

## LCMH Board of Directors Meeting Minutes

Date: 07.05.2018

Start time: 12:04 pm

Adjourned: 12:57 pm

Board Members: Zach Williams, Fred Ober, Fein Rosenblum, Savi Van Sluytman, Chip Troiano, Mary Anne Lewis, Sharon Menard

Absent: Bev Allen, Michele Whitmore, Karen Carlson, Dot Reeve

Staff: Christina Glowac, Savi Van Sluytman, Robyn Daley, Denis Houle, Sean Thomson, Jennifer Stratton, Michael Hartman, Bill Frattini, Ginny Havemeyer

Notes: Luciana Swenson

Guest: Sarah Williams

Topic	Discussion	Action	Person Responsible
1. Introductions	Introductions were made.		
2. CEO Report	<p>Ms. Van Sluytman presented the CEO report.</p> <p>Ms. Van Sluytman: waiting on clarification from Department of Mental Health (DMH) on this year's budget. It will be based on our cap percentage. There is an extension of the current budget until mid-July.</p> <p>The negotiations with the union are done. Next steps are to put them on paper and get them signed, which we expect to do soon. This will be a three-year contract with the agreement of wage openers based on the confirmed budget. A range of salaries proposed by the union has been agreed upon.</p> <p>Mr. Williams: asked for board education on Collective Bargaining Agreement (CBA).</p> <p>A shout out to Karen Carson for</p>		

the donation made by Union Bank in her name. Union Bank donated \$1,500 in the lieu of a retirement party for Ms. Carlson.

Mr. Williams: Ms. Carlson recommended Ms. Anna Black (attorney) from Stowe to join the board.

Ms. Van Sluytman: Tomorrow 7/6 is staff development day and the agency will be closed.

Mr. Thomson: Updated the group on Unified Electronic Medical Records (UEMR). Four agencies will be joining the team LCMHS, United Counseling Services (UCS), Washington County Mental Health Services (WCMHS), and Northwestern Counseling and Support Services (NCSS). Howard center decided to go with Credible on their own. The 4 designated agencies (Das) have signed agreement letters. Next steps: contract negotiation phase.

Hope to start the configuration design and gap analyzes this fall.

Mr. Hartman: Mr. Thomson and I went to Kansas city to visit agencies that are working together with Netsmart. Received a very positive report on Netsmart and their health module. We feel like we are on the right track to make our care work better with the technology used.

Ms. Van Sluytman: another team from the DAs went to Colorado to visit other agencies and learn about their tech and they also

	came back with great feedback.		
3. Finance Committee	<p>Mr. Ober: We are close to \$74K in the hole and we have hit our caps. On the income side of the ledger we are doing all we can. During the committee meeting we had a discussion on the reasons other agencies are paying more than we are; and that even though we are smaller, we still need the same amount of administrative staff as other agencies.</p> <p>Mr. Williams: the committee will be having health insurance discussions, and will be trying to explore different options. We've also discussed pension plan, controls and board oversight. We will put together a document to outline the controls for the pension. The final budget is pending guidance from DMH.</p>		
4. Governance Committee	<p>Ms. Menard: The team went through the articles of Administration and the bylaws. We will also be looking into LCMHS mission and vision, and hope to bring a few revisions next meeting.</p>		
5. Community Engagement Committee	<p>Ms. Swenson said that the team discussed four main topics for the committee:</p> <ol style="list-style-type: none"> <li>1) Fundraising: the creation of a fundraising plan and calendar, while being mindful of the county's calendar.</li> </ol>		

	<p>2) Communications plan, and ways to share information with the community about the fundraising efforts we undertake. Also where we are and plans for the future and where we hope to go with donations, as we send postcards at the end of the fiscal year.</p> <p>3) Advocacy within the community, sharing our stories with the public and with the Legislature. Recruiting and developing our board.</p> <p>4) Public engagement</p> <p>Have been working with the children’s program on the playground project. Plan on having a community service day to build it, and have sent a press release requesting the donation of items and volunteers. Menard Agway will be donating the sand.</p> <p>The Sensory Team had a float on the 4<sup>th</sup> of July parade, pictures are posted on our Facebook page, and we are promoting a 50/50 raffle at the staff development day tomorrow that will benefit the sensory room fundraiser.</p>		
<p>6. CRT Standing Committee</p>	<p>Mr. Hartman: during the meeting we discussed the UEMR and have been trying to keep the committee informed on payment reform.</p> <p>The group is welcoming the idea of “Adult Mental Health” as a whole, other than Community</p>		

	<p>Rehabilitation Treatment (CRT) and Adult Outpatient (AOP) as separate areas.</p> <p>Discussed the Zero Suicide piece, in which we got a grant from United Way to pay for training for community providers. We will bring Behavioral Health, Copley Hospital, and a few private providers to receive the training on suicide risk. Plan to start in October.</p> <p>The team is very positive about the Genoa Pharmacy on site. During the visit to Kansas City we also learned that they've been using Genoa for 2 years and have been very successful on providing medication on site. We expect the pharmacy to be ready by mid-to-end of August.</p>		
<p>7. CYFS Standing Committee</p>	<p>Ms. Daley: End of school year was very overwhelming. We still need to hire a few positions, but Redwood is fully staffed as of today. We've been working on parent recruitment for the committee.</p> <p>The group discussed UEMR, Center of Excellence and payment reform.</p> <p>Kids' day was very successful this year. 25 children attended.</p> <p>The committee is looking for more training for themselves and the community.</p>		

8. Development Services Standing Committee	<p>Ms. Stratton: We are one of 5 agencies that participated on the National Conference in AL in June. We lead a workshop on nutrition.</p> <p>We are short staffed on the service coordinator level, which is concerning. We had applicants but the pay is low. Additional cases are being distributed between current staff.</p> <p>Department of Vermont Health Access (DVHA) has hired Burns and Associates to come into this state and do a provider survey that will help inform the new payment structure. States have had mixed reviews of the work they have done. In most states they have slashed budgets. We have a month to complete the survey, which is unrealistic.</p>		
9. New business	No new business		
10. Old business	No old business		
11. Approval of the minutes	Mr. Ober moved the motion to approve the minutes from the June meeting. Ms. Lewis seconded the motion. All approved.	<b>By unanimous vote, the minutes of June meeting were approved.</b>	
12. Resignation of Vice-President	Mr. Williams: looking for a member to join the Finance and the Governance committee. It could be an interim basis to take the treasure's position, as we look to recommend Mr. Ober for the Vice-President position.		
13. Other discussion	Mr. Troiano gave a brief update on the discussions and resolutions from the House of Representatives.		

14. Adjourn	<p>Mr. Ober moved the motion to adjourn the meeting. Ms. Lewis seconded the motion. All approved.</p> <p>Board members went to Oasis House for a tour.</p>		
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