

LCMHS Board of Directors Meeting Minutes

Date: May 20, 2020

Start time: 5:00 pm

Adjourned: 6:39 pm

Board Members: Zach Williams, Fred Ober, Mike Feulner, Michael Hartman, Dot Reeve, MaryAnne Lewis, Polly Manosh, Stacey Madden, Chip Troiano, Stephanie Thompson

Absent: Sharon Menard

Staff: Jennifer Stratton, Anne Paumgarten

Guests: Brittany Rhoads

Notes: Luciana Swenson

Topic	Discussion	Action	Person Responsible
Introductions	Introductions were done.		
Approval of minutes	<p>The board reviewed the meeting notes from April 2020.</p> <p>Ms. Lewis moved the motion to approve the minutes from April 2020. Mr. Ober seconded the motion. All approved.</p>	By unanimous vote the minutes of April were approved.	
Presentation	<p>Ms. Paumgarten presented the results and graphs on questions related to benefits of the staff survey from the Fall of 2019.</p> <p>The group discussed the agency's health insurance costs and the relation to pay increases.</p> <p>Mr. Hartman said that during the COVID-19 discussions the argument on direct staff pay, comparing the DA versus the State employees' pays there was an acknowledgement by the state on the discrepancy of DA staff being underpaid 24% less than State staff. This represent, for the first time in memory, that the state has clearly agreed the discrepancy is a tangible number.</p>		
Agency updates	<p>Mr. Hartman presented the CEO report. He shared about the article written by School Based Coordinator Katina Idol (add link here), and said that some of the school based services provided by the agency are at risk as the Agency of Education and school districts not agreeing with the current payment rate of the services provided, and pay for the actual time of support being given to students. That reduction could even be pro-active to March 18th, affecting the behavior interventionists who</p>		

provide support/work. This would be a tremendous financial pressure to the agency, as we do not have a plan to absorb not having the income from those programs to maintain those positions.

The school-based clinician work, however, is still being utilized. This risk has posed the question of whether furloughs or layoffs will need to occur, thus Jennifer met with the union president to inform them of our concerns.

There are challenges on DS shared living providers' payment, as we were short \$10,500 for the service, received \$65,000. These were paid up to June 30th and we don't have any information on what happens after that date.

The PPP dollars that were retained are available for the purpose the loan was taken, forms will have to be filled out after June 4th, and we will know if it will have to be paid back or not. If the agency ended up not receiving a loan forgiveness the payback commitment will be \$130,000/month for 2 years. Mr. Williams said that according to all the documentation on the PPP the good faith and clear reporting of the agency leads him to believe the loan would be forgiven.

Mr. Hartman will keep the board updated on the calls/meetings and the decisions being made from DAIL/DMH.

Mr. Williams said that the hiring of Patta Boyer as the HR Director is good news, and that brings excitement. Mr. Williams asked about the status of the CFO position. Mr. Hartman said that we had a great candidate that seems a good fit and we hope to have good news in the near future.

Mr. Hartman said that we are looking at a Compliance and Safety Manager position that focuses on HIPAA education, Corporate Compliance issues and Safety issues, as there have been a lot of need in policies for the new work environment related to the COVID19 pandemic. As the agency opens up more and we receive consumers and staff back, we need the support in this area. We hope to cover the cost of the position with a grant.

Financial update	<p>Mr. Williams said that overall the financials look in good shape. Mr. Hartman said that we continue to be stable with consumer contacts for 90-95% of our consumers across all programs, though the duration of each contact has decreased, especially in CYFS and DS programs. The loan is helping to maintain stability given the constant changes of policies and payment agreements under Covid.</p> <p>We still receive some small amounts of money from Vermont Community Fund, Medicare, Medicaid around the ABA program reimbursement, and some additional reimbursements from the State, and local and statewide funders. The amounts have varied and are valued between \$2,500 and \$10,000. Those are helping to keep the agency moving forward.</p>		
New Business	<p>Mr. Williams said that Ms. Thompson has accepted a new position out of state and has presented her resignation from the board and as the board treasurer.</p>		<p>Ms. Swenson to add the topic of electing a new treasurer.</p>
Review plan/agenda for next meeting	<p>Mr. Williams said that for the next meeting the group should continue to review the updates, and if any new topic surfaces that the members reach out to Ms. Swenson.</p> <p>Mr. Hartman asked board members to reach out to him if there were any questions of any of the current events, or to provide feedback, to contact him anytime.</p>		
Adjourn	<p>Mr. Feulner moved the motion to adjourn the meeting. Ms. Madden seconded the motion. All approved.</p>	<p>By unanimous vote, the meeting was adjourned at 6:39pm.</p>	