	5	46	17	8	76
Provided:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,855.00	\$ 17,066.00	\$ 6,307.00	\$ 2,968.00	\$ 28,196.00
YTD Provided:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,855.00	\$ 18,921.00	\$ 25,228.00	\$ 28,196.00	

Sub-Acute Rate	
Sub-Acute	\$ 371.00

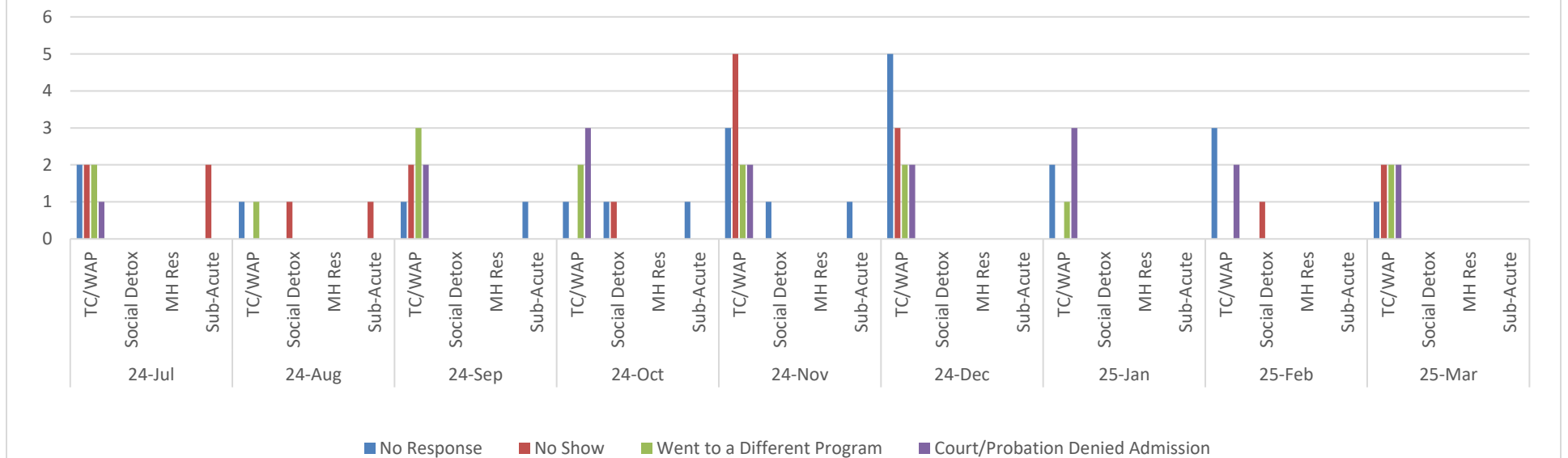
Sub-Acute Grant	1180 days	\$ 325.00								\$ 383,396.00
Bed Days Provided:	n/a	n/a	n/a	28	19	43	38	51	44	223
Provided:	\$ -	\$ -	\$ -	\$ 9,100.00	\$ 6,175.00	\$ 13,975.00	\$ 12,350.00	\$ 16,575.00	\$ 14,300.00	\$ 72,475.00
YTD Provided:	\$ -	\$ -	\$ -	\$ 9,100.00	\$ 15,275.00	\$ 29,250.00	\$ 41,600.00	\$ 58,175.00	\$ 72,475.00	

Sub-Acute Rate	
Sub-Acute	\$ 325.00

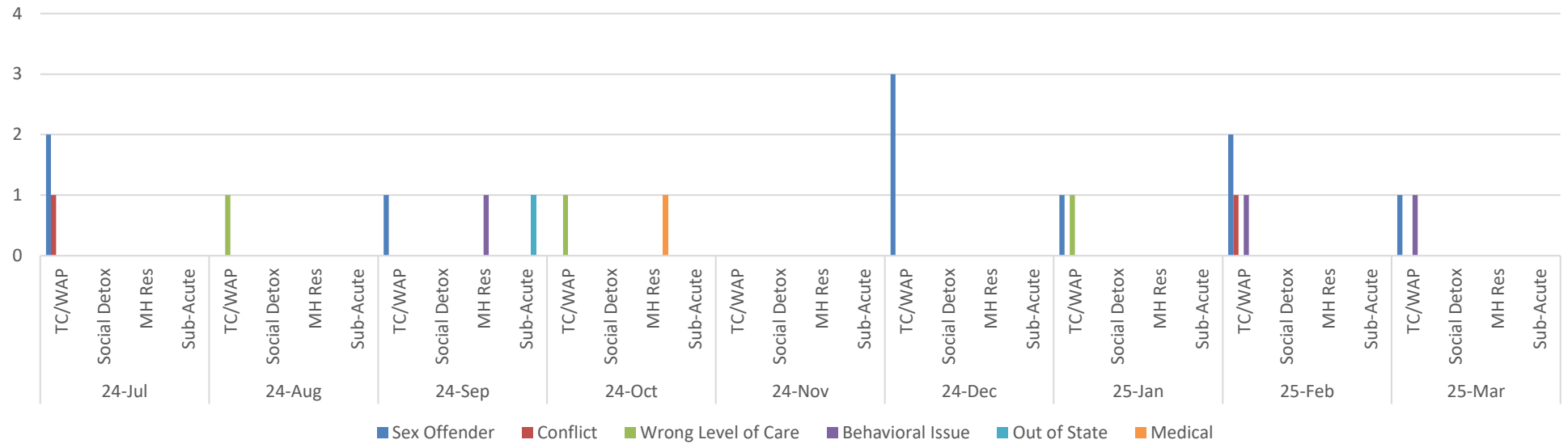
Residential Referrals and Admissions



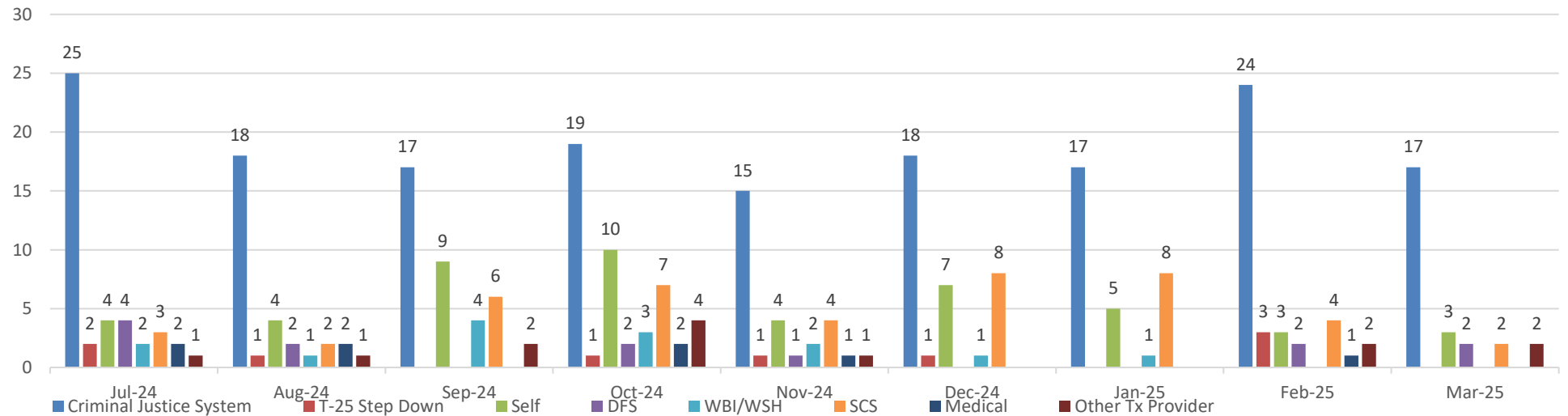
Reason for Non-Admits



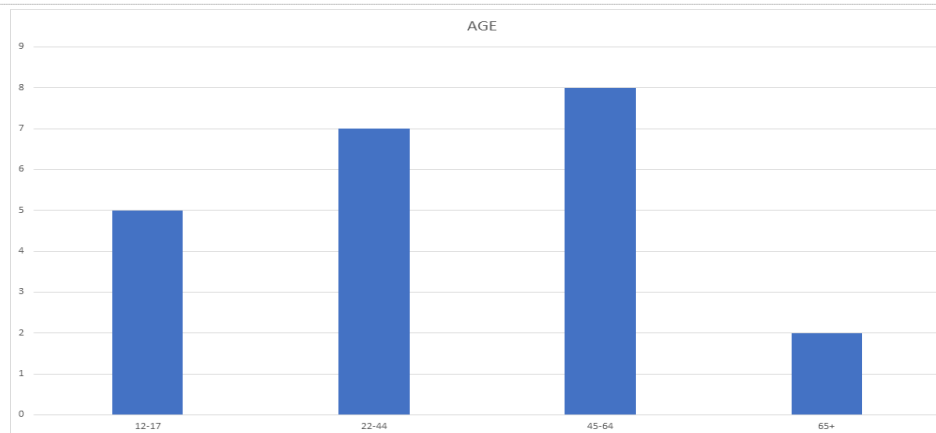
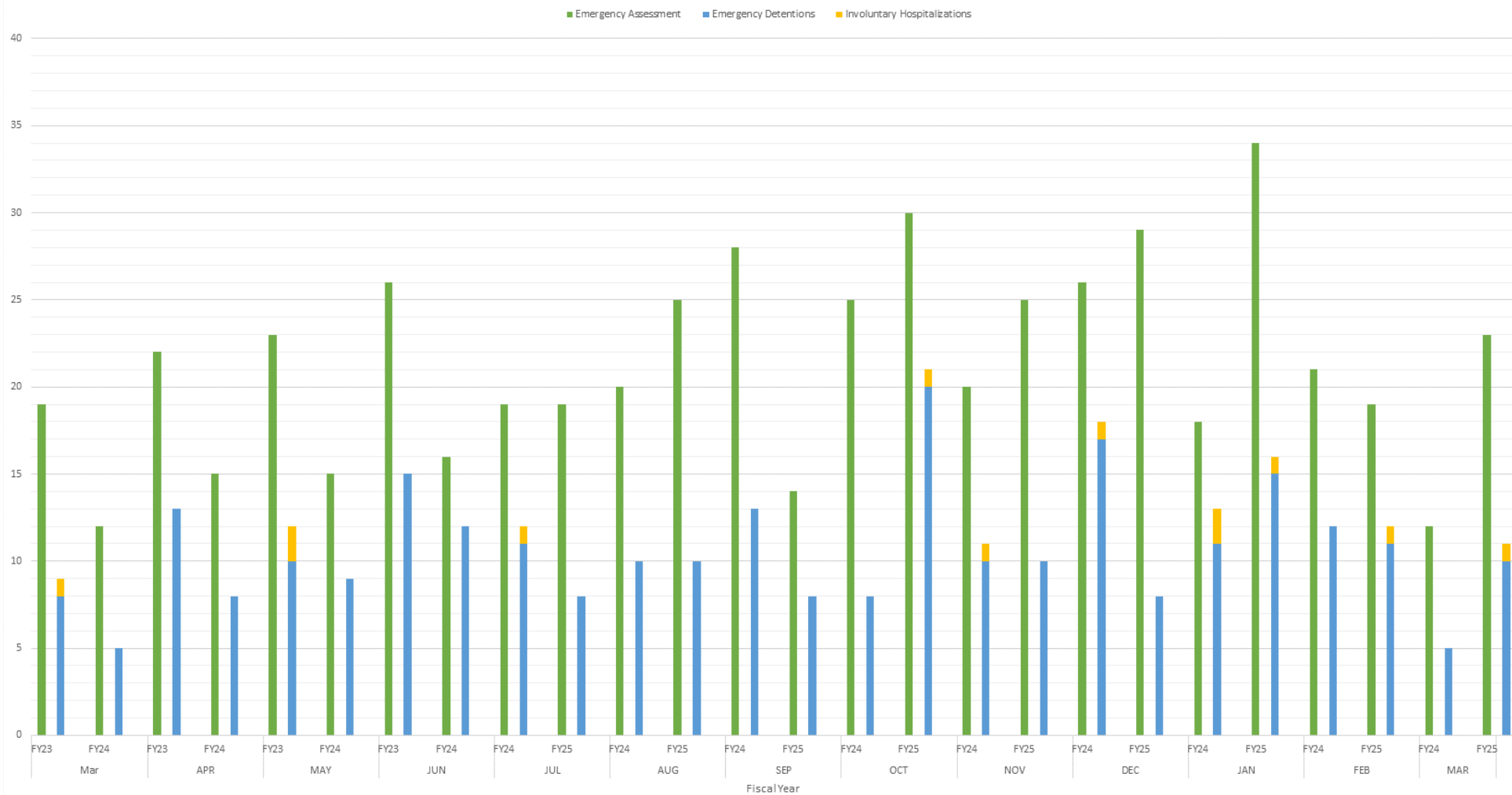
Reason for Denials



