



**State of Vermont**

Department of Mental Health  
166 Horseshoe Drive, Weeks Building  
Waterbury, VT 05671-2010  
<http://mentalhealth.vermont.gov/>

*Agency of Human Services*

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Bob Bick  
Chief Executive Officer  
Howard Center

**VIA EMAIL ONLY**

May 3, 2024

Dear Mr. Bick:

The Department of Mental Health (DMH) has reviewed the email you sent on May 2, 2024, requesting DMH consider the bid material Howard Center submitted for the Mental Health Urgent Care on February 17, 2023 as your Certificate of Approval (COA) Application. DMH is satisfied with the information provided and considers this application now complete.


DMH will be posting the completed COA application to its website for 20 calendar days and noticing the public of a public meeting date for input. You, and any staff you wish to make available to briefly present the project, respond to questions, and hear public input, will be asked to attend the public meeting. Jennifer Rowell will be following up to find a suitable date, time, and location for the meeting.

Upon completion of these activities, a final determination regarding your COA application for this project will be issued by the Commissioner.

Thank you for the information provided to complete this COA application. A decision will be made within 60 days and efforts will be made to expedite the time frame where possible.

Please feel free to contact me with any questions or concerns.

Best,

DocuSigned by:  
  
334079014C9349A...  
Karen Godnick Barber  
General Counsel  
Department of Mental Health

CC: Emily Hawes, DMH Commissioner  
Shannon Thompson, DMH Finance Director  
Lee Dorf, DMH Director of Operations, Planning & Development  
Allie Nerenberg, DMH Care Management Director

