

LCMHS Board of Directors Meeting Minutes

Date: June 17, 2020

Start time: 5:00 pm

Adjourned: 6:20 pm

Board Members: Zach Williams, Fred Ober, Mike Feulner, Michael Hartman, MaryAnne Lewis, Sharon Menard, Stacey Madden, Chip Troiano, Polly Manosh

Absent: Dot Reeve

Staff: Jennifer Stratton, Jim Heath

Guests: Brittany Rhoads, Luke Jandreau

Notes: Luciana Swenson

Topic	Discussion	Action	Person Responsible
Introductions	<p>Introductions were done.</p> <p>Mr. Hartman introduced Mr. Heath, the agency's new Chief Financial Officer. Mr. Heath gave a quick overview of his career experience.</p>		
Approval of minutes	<p>The board reviewed the meeting notes from May 2020.</p> <p>Ms. Lewis said that the May minutes were missing the link to the article written by Katina Idol. It will be added to the notes.</p> <p>Mr. Ober moved the motion to approve the minutes from May 2020. Mr. Troiano seconded the motion. All approved.</p>	<p>By unanimous vote the minutes of May were approved.</p>	
Authorized Signer (s)	<p>Ms. Lewis moved the motion to remove Patricia Pion as an authorized signer of ALL LCMHS bank accounts including but not limited to Union Bank, Community Bank and the TD Bank account for Johnson Group Home. Mr. Feulner seconded the motion. All approved.</p> <p>Ms. Lewis moved the motion to add James Heath as an authorized signer of ALL LCMHS bank accounts including but not limited to Union Bank and Community Bank. Mr. Feulner seconded the motion. All approved.</p> <p>Ms. Lewis moved the motion to add James Heath as authorized signer of LCMHS' TD Bank account for Johnson Group Home. Mr. Feulner seconded the motion. All approved.</p> <p>Ms. Lewis moved the motion to add James Heath as an authorized signer of all LCMHS pension accounts. Mr. Feulner seconded the motion. All approved.</p>		

	<p>Ms. Lewis moved the motion to cancel the existing LCMHS credit card which has Patricia Pion listed as an account holder. Mr. Feulner seconded the motion. All approved.</p> <p>Ms. Lewis moved the motion to add James Heath as authorized signer of the LCMHS' credit card. Mr. Feulner seconded the motion. All approved.</p>		
<p>Agency updates</p>	<p>Mr. Hartman updated group on the agency's flowerbeds beautification lead by Ms. Swenson.</p> <p>Mr. Hartman said that the agency is closing in on the process of reviewing staff survey questions regarding benefits. Anne Paumgarten have organized two different meetings with approximately 50 employees attending so far. There will be a process of the outcomes from these meetings. Using the town hall meetings format has worked well.</p> <p>There were also had two additional meetings with staff regarding the current events and the black lives matter movement. There were open conversations with staff and we plan on having more meetings on the subject. People are feeling comfortable to meet this way, as it's helpful to try to communicate with staff since we have lost the hallway/kitchen informal conversation options. As much as Zoom meetings are great, they are challenging in keeping any additional discussions outside the original subject.</p> <p>Mr. Hartman also asked Vermont Care Partners (VCP) and all Designated Agencies (DA) to follow up on statements on the matter, having in mind our roles in healthcare, education and law enforcement. The goal is to have a better conversation, and find ways to reach out to the local community. Also looking into ways to hire people, not only with equity in mind, but minority and/or people with disabilities.</p> <p>Mr. Ober asked if there is any opportunity for the agency to provide services to the police department. Mr. Hartman said that we have had great conversations with local law enforcement, and we intend to have additional discussions on their role and how to create solutions to our county, work done in the mental health field, social work versus police work. Mr. Hartman invited Ober to join future conversations.</p> <p>Mr. Hartman said that the statement shared with the board this week has been drafted by him, but also reviewed by senior leaders and executive assistant.</p> <p>Ms. Alice Norton, who has applied for the controller position, has been promoted and has shown a lot of initiative and leadership since.</p>		

The agency has posted and is in the process of interviewing for the Compliance Health and Safety Manager position. A lot of complexity has come with COVID19, for example, staff wanting to take vacation, leave the state, etc, making the safety piece very important and relevant.

A COVID Response Team was created among employees such as medical director, nurses and senior leaders. This team has been meeting weekly and created safety materials, helping staff transition to more contact with consumers.

Mr. Hartman pointed out that the CEO report included a piece on Annie Paumgarten's analysis on services offered and a comparison month-to-month, before the pandemic. It shows that we have been providing services via telehealth which sometimes exceed number of contacts than previous in-person services.

National Statistics in depression and anxiety are showing 15%-20% higher than usual. The agency continues to offer services to the community and now to cope with the stress caused by current events.

A group of managers in CYFS started a Parent Support Line, being available to the parents in the community through evenings from 3-9pm. The phone number has been shared broadly through the Family Center and other partners.