Combined Referral Sources



Sweetwater County Title 25 Emergency Detentions, Involuntary Hospitalizations and Emergency Assessments





April 17, 2025

SCS provides mental health and substance disorder services in Sweetwater County. The following positions offer direct services: Full-Licensed Clinicians, Provisional Clinicians, Certified Social Workers, Certified Addictions Practitioners, Case Managers, Peer Specialists, and Treatment Support Staff. SCS has a medical office that employs a Nurse Practitioner, Medical Assistant, and Medical Services Clerk. Prevention Specialists provide prevention services throughout the community. Ancillary services are also offered at SCS, which include Clerical, HR, Accounts Receivable/Payable, Purchasing, Data Clerk, Maintenance/Groundskeeper, and Information Technology/PC Network. Administration oversight is provided by Managers and Supervisors in all service areas, along with the CEO. Currently, SCS has 129 FTEs.

Current Openings

Treatment Support Staff – Recovery	8.5
Treatment Support Staff – Psychosocial	1
HR Clerk	.5
Peer Specialist	1
Psychiatric Nurse Practitioner	1

April SCS Staffing Report

Position	Range #	FTE's Filled	Vacant FTE's
Chief Executive Officer	85	1	0
Advanced Nurse Practitioner - General	81	1	0
Advanced Nurse Practitioner - Psychiatric	81	0	1
Recovery Services Manager	76	1	0
Manager of Psychosocial Services	72	1	0
Manager of Mental Health Services	72	1	0
Manager of Children and Family Services	70	1	0
Chief Financial Officer	69	1	0
Network Administrator	67	1	0
Clinical Supervisor	66	1	0
Facility Maintenance Supervisor	64	0.5	0
Clinician - Fully Licensed	64	7.5	1
Provisional Clinician	56	7	1
Human Resources Manager	55	1	0
Office Manager	52	1	0
MyAvatar Specialist	50	1	0
PC Support Specialist	50	1	0
Certified Social Worker	49	3	0
Program Operations Supervisor	46	2	0
Case Manager Supervisor	46	1	0
A/R Supervisor	45	1	0
Residential Coordinator	41	1	0
Payroll Clerk	40	1	0
Case Manager	39	11	0
Prevention Specialist	39	2	0
Medical Assistant	37	1	0
Human Resources Clerk	36	1.5	0.5
A/P Clerk	36	1	0
A/R Clerk	36	3	0
Purchasing Clerk	36	1	0
Medical Services Clerk	36	0	1
Maintenance Level 2	36	1	0
Case Manager - Nondegreed	35	2	0
Peer Specialist	34	4	1
Treatment Support - Recovery	32	26.0	8.5
Treatment Support - Psychosocial	32	23.0	1
Office Support Staff	32	10	0
Daycare	32	1	0
Seasonal - Lawn Care	29	0.5	0
Janitor	29	3	0
Cook	24	1	0

Open Access Report



Intake Report

OPEN ACCESS, SCHEDULED, EMERGENCY
FEBRUARY 2025, MARCH 2023, 2024, 2025

Open Access

SCS Open Access is considered an evidence-based practice for behavioral health centers, especially when it comes to improving access to care and client engagement. The term “open access” refers to models like “same day access” or “walk in services,” where clients can receive care or initial assessments without having to wait for scheduled appointments.

SCS started Open Access approximately six years ago to reduce no show rates and increase efficiency of clinical times. Studies have shown that clients are more likely to follow through with care when the client can access services immediately rather than scheduling weeks out for an appointment.

SCS Open Access Hours are: Monday-Thursday from 1 to 4. Open Access hours are a benefit to emergency on-call since an individual released from the hospital can be seen on the same day of release or the next day. Open Access also assist with being able to be responsive for urgent needs/behavioral health emergencies.

SCS scheduled appointments are available and scheduled appointments occur to assist individuals who are better served outside of open access hours.

SCS provides assessments at Ankeny, College and Foothill outpatient facilities, Head Start, Sweetwater County Detention Center and Sweetwater Memorial Hospital.

March Intake and Open Access Appointment Summary

Open Access Intakes

For the month of March the 3rd -31st we had 69 available appointments out of 78. We had 9 less appointments due to clinicians being on-call, sick and on annual leave.

Out of the 69 appointments we had 60 appointments filled. We had 2 clients leave before being seen and 7 unfilled appointments.

Outpatient Non Open Access Intakes

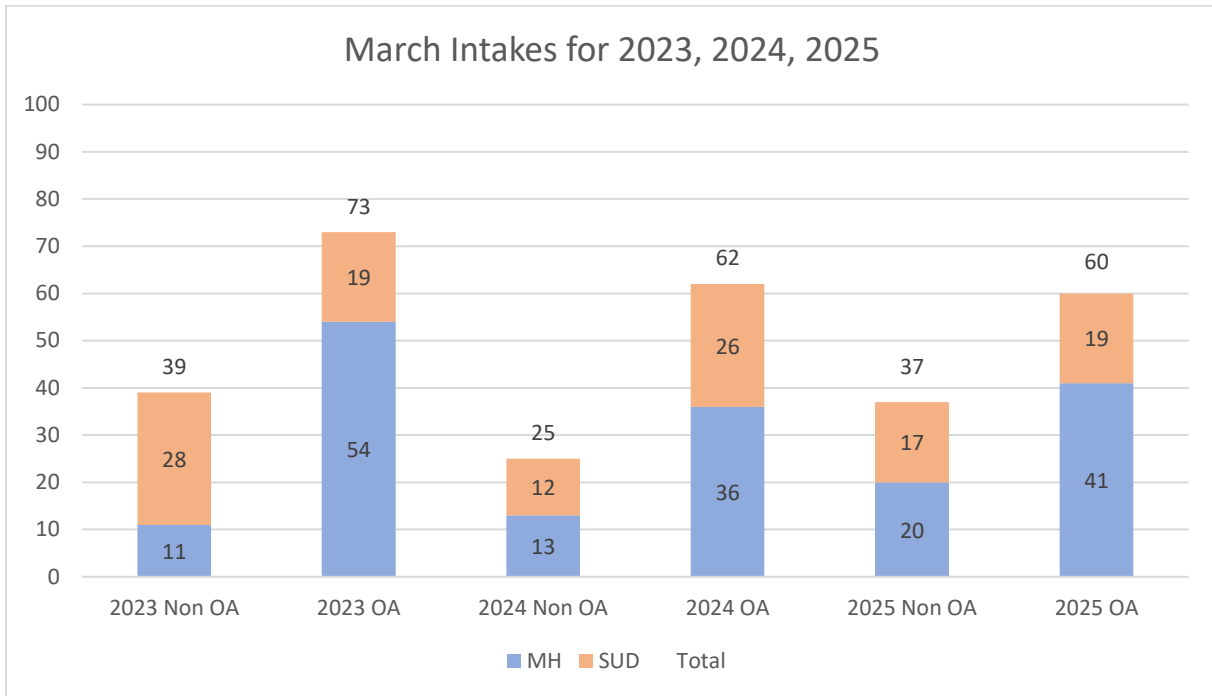
For the month of March the 3rd -31st we had 13 available outpatient appointments out of 18. We had 5 less appointments due to clinicians being on-call, on annual leave and 1 appointment filled with a client.

Out of the 13 appointments we had 18 appointments filled. The 5 extra appointments were filled from open client appointments or appointments that were cancelled.

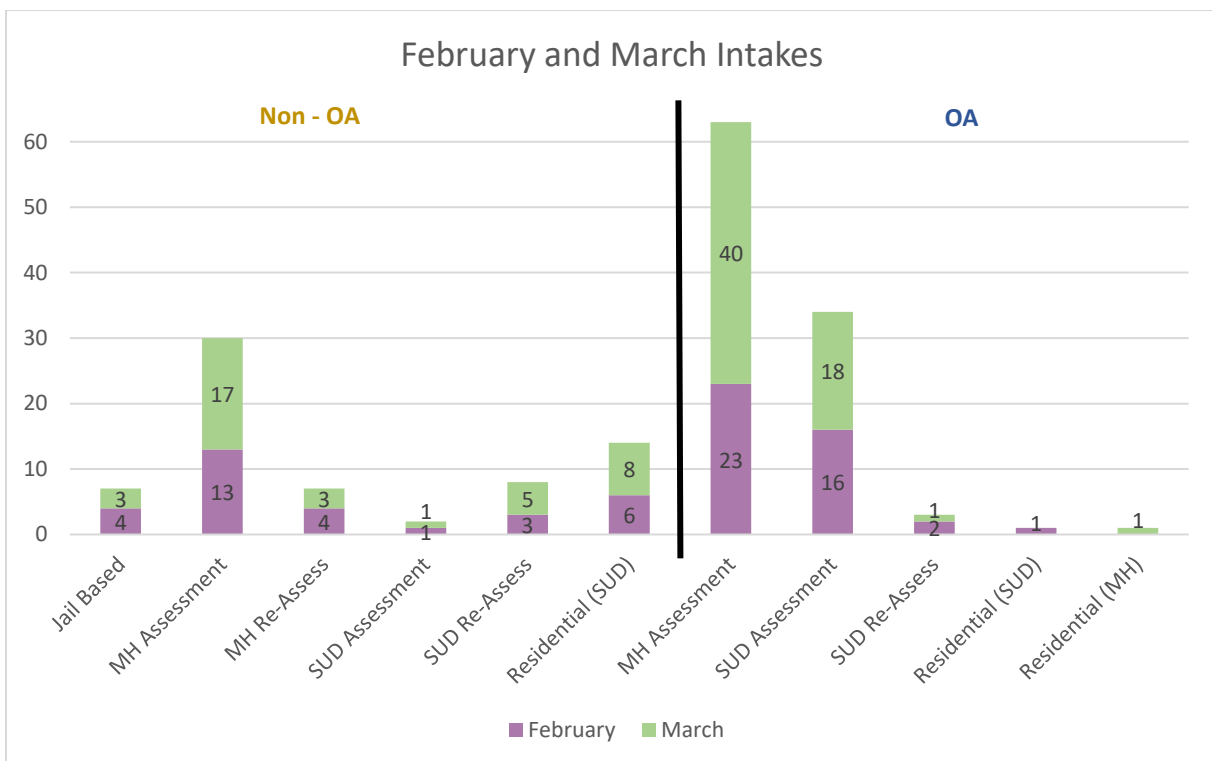
Other Non Open Access Intakes

We had 8 residential assessments, 8 re-assessments and 4 Jail Based assessments.

