

LCMHS Board of Directors Meeting Minutes

Date: July 21, 2021

Start time: 5:00pm

Adjourned: 6:33pm

Board Members: Mike Feulner, Sharon Menard, MaryAnne Lewis, Luke Jandreau, Fred Ober, Polly Manosh, Zach Williams, Saudia Lamont

Absent: Chip Troiano

Staff: Michael Hartman, Robyn Daley, Kathy Curran, Jennifer Stratton, Bryanne Castle, Jim Heath

Notes: Luciana Swenson

Topic	Discussion	Action	Person Responsible
Introductions	Introductions were made.		
Approval of minutes	Ms. Menard made the motion to accept the minutes from June 2021 as presented. Mr. Jandreau seconded the motion. All approved.	By unanimous vote the minutes of June were approved.	
Golf Tournament Updates	<p>Ms. Manosh said that at this time there are 72 confirmed players. She said we will need help from board members the day of the event for:</p> <ul style="list-style-type: none"> • Check-in • 2 volunteers (witnesses for hole in one by hole 3 and 9) – need to measure 160 ft from tee to where they start in order to qualify • 2 volunteers to keep flow moving • Photographer <p>Lamoille Valley Ford (LVF) will provide a packet for a possible “hole in one” winner with a 2-year lease Ford Escape prize. Board president needs to sign an affidavit from LVF.</p> <p>Ms. Menard and Mr. Williams volunteered to be there. Mr. Feulner will also be present. Ms. Lewis can go after breakfast service at her Inn. Ms. Manosh will ask a friend, who is a Pro, to help the day of the event and with rules announcements at the beginning of the play. She will ask the club staff to help tallying the scores of all teams during lunch, but might need an extra person.</p> <p>Ms. Manosh will be there at 7:30am, when registrations start. Signs are being done for sponsors. There are 2 gold sponsors and several donations, approximately 20, for raffles that will cost \$25 for 10 tickets. There will be a BBQ (hopefully at 1pm) and awards will be presented.</p>		

	<p>Mr. Feulner said that each packet for players will have a LCMHS brochure.</p> <p>If it rains, all go inside, leaving the balls where they lay, and return once rain stops.</p> <p>Volunteers should meet at the club on August 3rd to review plan.</p>		
CEO Report	<p>Mr. Hartman presented the CEO report. The consumer services numbers were not available on the report, but he said that school programs are on hold due to school vacation. There are 10 to 12 individuals starting at LCMHS with orientation early August that will be covering school positions. There have been challenges on the Developmental Services side with staffing service coordinators.</p> <p>There has been an increase of 300% increase of emergency services from the previous year, and a difficult last 60 days for that team. There have also been challenges with adult behavioral health services and staffing, with increase in services.</p> <p>Another area with significant challenges are the residential programs, Copley House and Johnson Group Home where staff are working 50% and managers working 70% of their time overtime, hitting a critical emergency situation on staffing. We have hired an additional part time HR employee to support hiring and advertisement of open positions. We have advertised in radio, have purchased sandwich boards to place in front of our offices and continue to look into other options. These hiring challenges are not unique to us, partners and other agencies/businesses in Vermont are finding the same challenges.</p> <p>Mr. Heath said that at the CFO meeting one of the DAs shared that they had to close one of their program due to lack of staff to run it.</p> <p>Mr. Jandreau asked if we have a candidate referral program. Mr. Hartman said that yes, and in June we have increased the incentive from \$100 to \$250 for a candidate referral from a current employee.</p> <p>Mr. Jandreau asked, in worst case scenario, which program would be the first to be removed from LCMHS. Mr. Hartman said that we would still try to serve all consumers we are serving. We are not in a place that we can't serve the community, but staff is</p>		

	<p>making a lot of sacrifices to maintain these services. Possibly the worst case scenario would be combine residences, moving clients to one home, instead of having them in 2, but we are not looking into this.</p> <p>We were able to hire a couple of part time employees within our emergency team.</p> <p>The concern is that our inflow of new staff is lower than in the past, while the outflow is the same we've had.</p> <p>Mr. Feulner asked if this changes the conversation regarding the DS Transitional House. Mr. Hartman said that DAIL requested to delay opening the house due to their difficulties in hiring a new director. This will hopefully give us more time to hire staff. There are other factors that might affect the hiring (ie. Covid Delta variant). In regards of the property, we have received the survey back, with a slightly lower acreage, and the environmental review showed that the property is clean. We are pressing forward to finalize the purchase. The property in Hyde Park (Kristi Lane) was evaluated for approximately \$55K.</p> <p>There are some incentives (ie. sign up bonuses) that cannot be given without a discussion with the Union. We are also looking into lowering the minimum requirement for some positions, when possible.</p> <p>Mr. Hartman said that there is a very good sense of collaboration in all departments/partners, with great support from the police department and a mental health crisis person working within the police force.</p>		
<p>Finance Committee</p>	<p>Mr. Feulner asked the committee to briefly summarize the meeting with Stacie Fagan from the Vermont Community Foundation.</p> <p>Mr. Heath said that Ms. Fagan presented the foundation and their investment company, focused mostly in non-profit. The presentation was well done and we are going to look into other options.</p> <p>Mr. Williams said that it was recommended that the agency has an investment policy in place to make sure our investment portfolio achieves the agency's objectives. Part of the discussion of the committee is the type of investments we are willing to do, and risks. There are opportunities to make conservative and appropriate investments for the agency.</p>		

	<p>Ms. Manosh said that she supports the Community foundation, as she has had success with it.</p> <p>Mr. Jandreau said he will review the investment opportunities and will get back to Mr. Williams.</p>		
Equity & Diversity Committee	<p>Ms. Lewis said that the committee meeting from June had recommendation of tentative speaker for the board training.</p> <p>Next committee meeting will be on 7/22.</p>		
Next Meeting	<p>Mr. Feulner shared a few items to be discussed in August:</p> <ul style="list-style-type: none"> • Update on DS Transitional House • Agency Review Report • Golf Tournament Overview • Update on HR challenges • Investment policy from Finance committee • Recruitment of board members <p>Mr. Jandreau asked for a copy of the organizational chart of the agency.</p>	<p>Ms. Soares to email org charts to board members.</p>	
Adjourn	<p>Mr. Ober made the motion to adjourn the meeting. Ms. Lewis seconded the motion. All approved.</p> <p>The meeting was adjourned at 6:33pm.</p>		