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| LCMHS Board Minutes |
| Date  | January 15, 2025 |
| Time  | 5:00 pm |
| Meeting called to order by  | Mike Feulner  |
| Meeting Adjourned | 6:24 pm |

## In attendance

Board: Mike Feulner, Susan Kimmerly, Cindy Morin, Geoff Lindemer, Mary Anne Lewis, Zach Williams

LCMHS Staff: Jennifer Stratton, Robyn Daley, Meg Bickerstaff, Derek Hoy, Amy Fitzgerald, Katy Kuchta

Notes: Emily Roemer

## Introductions

* None needed

## Motion to approve meeting minutes from December

FIRST: Mike Feulner

SECOND: Cindy Morin

DISCUSSION: correct Hess Harden’s title and a grammar error in the finance section

APPROVED: unanimously approved

## CEO Report

* Switching to Paycom as main recruiting platform. Indeed is getting complicated to use due to search terms and sponsored post requirement.
* Kudos to Mary Anne for supporting the Staff Gift Drive.
* We no longer have a grant manager. Derek is supporting the current grants and monitoring for new grant opportunities. The Department of Justice grant was awarded to us but we have not accepted yet as we are working to ensure compliance with those grant requirements. Geoff suggested Sarah Henshaw who may be able to contract for some grant needs. We are also exploring contracting with Chrissy H. We still have about $86,000 to spend on an ADA van and potentially adding an additional vehicle under that grant.
* Provided Copley Hospital with an updated MOU regarding emergency services. We have been providing services that weren’t covered under the bundle and noted that we would need a contract to provide those services. Discussions are ongoing.
* Meeting with Sheriff Roger Marcoux and representative from the Morrisville Police Department. We have been doing public inebriate assessments without a contract (they were previously covered under ASAP). Roger noted that if DMH cannot provide payment for those services, the sheriff office will. Roger noted that they utilized the ASAP bed and it would be great to have it back while understand that the staffing that program is not feasible at this time. Until staffing is available, he would appreciate having a way to have assessments locally.
* The audit is ongoing. All information has been submitted and are asking questions as needed.
* Looking to pay down the balance with Aris. At the beginning of last year, that balance was about $700,000. We are looking into options. If we chose a one-time special payment, it would require a corrective action plan. ARIS’s operations are being affected. DAIL has agreed to pay for ITS legal expenses and are discussing additional payments for ITS services going to the ARIS balance. These circumstances could appear on the most current audit report.
* Redwood hired 2 new Behavior Interventionists, the first new hires for that position since summer.
* Staff is reviewing the school-based programming due to some potential payment changes from the state.
* Ember, Director of Emergency Services, has resigned.
* Oasis is struggling with staffing. Kudos for Alex Leveille for covering some hard to fill shifts.
* Reviewing Wellness Center programming, anticipating some changes with upcoming payment reform.
* DS has 2 potential candidates for coordinator and has hired a couple new CIS staff.
* Legislative sessions started last week. It will probably be an intense year. Bill H13 is looking at Medicaid payment structure to determine increases in payment. The sponsor has a history of working in DS and a good understanding of the whole system of care.

## Finance Report

* No finance committee was held this month due to the Monday holiday.
* It’s common for the profit margin to dip in the summer and rise as the year progresses.
* Based on current available data, there were net gains in October, November and December.
* There is about a $1 million expected coming in and it will be used to project what we can pay of outstanding balances for ARIS and other payments due while covering normal operating costs. Thankfully, the agency doesn’t have a lot of debt outside of vendors in the DA system.
* There’s about $250,000 in the investment account. The bank doesn’t allow the AR from the government to be used to secure a line of credit.
* Health insurance savings are not evident yet. There is additional funding coming in from DAIL as well. Derek is interested in seeing how the next few months play out. It could be worth looking at other assets to pay off outstanding debt.
* How do inclement weather closures affect budget? A lot of services continue (MCT, Residential Houses, etc.). Our hybrid work policies and systems allow a lot of staff to work from home. There are a few days built into school-based contracts to accommodate closures. DAIL and DMH have different guidance for when clients are sick.
* For client illness, some waivers/payments must be suspended immediately upon illness, others allow for a number of sick days before the funding would be suspended.
* EPIC utilization was low in December. Many of the referrals come from school and there was school vacation in December.
* Kudos to Derek, Jennifer, and the finance team on the work they’ve been doing. They are the right people for this scenario. It’s been incredibly stressful for the senior leadership team, and they are managing well.

## Committee Reports

* Mental Health – no meeting in December
* DS – no meeting in December

## NEW Business/old business

* ITS Cost center – we are preparing to ask for additional funding. Katy is recruiting staff to alleviate the need for contracted staff and lower that expense.
* We are working with DAIL on renting the Johnson ITS house so it can be utilized for its intended purpose. NCSS is looking to rent the space for ITS programming. An independent relator is looking at the market rate to provide rent amount to alleviate any conflict of interest between NCSS and LCMHS.
* Board Member Recruiting – Cindy was unable to meet with the candidate due to illness. Jennifer spoke with the candidate. She had relevant experience, and Jennifer was transparent about the agency. Jennifer followed up via email and there has been no response yet. There is a second candidate as well. Cindy will follow up with both. There is also the potential for a former board member to return. There is a recommendation for a member in the banking community – Geoff to follow up, Mary Anne knows the person and supports the recommendation.
* Mary Anne and Zach are willing to stay on the board. Mary Anne to follow up with Chip.
* Michael and Jennifer attended a board training at NCSS led by Shareen Hart. A key take away was the need to create guidelines for our meetings and compliance with open meeting standards. The master grant requires annual training for board members. This training took about 90 minutes.

## Motion to reinstate sharon menard as a member of the LCMHS board

* FIRST: Mary Anne Lewis
* SECOND: Mike Feulner
* DISCUSSION: Her experience with the sheriff’s office and experience on the board will be an asset to the agency and board.
* APPROVED: unanimously approved

## new/old business

* Board member recruitment – There were discussions with a representative from the banking realm, but it did not work out with that candidate
* Upcoming meeting goals:
	+ February – review financial status; James presenting survey results.
	+ March – new board members
	+ Re-engaging strategic planning.
* Emily to send new bylaws to members.

## Next meeting(s)

* February 19th, 2025
* March 19th, 2025
* April 16th, 2025
* May 21st, 2025
* June 18th, 2025