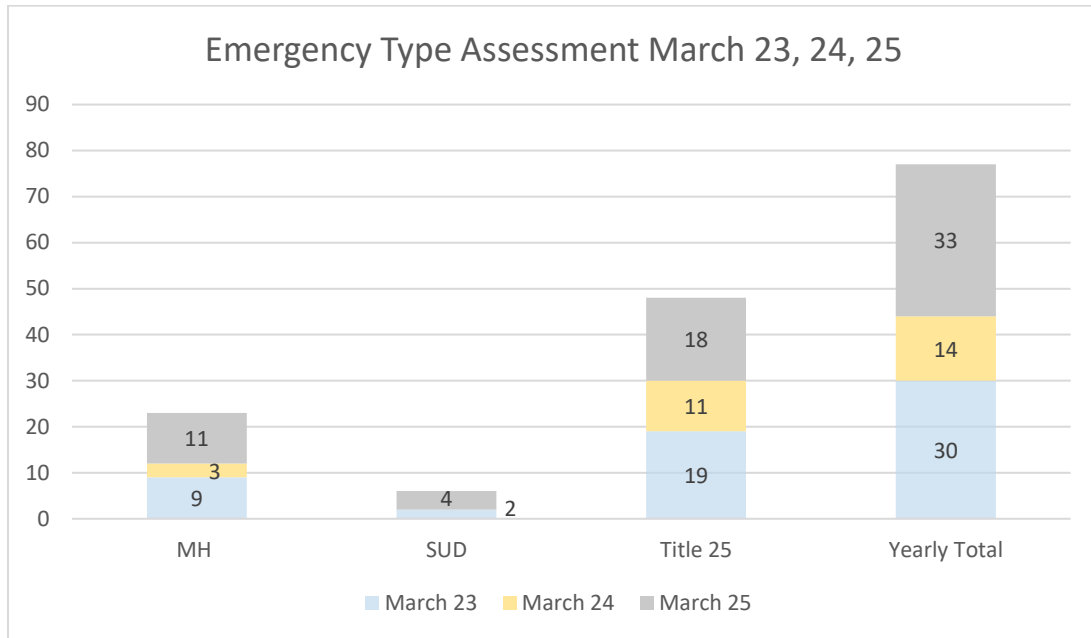
March Open Access and Scheduled Intakes



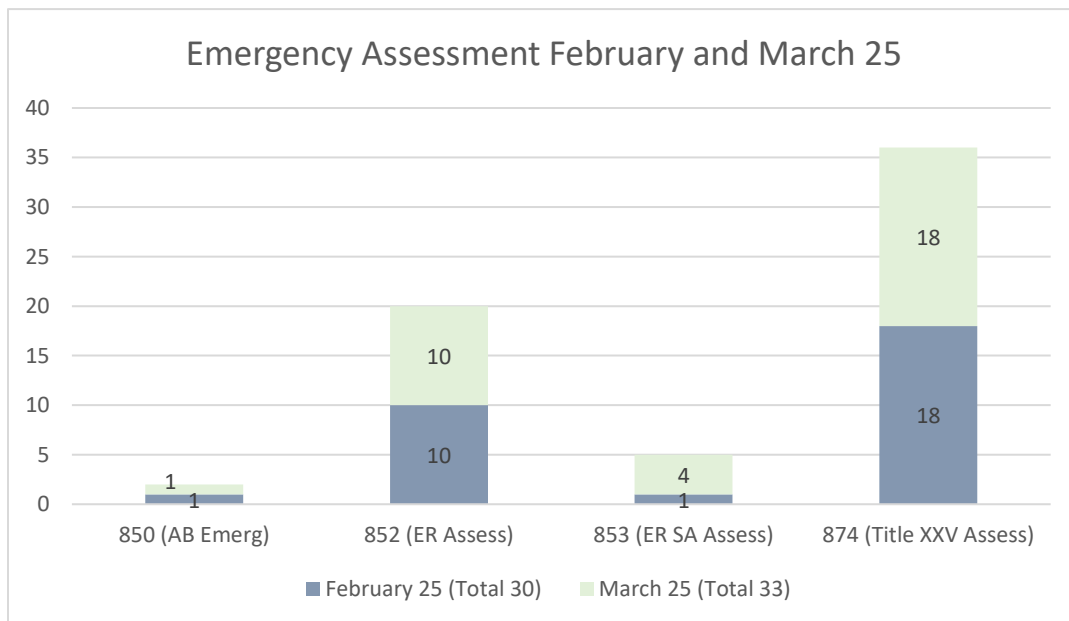
February and March 2025



Emergency Intakes



February and March 2025 Emergency Intakes



Previous Business

Agreement with School District #1- Project Aware

MEMORANDUM OF UNDERSTANDING
Sweetwater County School District Number One and Southwest Counseling
March 2025- Sept 30, 2026

Parties: This agreement is made between Sweetwater County School District Number One (hereafter "SCHOOL DISTRICT"), P.O. Box 1089, Rock Springs, WY, 82902 and the Sweetwater County Community Mental Health Board, doing business as Southwest Counseling, 1124 College Hill Dr, Rock Springs, WY 82901 (hereafter, "CONTRACTOR").

Purpose: This agreement is for the purpose of providing mental health resources and services for the use and benefit of the students of Sweetwater County School District Number One.

Term: This agreement shall be in effect for a term beginning March 1, 2025, and ending September, 30 2026, as Funding allows. Both parties can agree to extend this contract at any time.

Payment: The SCHOOL DISTRICT shall pay the CONTRACTOR for monthly billed services for uninsured students, not to exceed the Medicaid reimbursable rate, for the term of this agreement. CONTRACTOR may also bill for indirect services on uninsured students, related to tracking, scheduling, etc, at 10% the rate of the billable service. CONTRACTOR shall only bill insurance for students with private insurance or Medicaid. CONTRACTOR can charge grants for private insurance co-pays and deductibles, not exceeding the Medicaid reimbursable rate.

Termination: CONTRACTOR may terminate this agreement thirty (30) days after providing SCHOOL DISTRICT written intent to terminate. SCHOOL DISTRICT may terminate this agreement at any time for any breach thereof by CONTRACTOR or due to a lack of sufficient funds in the treasury. Termination by either party ceases further obligation on the part of SCHOOL DISTRICT to make payments to CONTRACTOR for services not yet rendered. SCHOOL DISTRICT will make final payments to CONTRACTOR on all services rendered prior to termination.

Responsibilities of Contractor: CONTRACTOR shall:

1. Provide timely mental health services to students who are referred through the AWARE grant.
2. Data collection per SAHMSA Grants and McRel International
3. Maintain Licensure and Insurance as applicable.

Miscellaneous Provisions:

1. By entering into this agreement, neither SCHOOL DISTRICT nor CONTRACTOR waive their sovereign immunity or any other defense provided by law.
2. This agreement supersedes any previous agreements or contracts.

Signatures:

Sweetwater County School District #1



Dr. Joseph Libby

Sweetwater School District #1 Superintendent



Date

Southwest Counseling Service



Kayleen Logan

SCS Board Chair

Southwest Counseling Service



Date

Policy on Inclement Weather

Inclement Weather

When SCS closes due to weather conditions, all offices and clients scheduled will be notified. Employees who are scheduled to work on a closure day will not be required to use annual leave for any remaining work time that day. Employees who are not scheduled to work or are on other approved leave will not receive additional leave time for the closure. Treatment Support Staff who work on a closure day will be paid time and a half from time of closure. If SCS sites have not been officially closed, employees are expected to work or take Annual Leave.

If an employee becomes concerned about weather conditions and/or driving conditions, the employee will make his/her own decision to remain at work or request annual leave for the remaining work time. If the employee decides to leave work, the employee will notify a Manager/Supervisor and will be required to use annual leave. An employee who calls in sick when weather conditions/driving conditions are poor, may be asked by their Supervisor for a physician's release/verification of illness upon their return to work.

Inclement Weather/Emergency Closure Policy

SCS acknowledges that from time to time, Wyoming's unpredictable weather may require a partial or complete closure due to an inability to travel. Because such a closure may become necessary, SCS promulgates the following policy to clarify how such a closure will be effectuated. The following Inclement Weather/Emergency Closure Policy applies to all SCS employees.

When the CEO or his/her designee makes the determination to close the offices at SCS, due to weather conditions, or an emergency, all employees will receive a text message via a secure text messaging system notifying them of the closure. The message will be sent out to give employees as much notice of the closure as possible. Employees scheduled to work in the offices on a closure day will not be required to use annual leave for any missed time due to the said closure. For employees subject to the SCS master schedule, the said master schedule will be used to calculate lost time for such employees. Employees not subject to the SCS master schedule will be paid according to the hours they are scheduled by their manager or supervisor. Employees not scheduled to work or on other approved leave will not receive paid leave time for the closure (no other approved leave time during that week will be adjusted). Full-time employees will be paid for their scheduled hours on the closure day up to 40 for the week. Compensation for a closure as described herein shall not generate overtime pay. In that case, employees will be paid for actual hours worked, including any overtime compensation actually due and owing without the addition of special closure pay.

Part-time employees will be paid hours up to what they were scheduled for the closure day. Essential front office staff members will be asked to come in or stay at the office to contact clients regarding their appointments being rescheduled/canceled. In addition to being paid up to 40 hours for the week, any staff asked and approved by supervisors to come in to work the day of the closure will also bank any hours they work on the day of the closure to be used by the end of the calendar year. Any unused hours not used by the end of the calendar year will be forfeited. If an employee terminates before taking the closure banked hours, they will not be paid out in the final check.

As SCS' residential houses cannot close during periods of inclement weather or other emergency, Treatment Support Staff are compensated differently than office employees. Treatment Support Staff who are scheduled to work on a closure day will be paid one and one half times their regular hourly rate from the time of closure through the end of the closure for all periods of work. Treatment Support Staff who are not scheduled during the closure will not be compensated for the closure time. Treatment Support Staff who are unable to attend work due to road closures will not receive compensation for the closure day.

If SCS offices are not officially closed, employees are expected to work or take Annual Leave. If an employee becomes concerned about weather conditions and/or driving conditions, the employee will make their own decision to remain at work or request annual leave for the remaining work time. If the employee decides to leave work, the employee should notify their Manager/Supervisor and be required to use annual leave. An employee may not use sick leave to cover missed work due to inclement weather. While SCS will not provide compensation for such periods of absence, it desires employees use their own best judgment regarding travel to and from the workplace. The safety of employees is SCS' paramount concern.

CCBHC Objectives and Meeting Grant Requirements

NON-COMPETING CONTINUATION APPLICATION PROJECT NARRATIVE FOR YEAR 4

EXECUTIVE SUMMARY

Southwest Counseling Service's (SCS) CCBHC-PDI grant is intended to improve behavioral health outcomes through transforming mental health (MH) and substance use disorder (SUD) treatment including improving access to comprehensive high quality MH and SUD care, integration of primary and behavioral health care, increase use of evidence-based practices (EBPs), and improve rates of care initiation, engagement and follow-up. Specific populations of focus include children with serious emotional disturbance (SED); adults with serious mental illness (SMI); SUD opioid use disorders; and co-occurring disorders. SCS has utilized the past 2.5 years to make substantial progress toward these goals and had the CCBHC Attestation in Compliance with 2023 Revised Criteria approved in January of 2025.

Key Program Accomplishments

To date, SCS has met all requirements, deadlines, and expectations of the CCBHC grant midway through Year 3. SCS already provided all nine (9) required CCBHC services directly prior to the grant and has spent the past 2.5 years improving these services. SCS has had the following accomplishments in these grant areas:

CCBHC Attestation in Compliance with 2023 Revised Criteria: SCS submitted the Attestation by the due date and it was approved in January, 2025.

