

LCMH Board of Directors Meeting Minutes

Date: 7/20/2022

Start time: 5:05p.m.

Adjourned: 6:58p.m.

Board Members: Luke Jandreau, Michael Feulner, Cindy Morin, Fred Ober, Chip Troiano, Saudia LaMont, Polly Manosh, Zach Williams, Susan Kimmerly, Stacy Madden, Mary Anne Lewis

Absent: Sharon Menard, Scott Kirkpatrick

Staff: Michael Hartman, Jennifer Stratton, Bryanne Castle, Robyn Daley, Brittany Rhodes, Jim Heath

Guests: n/a

Notes: Mary Anne Lewis

Topic	Discussion	Action	Person Responsible
Approval of Minutes	Mr. Troiano made the motion to approve the minutes from June. Ms. Lewis seconded the motion. A correction was noted and added to the June minutes: Susan Kimmerly and Stacey Madden who not recorded as present for the June meeting when indeed they were present.	By unanimous vote the minutes from the June meeting were approved with the noted amendment.	
Introductions	Luciana has resigned and is no longer with the Agency. A huge thank you to her for all her work and expertise over the years. Erika Mayo will be filling Luciana's position starting 8/1/22. Erika has a master's degree in Health Care Administration and has most recently been working in her family's syrup business.		
Presentation	<p>There was no presentation this month. Michael will see if Jo Oliver, the new Director of Nursing would be able to present at the next Board meeting. Jo is finishing her Nurse Practitioner degree and will then be able to be a prescriber.</p> <p>The month after that it was suggested that the Alpine providers, our virtual psychiatric team could present. Robin also proposed that September/October would be a great time to do a school presentation of the "Epic" program (Emergent Psychiatric Intervention for Children, formerly known as the "PUCK" program).</p>		

<p>CEO Report</p>	<p>Mr. Hartman shared the CEO report.</p> <p>Consumer Care: As we near the end of the fiscal year we are now beginning to see some norming of our services delivered from month to month and in five of the last six months we have served an above average of persons. Concurrently as we have seen for a number of months this year, our crisis services team and our psychiatric team saw the highest number of consumers in terms of individual staff delivery, along with school based and shared living providers.</p> <p>Report on Grievances and Appeals: As of this week we have 2 grievances in the Adult Behavioral Health program, but none for the child mental health or developmental services programs.</p> <p>Wellness Center We have reopened our Wellness Center on June 20th. (This is the first time that this has been open since 3/2020.) Our CRT clients are now able to have lunch at the agency and socialize with peers. We have re-hired 3 Community Cadre staff to support the program and our manager, Megan Prue, is helping in a number of ways to get the Center back in gear, including making some transportation runs to help consumers make it in.</p> <p>Covid 19 Update While we may be working around Covid for a while to come, we are continuing to welcome more face-to-face contacts, and the group homes remain the primary area of concern regarding use of masks and protective equipment. We do still experience a staff or consumer being positive daily but are managing this well. With the closure of testing via the VT Department of Health we have moved to staff self-testing and have secured a web-based tracking app to use for purposes of record keeping. Many</p>		
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thanks to fellow our medical team, fellow DAs, and our health partners in efforts to make this possible. Masking in buildings is now “by choice.”

Grants Update:

We are still awaiting word on both the federal Health and Human Services grants we applied for related to substance misuse/mental health, and for the Certified Community Behavioral Health Center status. We do expect some word on these in the next six weeks or so. We did receive recent notice that we did not a grant related to the VT Foodbank for our Wellness Center, but we were seen as a solid application and have been automatically added to the next round in the fall.

Judy most recently submitted an application of the UVM Center on Rural Addiction for a scholarship program for training on substance use interventions. This is for four of our managerial staff to be trained in October.

ITS Home Update:

We’ve had a few challenges with this project and it’s taking longer than expected. Our facilities and IT teams have been working hard on getting the house ready to operate. The house has all fiber and phone lines in place, and we are now waiting for Consolidated to install the network interface device for internet access. The sprinkler system is almost set, we still need to make sure there is no leaks and have the marshal over to clear it. The fence is being raised and paving of the driveway happened the week of July 11. There remain a few final touches for the building but hiring for the staff positions has proved a great challenge due to similar jobs in the area. Mr. Feuhlner asked when Mr. Hartman predicted the ITS Home to be open. As noted above, staffing has been a challenge.