The Lamoille schools have fulfilled payments for contracted services for Behavior Interventionists (3 school districts) while other Vermont schools have refused to pay such services in full, and now both sides (schools and DAs) are lawyering up. We have one student that is from tuition from one of those outside districts and have not received payment for that specific student as of yet. Our districts are very positive, but this issue is creating disturbance in all over the state.

Mr. Feulner asked if the OSSU district has been difficult to deal with. Mr. Hartman said that the conversations with the OSSU district have been very positive. They have provided great endorsement of the quality of work they are getting; extremely positive of the impact of the work done by the agency; they came up with moneys to create packets for the kids in their districts for our team to put together; and we have had the work of project AWARE within that school system.

Mr. Hartman said that the staff gym at Harrel Street that has been closed since the beginning of the pandemic has been reopened this week with a set of rules created by the Covid Response Team.

	<p>The Unified Electronic Medical Records (UEMR) first review with Netsmart happened 2 weeks ago. They shared the system that has been created so far with 50 employees from all 4 agencies. LCMHS staff were very positive about the new program.</p> <p>Mr. Ober asked for an update on Genoa Pharmacy. Mr. Hartman said that the pharmacy has a new pharmacist Willis Breen (aka Bill) for the past 4 months. They have been operating, mailing and delivering prescriptions. They've helped the agency connect with vendors for Personal protective equipment (PPE). Bill has been engaged, have continuously filled people's prescriptions, and was able to wait for payments until the end of the month. The satisfaction level of consumers and staff have been in the 90s. Going quite well.</p> <p>Mr. Williams said that the Quality Improvement data looked good and he feels good about the efforts put forward with the measures.</p>		
<p>Financial update</p>	<p>Mr. Williams said that the current fiscal year ends on June 30th and that there will be a short-term year (aka skinny year) from July 1 through September 30th. After that, a new budget for the end of the fiscal year. The school's issue certainly will create some pretty challenging waters for Mr. Hartman and the team to navigate through.</p> <p>Mr. Williams gave an update on the financials since there is still a need of a board treasurer. He said that the agency shows a good cash position due to the receipt of the Paycheck Protection Program (PPP) funds. There is a fair amount of uncertainty as the Federal guidelines changes regarding the forgiveness of the loan.</p> <p>The agency was paid for Behavior Interventionists (BI) services and look stable until June 30th. However, going forward we are moving to a more uncertain environment. COVID19 full financial effects are still to be seen, but balance sheet shows strong at this point.</p> <p>The income statement shows a profit of \$184K year to date, but the majority of that is coming from cost savings due to a reduction of mileage reimbursement, and other small operation costs. There will possibly be adjustments as we move toward the end of the year.</p> <p>Mr. Hartman said that starting in July, once we start children's summer programing, we will see mileage reimbursements going up with transport of children.</p> <p>Mr. Williams asked if there were any questions regarding the financials. No questions were asked.</p>		

State House Update	<p>Mr. Troiano gave an update on COVID19 funds passed by the House of Representatives, as well as funds for After school programs, suicide prevention, food insecurity, and homelessness.</p> <p>More details can be found on the House of Representatives webpage. Link to document: https://legislature.vermont.gov/Documents/2020/Docs/BILLS/H-0965/H-0965%20As%20Introduced.pdf</p>		
Treasurer Position	<p>Mr. Williams invited board members interested in the position to join the next Finance Committee Meeting.</p> <p>Meeting occurs monthly at 4pm on the Monday before the Board Meeting.</p>		
New member	<p>Mr. Williams asked Mr. Jandreau about his opinion regarding the board meeting, and if he still has interest in joining the board, and possibly become the board treasurer.</p> <p>Mr. Jandreau said that he believes that joining the board would be a good fit for him, however he was concerned that being a treasurer could conflict with the position he holds at Union Bank.</p> <p>Ms. Madden made a motion to accept Mr. Jandreau as a member of LCMHS Board of Directors. Ms. Lewis seconded the motion. All approved.</p>	<p>By unanimous vote Mr. Luke Jandreau has been accepted to the LCMHS board as a member.</p>	
New business	<p>Mr. Feulner asked how many board members there are currently. Ms. Swenson said that there are 11 members with the addition of Mr. Jandreau.</p> <p>Mr. Feulner said that it would be nice to include someone from a minority or black community to the board. He asked permission to reach out to Ms. Saudia Lamont, previous board member, and check if she would be willing to rejoin the board. All members agree with the idea.</p>		
Review plan/agenda for next meeting	<p>Mr. Williams suggested the board meetings continue virtually as they have been working well in the current situation.</p>		

Adjourn	Mr. Troiano moved the motion to adjourn the meeting. Mr. Feulner seconded the motion. All approved.	By unanimous vote, the meeting was adjourned at 6:20pm.	
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