Staff Training: SCS has utilized the grant to increase and improve training in all areas including the following: 13 clinicians trained in Accelerated Resolution Therapy (ART); 5 clinicians trained in treatment of autism spectrum; 1 clinician certified in trauma informed yoga; all clinicians, case managers, and peers trained in trauma-informed care; all clinicians, case managers, and peers trained in Motivational Interviewing (MI); all clinicians, case managers, and peers trained in Military Culture and treatment implications based on VHA guidelines; all clinicians, case managers, and peers trained on suicide assessment, risk, and intervention including training on Proactive Reduction of Suicide in Populations via Evidence-based Research (PROSPER); 1 clinician certified in Emergency Response and Public Safety; 9 peers certified as Peer Specialists; 8 peers trained in Wellness Recovery Action Plan (WRAP); 1 clinician trained in Internal Family Systems; 7 clinicians and case managers trained in Dialectical Behavior Therapy; 1 clinician trained in grief therapy; all clinicians, case managers, and peers trained in Opioid Overdose Prevention; and all clinicians, case managers, and peers trained in Suspected Fentanyl Clean Up Protocol.

Crisis Mental Health Services: The crisis case manager was hired in Year 1 and since then has been working with the Mental Health Manager on improving care coordination for clients at risk of suicide, or who are returning from psychiatric emergency detention/placement. Changes to the on-call service have resulted in on-call clinicians being available to provide face-to-face services at the hospital or detention center within 1 hour 24/7. SCS is working with law enforcement to be able to provide telehealth services 24/7 including Sweetwater County Sheriff office recently receiving a grant to purchase iPads for each unit for this purpose. SCS has hosted

3 Crisis Intervention Trainings (CIT) for 77 law enforcement personnel since the beginning of this grant.

Outpatient Mental Health and Substance Use Services: SCS hired multiple clinicians, case managers, and peer specialists resulting in increased service capacity. Multiple EBP trainings have occurred and EBPs implemented or in progress of full implementation into services including Accelerated Resolution Therapy (ART), Dialectical Behavioral Therapy (DBT), Motivational Interviewing (MI), Suicide-Related Standards of Care including PROSPER, Trauma-Informed Care (TIC), and Veterans treatment based on VHA guidelines.

Primary Care Screening and Monitoring of Key Indicators/Health Risk: The SCS nurse practitioner has provided primary care services to client populations including screenings, diagnostics, monitoring, care coordination, communicable disease screenings, and referral. She had additionally increased health education to clients agency-wide. SCS has developed the metrics to monitor key indicators for health risk and has integrated these into the EHR. SCS is currently working on outcomes reporting and other monitoring.

Targeted Case Management: SCS has utilized this grant funding to hire 3 additional case managers to provide targeted case management in the areas of crisis, child & adolescent, and SUD.

Psychiatric Rehabilitation Services: The psychosocial team began to implement Assertive Community Therapy (ACT) in Year 2, but progress stalled mostly due to the turnover of the Psychosocial Manager position due to the long term manager retiring in the Spring. While a new Psychosocial Manager has been hired, the need for training and focus on other items has taken precedence so this implementation has been pushed to Year 4.

Peer and Family Supports: SCS has certified 9 peer specialists during the grant period with 8 also being trained in WRAP. Currently 6 of these peers are still employed and providing services across all areas of the agency.

Community-Based Mental Health Services for Members of the U.S. Armed Forces and Veterans: In Year 1, SCS formed a Veterans Care Committee tasked with improving services in this area. This committee provided an agency-wide training in VHA clinical mental health guidelines to all clinicians, case managers, and peer specialists. Additionally, this committee has been working with several veteran's organizations with which to collaborate including Veterans Talking to Veterans, the Wyoming National Guard, and VOANR Veterans services.

Care Coordination: SCS has completed implementing the myHealthPointe Portal which provides clients access to their own clinical records. SCS has identified the Wyoming Frontier Information (WYFI) HIE portal for record transmission which will be implemented in the second half of Year 3. In Year 2, SCS developed and executed a site agreement with HRSA National Health Service Corps, executed a MOU with the statewide 988 provider, and executed a MOU with Sweetwater County School District #1 Head Start. In addition, SCS is in the process of becoming a full partner in the Plans of Safe Care Consortium which works with pregnant/post-partum women with substance use and expects to finish executing an MOU in the second half of Year 3. Additionally, SCS is working to develop a collaboration with Veterans talking to Veterans.

Needs Assessment: SCS completed a needs assessment in Year 1 which summarized the current state of behavioral health in Sweetwater County and identified several needs and gaps in services. SCS has utilized this document to plan activities for the entire grant period. SCS has begun discussions with the Board of Directors on areas of focus and design for the Needs Assessment to be completed in Year 4.

Staffing Plan: A staffing plan has been developed and all funded positions are currently filled. Due to the inability to hire a Child and Adolescent Clinician, this position was removed from being paid by the grant in Year 3, but SCS is continuing to recruit for this position. The medical director role is being filled by the staff APRN, who provides primary care, psychiatric, and MAT services.

Language Accessibility: All documents are in Spanish and SCS is working toward having information on the website in Spanish in Year 4.

Accessibility: Wait times, especially for follow-up appointments, have been improved with the addition of more clinicians.

Advisory Board: SCS developed a diverse Advisory Board of 6-8 consumers/family members of MH/SUD services to provide meaningful input of individuals receiving services. The Advisory Board has regularly met and provides input into access, services, and policies. These recommendations go directly to the area of impact. For example, for veterans, the Advisory Board recommended working with several veteran's organizations and provided contacts to them. Another example is having a booth at public events to better promote services and reduce stigma.

Quality Improvements: Throughout the grant period, SCS has followed a Performance Measurement and Management process with the objective of continuous quality improvement through a Quality Improvement Committee. The clinic's annual assessment of its CQI program and performance data trends includes improved quality of care, client safety, consumer suicides and deaths, psychiatric/SUD inpatient readmission, other sentinel events, and results of performance improvement efforts (as evidenced in the Annual QI Plan and Quality Management Year-End Summary.) The Medical Director has overseen the medical components of the CQI plan.

Disparity Impact: SCS submitted the Disparity Impact Statement by the deadline and has begun disparity reduction work on four specific populations: SED children, SMI with history of sexual abuse, military/veterans experiencing MH/SUD crisis, and persons returning from incarceration. The key hires of clinicians, peer specialists, and case managers has resulted in expanded capacity, as well as the activities of creating a training plan that addresses the needs for specialized treatment, and planning for targeted activities intended to reduce disparities. In addition, SCS has been examining how to alter policies, practices, and treatment to create a trauma informed care agency.

Barriers and Difficulties

Staff Recruitment: Due to the rural nature of our area and lack of unemployed, credentialed personnel already living here, it is extremely difficult to recruit clinicians to Sweetwater County.

One position that remains open is the Clinician for Child and Adolescents. This position has remained unfilled the entirety of the grant period which contributes to difficulty in implementing all of the activities for this population and meeting the goals in this area.

Staff Turnover: SCS has experienced turnover in several of the funded clinician and case manager positions. While a couple of these turnovers were due to a poor fit for the position, others have been due to staff moving away or getting a higher paid position outside the agency. One case manager turnover occurred in a positive manner when he obtained his master's degree and was promoted to a clinician position. In all events, the time it takes to replace a position causes a drain on the agency and more work for those who remain. In addition, it is very difficult in our rural area to hire clinicians so there may be a 6 month delay with a position remaining unfilled.

NOMs Collection: SCS has had more difficulty in obtaining the required number of NOMs in Year 2 and so far in Year 3. This is mostly due to the aforementioned case management turnover who are charged with obtaining the NOMs from the clients. A second reason for reduced participation is that starting in Year 2, our clients are required to undergo more intensive screening and document completion to obtain services through the new State of Wyoming Behavioral Health Design. Many clients cite paperwork fatigue as the reason they do not wish to complete the NOMs.

Implementation Science Project: Although SCS elected to participate in the Implementation Science Project, no suitable partner has been found to date.

GOALS AND OBJECTIVES

GOAL	OBJECTIVE
Overall: Improve behavioral health outcomes among populations of MH/SUD through integrated CCBHC expansion efforts	a) Fully implement the CCBHC model and criteria (Completed. Attestation approved January 25) b) Implement staffing and training plans (Completed and on-going. See Training above for progress) c) Elevate standards of care and capacity (On-going. New staff hired and trained. Multiple EBPs implemented or in progress. Client-level outcomes measures dashboard in progress.)
EBPs: Elevate standards of care through implementation of Evidence-Based Practices to provide the highest level of quality patient- and family-centered care	a) Establish comprehensive trauma-informed care environment by providing staff training on trauma and integrating TIC practices (On-going. All clinical staff attended TIC training. Policies and procedures being reviewed with "TIC lens." Intensive trauma-based services provided and on-going. 1 clinician trained and certified in trauma-informed yoga.) b) Expand capacity to offer care coordination services to all clients who require them (Completed and on-going. 3 additional case managers hired in areas of crisis, child & adolescent, and SUD.) c) Improve outpatient services to youth to include intensive wrap around services (In progress. Difficulties in this area due to inability so far to hire Child and Adolescent Clinician which makes it difficult to implement the activities and accomplish the goals.) d) Improve provision of comprehensive suicide prevention services including care coordination (Completed and on-going. All clinical staff trained in suicide assessment, risk, and intervention including PROSPER. Crisis)

	<i>case manager hired. Face-to-face emergency services with on-call clinician available within 1 hour 24/7.)</i>
Crisis: Improve crisis response and services to ensure individuals experiencing a crisis receive the appropriate level of care	a) Increase intensive services for persons with SMI through implementation of a fully functional F-ACT team (Delayed to Year 4 due to turnover of Psychosocial Manager position.) b) Establish a crisis mobile team (Completed and on-going. Face-to-face emergency services with on-call clinician available within 1 hour 24/7. Law enforcement to receive iPads for telehealth connectivity through other funding.) c) Provide care coordination services to all crisis clients (Completed and on-going. Crisis case manager hired Year 1.) c) Continue expanding Crisis Intervention Team (CIT) training to law enforcement to coordinate efforts (Provided 3 CIT trainings to 77 law enforcement personnel.)
Primary Care: Enhance SCS's integrated healthcare approach through increased services and care coordination	a) Increase primary care services to target populations including screenings, diagnostics, monitoring, care coordination, communicable disease screenings, and referral, b) Increase health education to clients agency-wide, c) Monitor key health indicators and health risks (All 3 are completed and on-going. Have both increased services and health education. Key indicators for health risk are developed and currently working on reports.)
Veterans: Improve active-duty & veterans engagement in services and care coordination	a) Provide agency-wide training on military culture and treatment needs (Completed. All clinical staff trained in military culture and treatment implications in Year 2 based on VHA guidelines) b) Implement EBP tailored to military and their families (On-going. Veterans Care Committee has been formed and working on implementing VHA clinical guidelines.) c) Increase care coordination among military clients (In progress. Veterans Care Committee working with several veterans organizations including Veterans Talking to Veterans, Wyoming National Guard, and VOANR Veterans Services.)
Infrastructure: Implement outcomes-based treatment model and increase data utilization for decision-making	a) Implement client-level outcomes measures into ongoing treatment (In progress. SCS has fully implemented the KPI dashboard into the EHR and provided one staff training. More training and fine-tuning will occur in remainder of Year 3 and into Year 4.) b) Implement database for client health data (On-going. Key indicators for health risk are developed and currently working on reports.) c) Develop dashboards and analytics for ongoing tracking of performance indicators (In progress. While KPI dashboard has been fully implemented into the EHR, more training and fine-tuning need to occur before it is fully operational.) d) Identify health disparities and system barriers that negatively affect treatment access/engagement (Completed and on-going. The DIS statement was submitted on time identifying 4 populations. SCS has targeted key hires and EBPs to improve treatment and capacity for these populations as well as altering policies and practices to create a trauma informed care agency.)