	<p>If the agency was able to hire 5-6 staff for the ITS home, then they could possible open 1 bed.</p> <p>Jennifer is working with DAIL on a possible plan to do a temporary hiring of UVS staff to staff the program and be able to open it sooner.</p> <p>The Plaza Update: We have a new Admin Assistant, Aubrey Hayden, who will be working from this office, which will allow us to open the doors during office hours, instead of having therapists and case managers communicate via cell phone and come to the entrance when clients arrive. This employee will also be responding to calls to 72 Harrel as well.</p> <p>NX/myAvatar: On the 18th of July we will be changing over to a new version of the myAvatar electronic medical record, UEMR. This is mostly a moderate change and was first run by 2 of our UEMR associates. It appears all planning for the change was successful as both United Counseling Services and Washington Co. Mental Health made the change with no significant problems. The new version of the program, NX, will be more user friendly and operates more smoothly so should be some lessening of staff time for record keeping.</p> <p>Wellness: We will be promoting a hydration challenge in July/August to support employees on drinking at least 50 oz of water daily. All employees will receive a personalized water bottle to help them increase their water intake. Mr. Feuhner asked if it was possible for the Board members to receive water bottles as well.</p> <p>Human Resources Updates: Our efforts to retain staff via improved work flexibility and competitive salaries has also been</p>		
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	<p>helpful as we saw no staff leave Developmental, Emergency Service or Admin positions, and only 8 staff leaving across the agency. This was the lowest number of staff departures in the past 10 quarters.</p> <p>Staff day was on July 15th and we had a good turnout, though smaller than our pre-Covid meetings. We were able to have a team of great speakers, including Deb Webb, a Community Integrated Service staff in DS, Katina Idol, School Based Clinical Services Director, Saudia Lamont of the Board, and Emily Hawes, the DMH Commissioner. All spoke on the question of what they learned from our pandemic and what looks important into the future. As well we offered a couple of rounds of recognition to Luciana Soares for the great work she did in organizing the event and great appreciation for her work at LCMHS as she departs for her next step of life in Tampa and working in an international environment.</p> <p>Newly positioned staff: Hired from June 14 through July 8: 3 Community Cadre, 1 Community Skills Worker, 1 Behavioral Consultant, 1 Behavior Interventionist, 1 Billing Manager, 1 Copley House Residential Staff, 1 Crisis Clinician.</p> <p>Upcoming events: Summer Summit on Homelessness, Thursday, July 28, 2022 from 10:00 AM – 2:30 PM VCEH is hosting a summer summit and lunch with housing panels, guest speakers, breakout discussions, and more! Register here: https://www.eventbrite.com/e/vceh-summer-summit-tickets-347400031847</p>		
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<p>Finance Committee</p>	<p>Finance report was given by Mr. Heath. There is still a significant deficit, however, the Agency is plateauing off from going deeper into a deficit. Contributions to the deficit include billing errors on myAvatar, 425 K of unbudgeted payroll expenses, 68K in student loans, and ITS expenses. Unfortunately, there is a 6 month window for submitting bills to Medicaid. Bills will be resubmitted, but it is unclear what Medicaid will accept at this point. There were many issues in the billing department, and there has been a new person hired to make corrections to the billing. However, it appears that more help is needed in this area.</p> <p>Developmental Services and Children's are in the black. CRT is showing a fairly significant deficit. The ASAP program is not currently generating income to be a successful program.</p> <p>There will be an audit in September, which will be a challenge as there is new accounting software.</p>		
<p>2 Kristi Lane, Hyde Park Property</p>	<p>Tim Sullivan, a real estate appraiser generously donated his time to appraise this property owned by LCHMS. It is a 3 acre parcel next to the Oasis house and was appraised at 38k 7 years ago with hopes of turning it into a residential setting for clients. However, due to HOA rules, the property has limited value to the Agency. It was just appraised at 85K. The agency is currently spending approximately 5K a year on the property for HOA fees, property tax, water and electric.</p> <p>The question was posed to the Board if the Agency should sell this property. A motion was made by Mr. Troiano to sell the property belonging to LCHMS recorded as 3 acres in Hyde Park, VT, known as 2 Kristi Lane, with the details to be left up to administration.</p>		

	<p>The motion was seconded by Ms. Lewis. The motion passed unanimously by the Board. (At this point in the meeting we had lost 2 Board members- Polly and Zach), but the 8 remaining Board members were all in approval, and this was still considered to be a quorum.)</p>		
<p>Equity and Diversity Committee</p>	<p>There is a committee meeting on 7/21/22 where Auburn Watersong will be attending. Auburn is a consultant on the subject of DEI and will be interviewed at this meeting to see if she is a good fit with the Agency in terms of consulting on DEI matters as well as managing DEI topics on the Agency's social media.</p> <p>Ms. Lewis reported that the LCMHS Equity Integration retreat has been set for Wednesday, August 17th, with a rain date of Wednesday, August 31st. These dates were the best dates for the majority of people. It is hoped that all Board members as well as SLT will be able to attend. The retreat will be held at the Grandma Cherry Sanctuary in Plainfield, facilitated by Rae carter of EmpowR. More details on the day as well as directions will be forthcoming.</p> <p>Ms. Lewis proposed that that they Board meeting for August be cancelled in lieu of the all-day training. After a consultation of the bylaws, it was determined that there needed to be a minimum of 10 Board meetings a year. Ms. Lewis made a motion to forego the August Board meeting. The motion was seconded by Ms. Madden, and unanimously approved by the Board. The Finance Committee will still plan on meeting in August.</p>		

<p>New Business</p>	<p>Mr. Jandreau asked if there were any new or old business to be discussed. Ms. Lewis asked about progress made towards a LCHMS Board member joining the Copley Hospital Board of Directors. Michael Hartman had talked with Mr. Feuhlner about this possibility. Ms. Lewis made a motion to nominate Mike Feuhlner as the Copley Hospital Board representative. Ms. Kimmerly seconded the motion, and it was unanimously approved. Mr. Feuhlner did consent to this position.</p> <p>Mr. Troiano made the motion to adjourn the meeting. Ms. Lamont seconded the motion. All approved.</p>	<p>By unanimous vote the meeting was adjourned at 6:58 p.m.</p>	
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