

CAPS Collaborative Board of Director's Meeting  
2 Narrows Road, Westminister, MA 01473  
December 14, 2016 (3:30 p.m.)

Agenda

1. Approval of Minutes: October 14, 2016
2. Fiscal Update
  - 2016 Independent Audit (voting item)
  - 2016 Cumulative Surplus Funds (voting item)
  - 2017 Financial Update
3. 2016 Annual Report (voting item)
4. New Hires (voting item) - Samantha St. Pierre, Elizabeth Hanson Cronk, Sandra LeBlanc, Michelle Folmsbee, Hannah Stymiest.
5. Subcommittee Reports
  - Policy Subcommittee – Minutes
    - ✓ Policy Readings
      - Fingerprint Policy (1<sup>st</sup> Reading)
      - Naloxone (Narcan) Policy (1<sup>st</sup> Reading)
      - Substance Use and Prevention Policy (1<sup>st</sup> Reading)
  - Finance Subcommittee
    - ✓ Approval of minutes: November 15, 2016– (voting item)
    - ✓ New Staff Benefit Language
    - ✓ Paraprofessional Pay scale Merger
  - Warrant Subcommittee - on going every other week
  - Facilities Subcommittee – no meeting
6. Executive Director's Report (Information & discussion)
7. Future Agenda Items
  - 2018 Budget Timeframe
8. Adjourn