New Business

Community Partnership Agreement
Sweetwater County School District #1 Head Start and
Southwest Counseling Services

Purpose Statement:

To delineate roles and responsibilities of Sweetwater County School District Head Start (hereafter referred to as SCSD #1 Head Start) and Southwest Counseling Services (hereafter referred to as SCS) in the provision of early intervention mental health services to Head Start children as mandated in Head Start Performance Standards.

Responsibilities and accountability relating to the specific components of these standards are defined at the bottom of each section.

This agreement is effective May 1, 2025 —June 30, 2026. Either party can terminate this agreement with 30 days written notice. If SCS does not have a clinician available* SCS will not be able to fulfill this agreement and will inform Head Start as soon as possible,

Goal:

To assure mental health services are effectively coordinated and provided to all SCSD #1 Head Start children and families.

Systems of Communication. Service Delivery and Evaluation
(Unless otherwise noted, all timelines are ongoing or as needed.)

Communication: Effective communication between SCSD #1 Head Start, SCS, and Head Start parents is essential to the provision of a well-coordinated and efficient mental health services system. To that end, SCSD #1 Head Start and SCS agree to establish and maintain regular and ongoing communications through formal and informal means.

Communications will be documented as required by individual agencies and will include:

SCSD Head Start

- Head Start school schedule and class lists to SCS as available.
- Written referrals to the Early Childhood Intervention Program and a signed Release of Information.
- Meetings regarding current caseload and pending referrals as needed and/or requested.
- Discussions with parents to identify appropriate responses to their child's behaviors.
- Provide assigned SCS staff with list of information required for the Head Start Program Information Report (PIR).

Communication continued

Southwest Counseling Services

- Schedules of staff providing services in Head Start buildings prior to the start of the school year or anytime new Southwest Counseling Services staff begin providing services at Head Start.

- Sign in at the front desk and obtain a visitor badge if needed.
- Upon entering classrooms Southwest Counseling Services staff will introduce themselves to the classroom teacher until a relationship has been established and the staff are familiar with each other.
- Report status of current caseload and pending referrals with SCSD Head Start.
- Following discussion with Head Start staff, share SCS observations with parents regarding their child's behavior and development.
- Discussion with parents to identify appropriate responses to their child's behaviors. Discussion with parents regarding how to strengthen nurturing, supportive environments and relationships in the home and at the program.
- Information to parents to help them better understand mental health issues and the benefits of intervention and to encourage/promote their participation in the program.
- Provide information requested for the Head Start Program Information Report

Child Identification and Referral:

SCSD #1 Head Start

- Secure necessary staff and parent signatures on the Head Start Agreement form granting permission for SCS staff to observe children. [August, September and as new children are enrolled].
- Observe and document child behaviors that are concerning, including the display of violent, aggressive, sexualized, or extreme social phobic behaviors.
- Complete and submit required referral documentation to appropriate assigned SCS staff.

Southwest Counseling Services

- Initiate relationship building with the children by spending time with them in classrooms [September].
- Conduct group observations in each Head Start classrooms and provide documentation to Head Start Health Services Manager [October and December]
- Conduct individual mental health observations of children with identified concerns [September].
- Observe and document child behaviors that are concerning, including the display of violent, aggressive, sexualized, or extreme social phobic behaviors and provide a copy of the documentation to Head Start for the children's files.
- Upon receipt of parent permission, complete an intake with Head Start parents/legal guardians for all children who have been referred for therapy.

Service Provision:

SCSD #1 Head Start

- Provide assigned SCS staff private space within the Head Start facility to conduct services.
- Provide access to a telephone and other equipment as needed.

- Will provide SCS staff with ID badges to be worn during the time they are on the premises if they do not have an ID badge of their own.
- Develop Behavior plans, in collaboration with SCS staff, for children receiving mental health services.

Southwest Counseling Services

- Children with current open cases at SCS will receive therapy at Head Start without completing the referral process [September].
- Provide individual play therapy sessions as indicated in treatment plans.
- Provide a children's social skills group if an SCS staff person is available. • Provide guidance and support to classroom staff working with identified children and families.
- Provide family preservation services to families of identified children. • Attend behavior plan development meetings as scheduled by Head Start when possible.
- Intervene with children engaged in disruptive or harmful behavior; interventions will be limited to children receiving SCS mental health services.
- Provide training and mental health issues information as requested by Head Start management or administration and as agreed to by SCS administration.
- Attend IEP and transition meetings for identified children as requested, and/or provide documentation of the assessment/diagnosis, treatment plans and progress reports to appropriate school district personnel upon the child's transition into public school with all appropriate releases signed by the child's parent.

Monitoring/Evaluation/Other:

SCSD #1 Head Start

- As part of routine ongoing monitoring, case consultation and planning meetings will be scheduled as necessary. Meetings will be held at a mutually agreeable time and place and will be documented by Head Start staff.
- Utilize Head Start Child Tracking Form when they are removed from the classroom for mental health services.
- Provide adequate fiscal resources for direct mental health services.
- Provide the Head Start PIR data as requested.
- Utilize internal evaluative process to determine program effectiveness.
- Actively participate in consultation and planning meetings scheduled in collaboration with SCSD #1 Head Start.
- Provide quarterly documentation of the in-kind contribution (value of services provided to children and families) to the Head Start program.

Signature Page

The above interagency agreement between Sweetwater County School District #1 Head Start and Southwest Counseling Services has been reviewed/revised and is agreed to and approved by the following:

Signed:

Head Start Executive Director

Date

Head Start Director

Date

SCS Board Chair

Date

SCS Representative

Date



FY26 County Budget Request

Fiscal Year 2025 - 2026 Funding Information

Requests are due on Friday, April 25, 2025, by **NOON**

Please complete all the information; uncompleted forms will be returned.
If the question is not relevant to your organization, please put NA.

Please Attach Completed Form with your Funding Request

Name of Organization: **Southwest Counseling Service**

Address of Organization: **2300 Foothill Blvd.**

Contact Person/People: **Melissa Wray-Marchetti**

Email address(es): **mwwraymar@swcounseling.org**

Phone Number(s): **307-352-6677**

Amount of Award (Budget Allocation) from Sweetwater County for Fiscal Year 2025: \$ **683,012.04**

Operations Funding Request from Sweetwater County for Fiscal Year 2026: \$ **650,488.00**

Percentage of increase/(decrease): % **-5% decrease**

If your funding request has increased or decreased, please explain why:

Due to the potential shortfalls, SCS is beginning with a 5% decrease in funding.

Organization Financial Information

Balance Sheet as of March 31	
Cash & Investments	\$1,879,924.29
All other assets	\$0
Total Assets	\$1,879,924.29
Total Liabilities	(\$425.01)
Total Equity	\$1,880,349.30

1. How much of the Organization's Cash & Investments is for Operating? \$ **769,636.95**

2. How much of the Organization's Cash & Investments is for Reserves? \$ **1,110,287.34**

(Amounts on lines 7 and 8 should total the amount on the Cash & Investments line on the Balance Sheet)

What are the Organization's Reserves reserved for?

Of the reserve amount, \$824,165.10 is encumbered for matching funds for the four (4) ARPA Capital Construction Grants.

What are your organization's projected reserves for the end of the fiscal year?

Income Statement (Do not include any cash carryover amounts in revenues or expenses)	FY2024 Actual	FY2025 Current Budget	FY2025 Actual YTD As of 3/31	FY2026 Budget
Sweetwater County Funding	\$650,487.96	\$683,012	\$512,259.03	\$650,488
All other revenues	\$13,797,039.26	\$20,356,025.94	\$11,951,402.89	\$18,488,432.44
Total Revenues	\$14,447,527.22	\$21,039,037.94	\$12,463,661.92	\$19,138,920.44
Total Expenses	\$16,414,721.75	\$21,039,037.91	\$12,721,373.33	\$19,138,920.44
Net Income	(\$1,967,193.53)	\$0	(\$257,711.41)	\$0

How many Days Cash on Hand does your Organization have as of 3/31? 41 Days

How many Days Cash on Hand does your Organization project as of 6/30? 45 Days

Days Cash on Hand = Cash & Investments (Including Reserves)

Annual operating expenses/365

Please answer **YES or NO** where appropriate.

Is your organization housed in a country-owned building? **Yes**

Is the country paying for utilities for your organization? **No**

Is the country providing internet/computer services to your organization? **No**

Is the County providing maintenance, snow removal and cleaning services for your organization? **No**

Does your organization participate in the County's Health Insurance Plan? **Yes**

If yes, are the contribution amounts paid by your organization's employees the same as those paid by county employees? **No**

If not, please explain the differences: **SCS employees pay a slightly higher amount for the employee portion.**

Is your organization currently receiving a grant sponsored by or passed through the County? **Yes**

If yes, please list each grant and amount:

<u>Grant</u>	<u>Amount</u>
Community Prevention FY25/FY26	Total Funding for two years is \$468,807

Other Assistance

Does your organization have a foundation? **No**

If yes, what is the name of the foundation? **N/A**

If yes, how much money (cash and investments) does the Foundation have?(A) \$ **N/A**

Of this amount, how much is restricted? (B) \$ **N/A**

Of this amount, how much is unrestricted? (C) \$ **N/A**

(A=B+C)

Does your organization participate in the WRS (Wyoming Retirement System)? **Yes**

If yes, does your organization pay the employees' portion? **Yes**

If your organization pays some of the employees' portion, but not all, please explain the split: **N/A**

Does your organization anticipate receiving other funding, such as, grant, foundation, government, donation, fundraiser, endowments, etc **NOT** from the County?

If yes, please list each item and amount:

<u>Other funding sources</u>	<u>Amount</u>
Wyoming Dept. of Health, Behavioral Health Division	\$9,510,216.61
SAMHSA CCBHC - PDI	\$1,000,000.00
WDH, BHD - Medication Assisted Treatment	\$185,925.00
SLIB - ARPA Capital Construction	\$1,252,235.00

Employees

How much is your Director's annual salary? \$211,175.47 (includes gross wages, longevity and 40 hrs for unused sick leave.)

How much does your Director receive in annual bonuses? \$ **0.00**

Is your organization proposing any wage/salary increases this year? **Tentatively, contingent upon funding availability of funding.**

If yes, what is the overall percentage and total dollar amount of the increases?

3%

\$248,081.02 (this is contingent of funding after start of FY26)

If yes, what percentage and dollar amount will come from county funding?

0 %

\$ 0.00

Is your organization considering any bonuses or incentives this year?

If yes, what is the overall percentage and total dollar amount of the increases? **No**

% N/A

\$ N/A

If yes, what percentage and dollar amount will come from county funding?

% N/A

\$ N/A

How much in wage/salary increases due to promotions and longevity does your organization anticipate this year? \$

How many full-time employees did your organization have in?

March 2020 **130**

March 2022 **114**

March 2024 **114**

Please explain any significant changes:

Staffing decreased from 2020 to the 2022 and 2024 years due to unfilled positions.

How many part-time employees did your organization have in:

March 2020 **21**

March 2022 **22**

March 2024 **27**

Please explain any significant changes:

Staffing levels increased for PT residential staff in 2024 due to the need to double staff.

