

LCMHS Board of Directors Meeting Minutes

Date: May 19, 2021

Start time: 5:00pm
Adjourned: 6:15pm

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

Absent: Chip Troiano, Zach Williams, Sharon Menard

Staff: Michael Hartman, Jim Heath, Amy Fitzgerald, Kathy Curran

Guest: Brittany Rhoads

Notes: Luciana Swenson

| Topic | Discussion | Action | Person Responsible |
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| Introductions | Mr. Hartman introduced Ms. Curran, new Developmental Service Director. | | |
| Approval of minutes | Mr. Ober made the motion to accept the minutes from April 2021 as presented. Mr. Jandreau seconded the motion. All approved. Mr. Feulner thanked Sherry Jones for her presentation of DS Supported Employment. | By unanimous vote the minutes of April were approved. | |
| Human Resources Presentation by Amy Fitzgerald | Ms. Fitzgerald gave an overview of LCMHS Human Resources processes in recruitment, hiring and employee support. | | |
| CEO Report | Mr. Hartman asked if there were any question regarding the CEO report. May is Mental Health Month and we are doing activities for the month. Screened the documentary "Angst" and continue a presentation on WLVB radio weekly sharing information about our services with the community. We are having a demand for services and it can become challenging, especially around CAMS - Collaborative Assessment and Management of Suicidality. We are working with Behavioral Health and Wellness to identify openings to move people that need services/space. Recruitment is difficult in all DAs, as demand of services is increasing. We sent an application for the transition program for DS consumers through Vermont Care Partners. We are strong in the running, and even though it will be a big challenge (ie. recruiting) it will be a great support and help create more room within the DS | | |

division for more appropriate services. GMSS-Green Mountain Support Services also applied and we expect to have 2 beds for each agency.

There are several grants coming out and we are hoping to apply for them and hiring staff to create a psychiatric support for children and families for immediate services (one for inpatient/crisis beds for children and another for day-long supports). Also going to take advantage of another proposal for an imbedded mental health crisis specialist in Morrisville/Stowe police department.

The auditors found that we missed an appropriation of \$100K and will be receiving that in the near future.

Grant total of services provided on the report are not individual people, but services. We are seeing shifts as we hired 2 case managers in the Adult side and there are rapid changes.

We are following different strategies for recruitment. In addition to the salary increase we are advertising the agency.

In general, the state of the agency is getting better. People are feeling positive with the long overdue raises, but are also exhausted. It's a resilient group, and it's getting thin. Hoping to get staff to take time off and recover. We have increased the length of time of vacation cut off, so staff can use the time without losing it.

Ms. Lewis asked how many employees are vaccinated, and what are the expectations/policies for staff. Mr. Hartman said that approximately 70%. Since we must follow state/CDC guidelines and they are different for schools, residences, healthcare, we have challenges in making any big changes as we must follow each department requirements.

Ms. Rhoads said that working with management for the Collective Bargaining Agreement this year was a wonderful experience, the salary adjustment was fair and well received, and she feels we are in a good place.

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| Golf Tournament Update | <p>Ms. Manosh said that she has approximately \$5K in committed sponsorship, 46 players signed up, and expects 24 more players.</p> <p>Mr. Feulner would like to allocate time next meeting to have a list of volunteering and work needed for the event.</p> | | |
| Equity & Diversity Committee | <p>Ms. Lamont said that the work being done and resources shared by the Equity & Diversity Committee is really good and it should be shared with board members and our consumers.</p> <p>Ms. Lewis said she was impressed with the diversity of the committee and the changes being done at the agency (ie. all gender restrooms, pronoun welcome sign at the front entrance). Ms. Lewis suggested a meeting with Mr. Feulner to develop a plan for the board.</p> | | |
| New Business | Mr. Feulner asked everyone to make sure they ask questions and pause him if anything is being missed or discussion need to be | | |
| Adjourn | Ms. Lewis made the motion to move to an executive session, seconded by Ms. Lamont. | By unanimous vote, the meeting went into an executive session at 6:15pm. | |
| Executive Session (notes by Ms. Mary Anne Lewis) | <p>The Board moved into Executive Session at 6:16 p.m. and moved out of at 6:38 p.m. Michael Hartmann and Jim Heath were present for this discussion. The Board unanimously approved a motion to approve a one-time bonus as follows: (the motion was made by Fred Ober and seconded by Mary Anne Lewis)</p> <p>\$1000 to CBA and Managers \$2000 to Senior Leadership Team Management \$3000 to Medical Professional Mark McGee</p> <p>The above is to be distributed during this calendar year.</p> <p>The Board then moved back into Executive Session at 6:45 p.m. (Michael Hartmann and Jim Heath were not present for this meeting.) The Board moved out of Executive Session at 6:47 p.m.</p> | By unanimous vote one-time bonuses were approved as noted. | |

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| | <p>The Board unanimously approved a motion for a one-time bonus for Michael Hartmann, CEO, of \$5000 for his dedication and hard work to the agency, with additional acknowledgement of an exceptional job during a pandemic year. The motion was made by Saudia Lamont and seconded by Luke Jandreau.</p> <p>Meeting was adjourned at 6:53 p.m.</p> <p>Respectfully submitted, Mary Anne Lewis Board Secretary</p> | <p>By unanimous vote one-time bonus was approved as noted.</p> | |
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