**CONTRACT BETWEEN
WYOMING DEPARTMENT OF HEALTH, BEHAVIORAL HEALTH DIVISION
AND
SOUTHWEST COUNSELING SERVICE**

1. **Parties.** The parties to this Contract are Wyoming Department of Health, Behavioral Health Division (Agency), whose address is: 122 West 25th Street, Herschler Building 2 West, Suite B, Cheyenne, Wyoming 82002, and Southwest Counseling Service (Subrecipient), whose address is: 2300 Foothill Boulevard, Rock Springs, Wyoming 82901. This Contract pertains to the Mental Health and Substance Abuse section of the Agency.
2. **Purpose of Contract.** The purpose of this Contract is to set forth the terms and conditions by which the Subrecipient shall provide behavioral health treatment services and supports that are accessible, affordable, and accountable to clients and the Agency, and that are provided in the least restrictive and most appropriate environment.
3. **Term of Contract.** This Contract is effective when all parties have executed it (Effective Date). The term of the Contract is from July 1, 2025, or Effective Date, whichever is later, through August 31, 2026. All services shall be completed during this term. Notwithstanding the foregoing sentences, the Subrecipient must spend funds by June 30, 2026.
4. **Payment.**
 - A. The Agency agrees to pay the Subrecipient for the services described in Section 5 below and in Attachment A, Statement of Work, which is attached to and incorporated into this Contract by this reference. Total payment under this Contract shall not exceed nine million, five hundred ten thousand, two hundred sixteen dollars and sixty-one cents (\$9,510,216.61). Payment shall be made within forty-five (45) days after submission of invoice pursuant to Wyo. Stat. § 16-6-602 or in accordance with Attachment A. Subrecipient shall submit invoices in sufficient detail to ensure that payments may be made in conformance with this Contract.
 - B. Federal funds included in this Contract are provided under the federal Block Grants for Prevention and Treatment of Substance Abuse Assistance Listing Number (ALN) 93.959.
 - C. Federal funds included in this Contract are provided under the federal Block Grants for Community Mental Health Services, ALN 93.958.
 - D. Federal funds included in this Contract are provided under the American Rescue Plan Act, ALN 21.027.

- E.** No payment shall be made for work performed before the Effective Date of this Contract. Should the Subrecipient fail to perform in a manner consistent with the terms and conditions set forth in this Contract, payment under this Contract may be withheld until such time as the Subrecipient performs its duties and responsibilities to the satisfaction of Agency.
- F.** Except as otherwise provided in this Contract, the Subrecipient shall pay all costs and expenses, including travel, incurred by Subrecipient or on its behalf in connection with Subrecipient's performance and compliance with all of Subrecipient's obligations under this Contract.
- G.** Payments for Quality of Life expenditures will be issued based upon Agency approval of monthly invoices submitted to the Agency using the payment template in the Agency designated data system; Behavioral Health Management System (BHMS).
- H.** Subrecipient may be entitled to Outcomes payments, as outlined in Attachment A, or at the Agency's discretion, not to exceed ten million dollars (\$10,000,000.00).
- I.** Withholding of Funds

 - (i)** Failure to deliver contracted services, meet performance targets, or submit deliverables as outlined in this Contract may result in one (1) or more of the following actions at the Agency's discretion:

 - (a)** Reduction or withholding of payment(s) until the matter is resolved;
 - (b)** Issuance of Corrective Action Plan (CAP). Failure to implement the CAP shall result in the withholding of payment(s), termination of Contract, or both.
- J.** In the event of serious human or technical failure in the payment system under this Contract, as evaluated by the Director of the Agency, the Agency will notify the Subrecipient within thirty (30) days of determination and change the payment methodology at the sole discretion of the Agency, until the Director of the Agency finds that system deficits have been corrected.

5. Responsibilities of Subrecipient. The Subrecipient agrees to:

- A.** Provide behavioral health service delivery as described in: Attachment A, Statement of Work; Attachment B, Data Management Plan; and Attachment C, Substance Use Prevention, Treatment, and Recovery Services Block Grant (SUBG) and Community Mental Health Services Block Grant (MHBG) Contract Supplemental Information, all of which are attached to and incorporated into this Contract by this reference.

- B. Deliver services in accordance with the Behavioral Health Center provider manual, which is incorporated into this Contract by this reference.
- C. Provide data and narrative reporting on services delivered as requested by the Agency.

6. **Responsibilities of Agency.** The Agency agrees to:

- A. Pay Subrecipient in accordance with Section 4 above.
- B. Consult with and advise the Subrecipient, as necessary, about the requirements of this Contract and provide technical assistance as needed.
- C. Monitor and evaluate the Subrecipient's compliance with the conditions set forth in this Contract.
- D. Protect client identifying information received from the Subrecipient in a manner that complies with all state and federal confidentiality requirements and agreements, including the Health Insurance Portability and Accountability Act, as implemented.
- E. Provide the Subrecipient with standard reports that are available through the Agency designated data system.
- F. Communicate the date of a proposed on-site evaluation within forty-five (45) calendar days prior to the evaluation. Notice of an on-site evaluation is not required if the Agency is investigating complaints that include fraud or threats, or both, to client safety or well-being.

7. **Special Provisions.**

- A. **Assumption of Risk.** The Subrecipient shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Subrecipient's failure to comply with state or federal requirements. The Agency shall notify the Subrecipient of any state or federal determination of noncompliance.
- B. **Environmental Policy Acts.** Subrecipient agrees all activities under this Contract will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
- C. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Contract may be terminated without penalty if a private entity that receives funds under this Contract:

- (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (ii) Procures a commercial sex act during the period of time that the award is in effect; or
 - (iii) Uses forced labor in the performance of the award or subawards under the award.
- D. Kickbacks.** Subrecipient certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Contract, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Contract. If Subrecipient breaches or violates this warranty, Agency may, at its discretion, terminate this Contract without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- E. Limitations on Lobbying Activities.** By signing this Contract, Subrecipient certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by Subrecipient or its sub-subrecipients in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.
- F. Monitoring Activities.** Agency shall have the right to monitor all activities related to this Contract that are performed by Subrecipient or its sub-subrecipients. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Contract; and to observe personnel in every phase of performance of Contract related work.
- G. Nondiscrimination.** The Subrecipient shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, et seq.), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, et seq., and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Contract. Federal law requires the Subrecipient to include all relevant special provisions of this Contract in every subcontract awarded over ten thousand dollars (\$10,000.00) so that such provisions are binding on each sub-subrecipient.
- H. No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Contract, shall be paid by either party.

- I. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Subrecipient and related to the services and work to be performed under this Contract, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. Suspension and Debarment.** By signing this Contract, Subrecipient certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Contract suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, Subrecipient agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Contract.
- K. Administration of Federal Funds.** Subrecipient agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 CFR Part 200, et seq.; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** Subrecipient acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Contract; and (2) any rights of copyright to which Subrecipient purchases ownership using funds awarded under this Contract. Subrecipient must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Contract.
- M. Federal Audit Requirements.** Subrecipient agrees that if it expends an aggregate amount in excess of the amount set forth in 2 CFR Part 200, Subpart F in federal awards during its fiscal year, it must undergo an organization-wide financial and compliance single audit. Subrecipient agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 CFR Part 200, Subpart F. If findings are made which cover any part of this Contract, Subrecipient shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.

- N. **Non-Supplanting Certification.** Subrecipient hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Contract.
- O. **Program Income.** Subrecipient shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Contract must be used to increase the scope of the program or returned to Agency.
- P. **Applicability of Appendix II to 2 CFR Part 200.** This Contract has been funded, in whole or in part, with an Award of Federal funds and is bound by the federal contract provisions required by the Uniform Guidance Appendix II of 2 CFR Part 200 (the Federal Contract Provisions), incorporated herein by this reference. In the event of a conflict between the Special Provisions section of this Contract, or any attachments or exhibits incorporated herein, and the Federal Contract Provisions, the Federal Contract Provisions shall control. Failure to comply with the Federal Contract Provisions shall constitute an event of default under this Contract. If such a default remains uncured five (5) calendar days following the termination of a thirty (30) day prior written notice period, the Agency may terminate this Contract. This remedy will be in addition to any other remedy available to the State of Wyoming and the Agency under this Contract, at law, or in equity.

8. **General Provisions.**

- A. **Amendments.** Any changes, modifications, revisions, or amendments to this Contract which are mutually agreed upon by the parties to this Contract shall be incorporated by written instrument, executed by all parties to this Contract.
- B. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Contract shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms “hereof,” “hereunder,” “herein,” and words of similar import, are intended to refer to this Contract as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. **Assignment Prohibited and Contract Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Contract without the prior written consent of the other party. The Subrecipient shall not use this Contract, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.

- D. Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Contract.
- E. Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Contract, the Contract may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Subrecipient at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.
- F. Award of Related Contracts.** The Agency may award supplemental or successor contracts for work related to this Contract or may award contracts to other subrecipients for work related to this Contract. The Subrecipient shall cooperate fully with other subrecipients and the Agency in all such cases.
- G. Compliance with Laws.** The Subrecipient shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Contract.
- H. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order and subject to the limitations set out in Section 8.R. below, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Contract shall be kept confidential by the Subrecipient unless written permission is granted by the Agency for its release. If and when Subrecipient receives a request for information subject to this Contract, Subrecipient shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Contract.** The documents listed below and the Federal Contract Provisions represent the entire and integrated Contract between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Contract and the language of any attachment or document incorporated by reference, the language of this Contract shall control:

- (i) This Contract, consisting of fourteen (14) pages;

- (ii) Attachment A, Statement of Work, consisting of fourteen (14) pages;
 - (iii) Attachment B, Data Management Plan, consisting of five (5) pages; and
 - (iv) Attachment C, Substance Use Prevention, Treatment, and Recovery Services Block Grant (SUBG) and Community Mental Health Services Block Grant (MHBG) Contract Supplemental Information, consisting of seven (7) pages.
- J. Ethics.** Subrecipient shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, et seq.) and any and all ethical standards governing Subrecipient's profession.
- K. Extensions.** Nothing in this Contract shall be interpreted or deemed to create an expectation that this Contract will be extended beyond the term described herein.
- L. Force Majeure.** Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- M. Indemnification.** Each party to this Contract shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The Subrecipient shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Contract, the Subrecipient shall be free from control or direction over the details of the performance of services under this Contract. The Subrecipient shall assume sole responsibility for any debts or liabilities that may be incurred by the Subrecipient in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Contract. Nothing in this Contract shall be interpreted as authorizing the Subrecipient or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Subrecipient agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure

to the benefit of the Subrecipient or the Subrecipient's agents or employees as a result of this Contract.

- O. Notices.** All notices arising out of, or from, the provisions of this Contract shall be in writing either by regular mail or delivery in person at the addresses provided under this Contract.

P. Ownership and Return of Documents and Information.

- (i) Agency is the official custodian and owns all documents, data compilations, and reports created in the BHMS in relation to the performance of this Contract. Upon termination of this Contract, for any reason, Subrecipient agrees to submit a final report of all data not yet submitted to BHMS.
- (ii) Subrecipient owns all treatment records of individual persons served as part of Subrecipient's performance of this Contract. Subrecipient agrees to submit information contained in these records to the Agency as required by the reporting requirements of this Contract. Otherwise, the parties agree that Subrecipient remains solely responsible for the confidentiality, integrity, availability, maintenance, storage, and destruction of these records.

- Q. Prior Approval.** This Contract shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Contract has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).

R. Insurance Requirements.

- (i) During the term of this Contract, the Subrecipient shall obtain and maintain, and ensure that each sub-subrecipient obtains and maintains, each type of insurance coverage specified in Insurance Coverage, below.
- (ii) All policies shall be primary over any insurance or self-insurance program carried by the Subrecipient or the State of Wyoming. All policies shall include clauses stating that each insurance carrier shall waive all rights of recovery under subrogation or otherwise against Subrecipient or the State, its agencies, institutions, organizations, officers, agents, employees, and volunteers.
- (iii) The Subrecipient shall provide Certificates of Insurance to the Agency verifying each type of coverage required herein. If the policy is a "claims

made” policy instead of an “occurrence” policy, the information provided shall include, but is not limited to, retroactive dates and extended reporting periods or tails.

- (iv) All policies shall be endorsed to provide at least thirty (30) days advance written notice of cancellation to the Agency. A copy of the policy endorsement shall be provided with the Certificate of Insurance.
- (v) In case of a breach of any provision relating to Insurance Requirements or Insurance Coverage, the Agency may, at the Agency’s option, obtain and maintain, at the expense of the Subrecipient, such insurance in the name of the Subrecipient, or sub-subrecipient, as the Agency may deem proper and may deduct the cost of obtaining and maintaining such insurance from any sums which may be due or become due to the Subrecipient under this Contract.
- (vi) All policies required by this Contract shall be issued by an insurance company with an A.M. Best rating of A- VIII or better.
- (vii) The Agency reserves the right to reject any policy issued by an insurance company that does not meet these requirements.

S. Insurance Coverage. The Subrecipient shall obtain and maintain the following insurance in accordance with the Insurance Requirements set forth above:

- (i) Commercial General Liability Insurance. Commercial general liability insurance (CGL) coverage, occurrence form, covering liability claims for bodily injury and property damage arising out of premises, operations, products and completed operations, and personal and advertising injury, with minimum limits as follows:
 - (a) \$1,000,000.00 each occurrence;
 - (b) \$1,000,000.00 personal injury and advertising injury;
 - (c) \$2,000,000.00 general aggregate; and
 - (d) \$2,000,000.00 products and completed operations.

The CGL policy shall include coverage for Explosion, Collapse and Underground property damage. This coverage may not be excluded by endorsement.

- (ii) Workers’ Compensation and Employer’s Liability Insurance. Employees hired in Wyoming to perform work under this Contract shall be covered by workers’ compensation coverage obtained through the Wyoming Department of Workforce Services’ workers’ compensation program, if statutorily required. Employees brought into Wyoming from Subrecipient’s

home state to perform work under this Contract shall be covered by workers' compensation coverage obtained through the Wyoming Department of Workforce Services' workers' compensation program or other state or private workers' compensation insurance approved by the Wyoming Department of Workforce Services, if statutorily required. The Subrecipient shall provide the Agency with a Certificate of Good Standing or other proof of workers' compensation coverage for all of its employees who are to perform work under this Contract, if such coverage is required by law. If workers' compensation coverage is obtained by Subrecipient through the Wyoming Department of Workforce Services' workers' compensation program, Subrecipient shall also obtain Employer's Liability "Stop Gap" coverage through an endorsement to the CGL policy required by this Contract, with minimum limits as follows:

- (a) Bodily Injury by Accident: \$1,000,000.00 each accident;
- (b) Bodily Injury by Disease: \$1,000,000.00 each employee; and
- (c) Bodily Injury by Disease: \$1,000,000.00 policy limit.

(iii) Unemployment Insurance. The Subrecipient shall be duly registered with the Department of Workforce Services and obtain such unemployment insurance coverage as required. The Subrecipient shall supply Agency with a Certificate of Good Standing or other proof of unemployment insurance coverage.

(iv) Professional Liability or Errors and Omissions Liability Insurance. Professional liability insurance or errors and omissions liability insurance protecting against any and all claims arising from the Subrecipient's alleged or real professional errors, omissions, or mistakes in the performance of professional duties under this Contract, with minimum limits as follows:

- (a) \$1,000,000.00 each occurrence; and
- (b) \$1,000,000.00 general aggregate.

The policy shall have an extended reporting period of two (2) years.

T. Severability. Should any portion of this Contract be judicially determined to be illegal or unenforceable, the remainder of the Contract shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

U. Sovereign Immunity and Limitations. Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and specifically retain all immunities and defenses available to them as sovereigns. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive

sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly construed, either against or for either party, except that any ambiguity as to sovereign immunity shall be construed in favor of sovereign immunity.

- V. Taxes.** The Subrecipient shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- W. Termination of Contract.** This Contract may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Contract may be terminated by the Agency immediately for cause if the Subrecipient fails to perform in accordance with the terms of this Contract.
- X. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties, and obligations contained in this Contract shall operate only between the parties to this Contract and shall inure solely to the benefit of the parties to this Contract. The provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.
- Y. Time is of the Essence.** Time is of the essence in all provisions of this Contract.
- Z. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Contract.
- AA. Waiver.** The waiver of any breach of any term or condition in this Contract shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- BB. Counterparts.** This Contract may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Contract. Delivery by the Subrecipient of an originally signed counterpart of this Contract by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

9. **Signatures.** The parties to this Contract, either personally or through their duly authorized representatives, have executed this Contract on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Contract.

The Effective Date of this Contract is the date of the signature last affixed to this page.

AGENCY:

Wyoming Department of Health, Behavioral Health Division

Stefan Johansson, Director
Wyoming Department of Health

Date

Ragen Latham, Interim Senior Administrator
Behavioral Health Division

Date

SUBRECIPIENT:

Southwest Counseling Service

Executive Director Signature

Date

Printed Name

Board Chair Signature

Date

Printed Name

Chairman of Sweetwater County Commissioners Signature

Date

Printed Name

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

Chandler Pauling, Assistant Attorney General

Date

CEO Report

CEO Report

April 2025

As you know, behavioral health is navigating a landscape of decreased funding, increased cost of living, technological innovation, and uncertainty with the potential of grants and new funding resources. In addition, the population impacted with decrease funding disproportionately affect underserved and vulnerable populations. Behavioral Health Redesign (BHR) has somewhat protected the community behavioral health centers from financial decreases at the state level; however, the rates are incredibly low. One of the assumptions by the state was for individuals who qualified for BHR would come to the community behavioral health center due to qualifying for low or no cost for services. Although no out-of-pocket expense is a benefit, there continues to be individuals who choose not to enroll in BHR and the warm hand off from state agencies has not occurred at the pace that was initially discussed. BHR continues to be a work in progress. As we maneuver through this, it will be important to continue to provide quality of care.

Another issue related to decreased funding for the community is the potential loss of community resources for clients. As funding diminishes for community resources, community outreach programs and comprehensive care will be challenged, leaving gaps in support for vulnerable groups especially for individuals who have limited resources.

Artificial Intelligence: One transformative trend occurring is the integration of artificial intelligence into behavioral health care. AI-powered tools employed to enhance diagnostic accuracy, personalize treatment plans, and monitor client progress with greater efficiency. Chatbot therapy and virtual mental health assistants are gaining traction, particularly for populations seeking discreet, accessible support. Due to the cost, SCS has not moved forward in this area, but in the future, it will be important to utilize this new technology that will assist clinicians. It is an exciting development for behavioral health.

American Recovery Plan Act (ARPA) Projects: SCS has the four ARPA Ankeny facility (Outpatient office), Duran and Washakie-Residential facilities for Substance Disorder Women and Jonah Facility-facility for outpatient services. It appears that the Duran facility will not be ready by June 1. If Washakie becomes available, the woman will return to Washakie and the remaining women will stay at Rosen. SCS first applied for the ARPA funding June 29, 2022 with work being done prior to this date. SCS Board of Directors were informed of this potential in funding at least a year prior. I am grateful to Governor Gordon for providing some of the ARPA funds to mental health and substance disorder centers.

Children's Summer Program: Due to Rosen not being available this summer, Michal Love and I decided the summer program will not be held. We were hoping that the ARPA projects would be completed in time for the summer program. SCS will be providing a group for this age group to assist with these children this summer.

Wyoming Behavioral Health Center Report: This report is included in your packet for your review. SCS continues to enroll individuals in BHR, however Medicaid enrollment is low compared to the other centers due to individuals not qualifying for Medicaid. The first payment

source for BHR is Medicaid, if the person qualifies; if not then BHR considered for payment. The community mental health and substance disorder agencies are fortunate that the State of Wyoming, Behavioral Health Division decided to true up the agencies for two years. SCS will continue to work to enroll individuals as well as advertise to the community what SCS services are available.

SCS Employees: With the competitive nature and multiple opportunities for employees, SCS will need to continue to provide opportunities for professional growth, competitive compensation, fostering a collaborative work environment, flexible work schedules and have employees' values align with the organization's mission and giving their work a greater sense of meaning. Ultimately, employees are the greatest asset of any thriving organization, making their well-being and satisfaction essential for long-term success. I think one of the challenges for the agency is the criticism of SCS services. Either not meeting expectations, not getting results that family and friends wanted and when individuals do not adhere to treatment goals, SCS is blamed for the failure. I think this constant negativity is difficult for the employees and is discouraging when they are working to provide quality services for the community. I think constructive feedback, when delivered thoughtfully, can help the agency and employees grow but constant negativity often does more harm than good. This is a concern for the management team and I to provide a positive working environment and to address the negativity.

Wyoming Behavioral Health Center Snapshot

April 2, 2025

Enrollment summary

Table 1: Current enrollment snapshot

	<= 200% FPL	> 200% FPL		Not screened	Total	Screened %
BHC	BHC-FULL	BHC-FULL	BHC-SCREEN			
Cedar Mountain	42	7	0	23	72	68%
Fremont C	184	53	4	151	392	61%
Jackson Community CC	67	75	7	295	444	34%
Central WyoCC	476	36	3	731	1,246	41%
Oxbow Center	547	54	13	643	1,257	49%
High Country BH	665	102	2	677	1,446	53%
Southwest C	823	157	35	809	1,824	56%
VOA	1,235	121	12	1,246	2,614	52%
Total BHC	4,039	605	76	4,575	9,295	51%
Not active BHC client	62,715	547	4,933	2,582	70,777	96%

Claims trends

Table 2: Current QTUP status for 2025-03-01

BHC	SFY	Cap	Expected	Service + QTUPs	Paid QTUPs	Upcoming QTUP
High Country BH	2025	\$3,132,844.80	\$2,349,633.60	\$1,688,570.99	\$1,483,979.01	\$661,062.61
Central WyoCC	2025	\$4,582,199.40	\$3,436,649.55	\$2,512,239.60	\$2,180,001.01	\$924,409.95
Fremont C	2025	\$1,230,801.60	\$923,101.20	\$796,618.58	\$538,442.12	\$126,482.62
Southwest C	2025	\$5,592,851.33	\$4,194,638.50	\$3,878,931.79	\$1,264,583.68	\$315,706.71
Cedar Mountain	2025	\$553,660.80	\$415,245.60	\$426,585.33	\$276,830.40	-\$11,339.73
Oxbow Center	2025	\$2,380,860.60	\$1,785,645.45	\$1,303,122.84	\$1,146,277.13	\$482,522.61
Jackson Community CC	2025	\$827,314.20	\$620,485.65	\$463,838.12	\$393,818.00	\$156,647.53
VOA	2025	\$11,321,845.64	\$8,491,384.23	\$7,030,709.50	\$3,516,391.58	\$1,460,674.73

Table 3: Provider billing by service

BHC	ServiceMonth	MH OP (2506)	MH Res (2508)	SA OP (2507)	SA Res (2509)	Total
Cedar Mountain	Jul-24			\$976.00	\$7,375.00	\$8,351.00
Cedar Mountain	Aug-24			\$1,084.04	\$10,625.00	\$11,709.04
Cedar Mountain	Sep-24			\$1,004.99	\$20,750.00	\$21,754.99
Cedar Mountain	Oct-24			\$3,285.81	\$29,000.00	\$32,285.81
Cedar Mountain	Nov-24			\$4,877.00	\$17,375.00	\$22,252.00
Cedar Mountain	Dec-24			\$6,319.51	\$14,750.00	\$21,069.51

Cedar Mountain	Jan-25			\$4,610.64	\$13,375.00	\$17,985.64
Cedar Mountain	Feb-25			\$2,628.15	\$8,500.00	\$11,128.15
Cedar Mountain	Mar-25			\$1,093.79	\$2,125.00	\$3,218.79
Central WyoCC	Jul-24	\$5,259.38	\$9,352.27		\$4,282.20	\$18,893.85
Central WyoCC	Aug-24	\$5,816.21	\$9,111.52		\$4,416.78	\$19,344.51
Central WyoCC	Sep-24	\$3,172.93	\$8,817.60		\$12,875.00	\$24,865.53
Central WyoCC	Oct-24	\$10,899.16	\$31,968.97		\$24,845.44	\$67,713.57
Central WyoCC	Nov-24	\$11,322.26	\$29,394.30		\$13,750.00	\$54,466.56
Central WyoCC	Dec-24	\$12,593.03	\$17,316.18		\$17,125.00	\$47,034.21
Central WyoCC	Jan-25	\$12,764.70	\$12,050.72		\$22,125.00	\$46,940.42
Central WyoCC	Feb-25	\$8,801.09	\$8,964.56		\$18,500.00	\$36,265.65
Central WyoCC	Mar-25	\$4,435.27	\$5,584.48		\$6,694.54	\$16,714.29
Fremont C	Jul-24	\$16,864.62	\$12,993.34	\$2,697.91		\$32,555.87
Fremont C	Aug-24	\$19,851.12	\$13,169.82	\$3,625.74		\$36,646.68
Fremont C	Sep-24	\$13,293.06	\$14,339.00	\$4,534.62		\$32,166.68
Fremont C	Oct-24	\$19,346.01	\$13,919.86	\$5,422.50		\$38,688.37
Fremont C	Nov-24	\$11,458.26	\$13,412.48	\$5,344.27		\$30,215.01
Fremont C	Dec-24	\$10,590.72	\$13,677.20	\$6,975.29		\$31,243.21
Fremont C	Jan-25	\$11,239.64	\$14,361.06	\$5,183.17		\$30,783.87
Fremont C	Feb-25	\$9,580.01	\$11,581.50	\$3,987.02		\$25,148.53
Fremont C	Mar-25	\$505.74		\$222.50		\$728.24
High Country BH	Jul-24	\$12,277.61		\$723.07		\$13,000.68
High Country BH	Aug-24	\$17,300.87		\$223.36		\$17,524.23
High Country BH	Sep-24	\$18,506.13		\$842.84		\$19,348.97
High Country BH	Oct-24	\$19,700.59		\$6,975.79		\$26,676.38
High Country BH	Nov-24	\$18,723.09		\$8,031.41		\$26,754.50
High Country BH	Dec-24	\$15,851.69		\$8,300.52		\$24,152.21
High Country BH	Jan-25	\$19,131.28		\$9,241.23		\$28,372.51
High Country BH	Feb-25	\$17,798.94		\$9,381.09		\$27,180.03
High Country BH	Mar-25	\$13,738.49		\$7,843.98		\$21,582.47
Jackson Community CC	Jul-24	\$3,422.57		\$543.34		\$3,965.91
Jackson Community CC	Aug-24	\$4,360.06		\$769.39		\$5,129.45
Jackson Community CC	Sep-24	\$5,876.21		\$1,086.81		\$6,963.02
Jackson Community CC	Oct-24	\$9,653.18		\$1,411.61		\$11,064.79
Jackson Community CC	Nov-24	\$6,743.89		\$1,114.02		\$7,857.91
Jackson Community CC	Dec-24	\$5,161.30		\$980.67		\$6,141.97
Jackson Community CC	Jan-25	\$2,147.07		\$10,445.65		\$12,592.72
Jackson Community CC	Feb-25	\$1,240.79		\$11,118.43		\$12,359.22
Jackson Community CC	Mar-25	\$399.15		\$3,545.98		\$3,945.13
Oxbow Center	Jan-24	\$205.00				\$205.00
Oxbow Center	Jul-24	\$8,578.60	\$2,073.64	\$2,401.91		\$13,054.15
Oxbow Center	Aug-24	\$10,045.45	\$2,051.58	\$3,856.87		\$15,953.90
Oxbow Center	Sep-24	\$11,380.14	\$2,404.54	\$6,536.87		\$20,321.55
Oxbow Center	Oct-24	\$10,725.43	\$2,735.44	\$6,524.13		\$19,985.00
Oxbow Center	Nov-24	\$11,211.34	\$2,663.35	\$3,652.47		\$17,527.16
Oxbow Center	Dec-24	\$9,061.64	\$3,082.49	\$5,418.25		\$17,562.38
Oxbow Center	Jan-25	\$11,913.31	\$3,419.30	\$8,018.17		\$23,350.78
Oxbow Center	Feb-25	\$11,139.71	\$3,088.40	\$4,524.93		\$18,753.04
Oxbow Center	Mar-25	\$7,368.48	\$1,897.16	\$1,072.11		\$10,337.75
Southwest C	Jul-24	\$63,468.52	\$108,799.16	\$31,051.17	\$156,488.55	\$359,807.40

Southwest C	Aug-24	\$55,244.97	\$110,574.96	\$25,644.37	\$170,746.94	\$362,211.24
Southwest C	Sep-24	\$52,044.15	\$101,565.86	\$21,788.84	\$147,871.76	\$323,270.61
Southwest C	Oct-24	\$59,686.20	\$112,071.79	\$31,257.45	\$154,787.16	\$357,802.60
Southwest C	Nov-24	\$42,954.93	\$114,455.35	\$22,577.03	\$159,601.38	\$339,588.69
Southwest C	Dec-24	\$28,355.46	\$104,275.64	\$26,253.27	\$141,487.16	\$300,371.53
Southwest C	Jan-25	\$33,416.02	\$114,155.48	\$22,161.79	\$136,694.54	\$306,427.83
Southwest C	Feb-25	\$19,763.59	\$106,360.60	\$16,280.90	\$122,463.12	\$264,868.21
VOA	Jul-24	\$31,775.74	\$34,145.63	\$28,038.77	\$259,885.72	\$353,845.86
VOA	Aug-24	\$30,075.95	\$38,984.60	\$37,391.95	\$270,515.76	\$376,968.26
VOA	Sep-24	\$26,577.10	\$49,589.06	\$41,713.36	\$298,384.98	\$416,264.50
VOA	Oct-24	\$42,490.41	\$55,258.67	\$52,608.70	\$339,089.76	\$489,447.54
VOA	Nov-24	\$48,715.59	\$50,998.13	\$49,293.40	\$336,165.72	\$485,172.84
VOA	Dec-24	\$48,657.95	\$58,114.15	\$58,466.85	\$321,488.32	\$486,727.27
VOA	Jan-25	\$57,170.73	\$44,700.24	\$68,532.59	\$275,968.20	\$446,371.76
VOA	Feb-25	\$50,481.80	\$18,611.29	\$56,818.96	\$235,252.10	\$361,164.15
VOA	Mar-25	\$8,049.04	\$8,159.80	\$12,079.02	\$70,067.88	\$98,355.74

Table 4: Total non-inmate service billing

ServiceMonth	MH OP (2506)	MH Res (2508)	SA OP (2507)	SA Res (2509)	Total
Jan-24	\$205.00				\$205.00
Jul-24	\$141,647.04	\$167,364.04	\$66,432.17	\$428,031.47	\$803,474.72
Aug-24	\$142,694.63	\$173,892.48	\$72,595.72	\$456,304.48	\$845,487.31
Sep-24	\$130,849.72	\$176,716.06	\$77,508.33	\$479,881.74	\$864,955.85
Oct-24	\$172,500.98	\$215,954.73	\$107,485.99	\$547,722.36	\$1,043,664.06
Nov-24	\$151,129.36	\$210,923.61	\$94,889.60	\$526,892.10	\$983,834.67
Dec-24	\$130,271.79	\$196,465.66	\$112,714.36	\$494,850.48	\$934,302.29
Jan-25	\$147,782.75	\$188,686.80	\$128,100.51	\$448,162.74	\$912,732.80
Feb-25	\$118,805.93	\$148,606.35	\$104,739.48	\$384,715.22	\$756,866.98
Mar-25	\$34,496.17	\$15,641.44	\$25,857.38	\$78,887.42	\$154,882.41
Total	\$1,170,383.37	\$1,494,251.17	\$790,323.54	\$3,845,448.01	\$7,300,406.09

Figure 1: Actual billing to expected

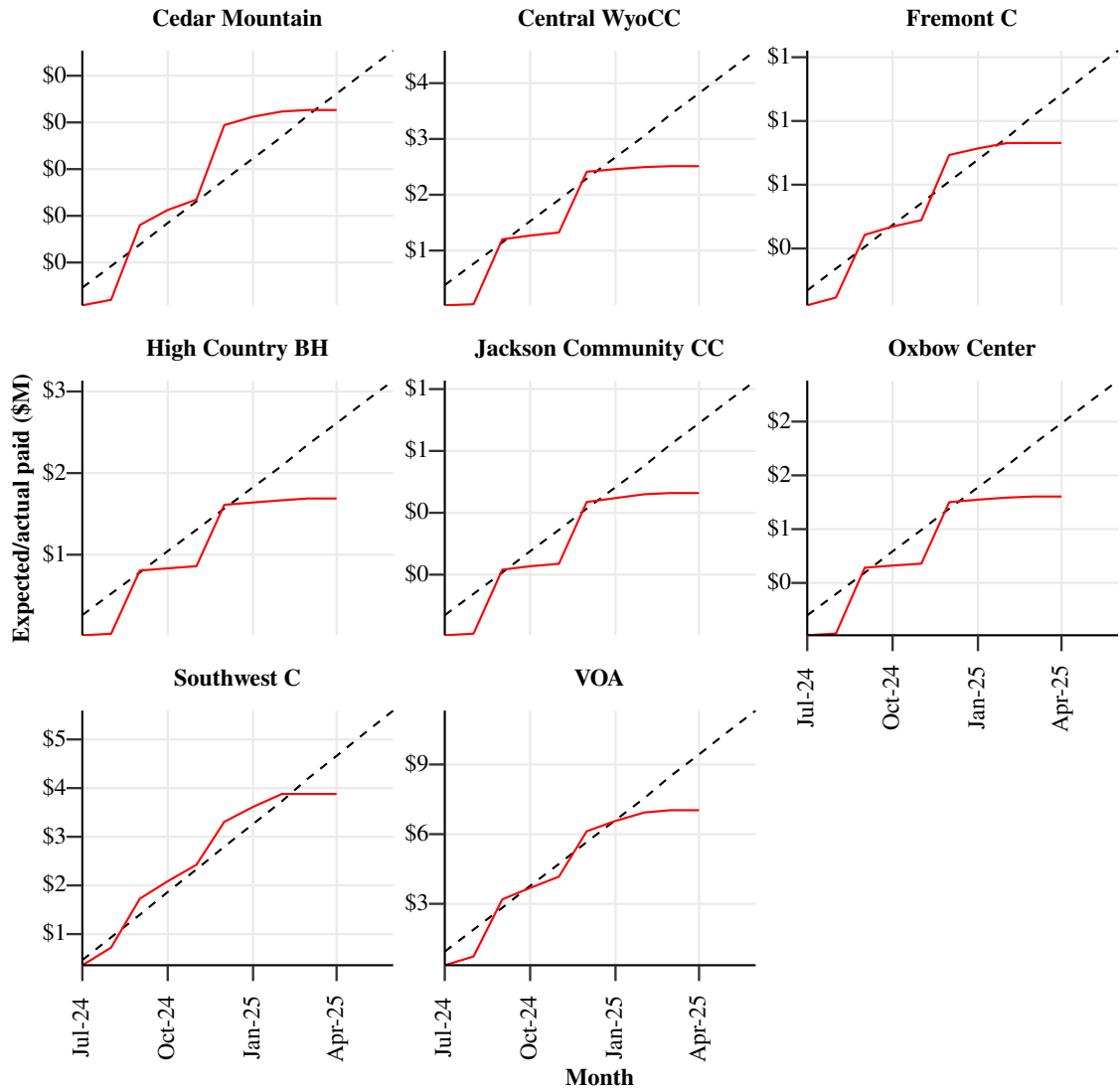


Figure 2: Medicaid and BHC billing

