

LCMH Board of Directors Meeting Minutes

Date: 02/16/2022

Start time: 5:04p.m.

Adjourned: 6:34p.m.

Board Members: Luke Jandreau, Zach Williams, Fred Ober, Mary Anne Lewis, Michael Feulner, Cindy Morin, Saudia LaMont, Polly Manosh

Absent: Chip Troiano, Sharon Menard

Staff: Michael Hartman, Bryanne Castle, Judy Rex, Jennifer Stratton, Jim Heath, Anne Paumgarten, Robyn Daley

Guests: n/a

Notes: Luciana Soares

Topic	Discussion	Action	Person Responsible
Approval of minutes	Mr. Williams made the motion to approve minutes. Mr. Feulner seconded the motion. All approved.	By unanimous vote the minutes from the January meeting was approved.	
Presentation by Annie Paumgarten	Ms. Paumgarten presented the overview of the Staff Survey done in the Fall of 2021. Mr. Hartman said that staff seem tired of surveys, and email responses are also low. We have challenges to draw people to look at different communication tools.		
CEO Report	Mr. Hartman shared the CEO report. The Board Intranet is up and live. Login info was sent to each board member. We have formally completed our redesignation needs for DMH and DAIL. This gives us 2 years until the next process, an add-on to the designation to maintain the standards. Then in 2 more years, we will have another redesignation. We did well, not many changes were needed. Covid update: we had 8-10 more cases between staff, shared living providers and consumers. The pandemic continues to be concerning, as it sometimes the disease has come with symptoms and sickness. Mr. Hartman pointed out the packet and the liaison position between the hospital and LCMHS' agency. We are looking for a board member that		

	<p>wouldn't have an assignment within the board other than being part of both boards. They will be there to share the interests in both meetings.</p> <p>The survey results have been discussed. Mr. Hartman gave praise of the work done by Ms. Paumgarten and how appreciative we are of having her with the agency.</p> <p>Hiring is still a challenge. We are currently at 62 vacancies, while we were at 66 vacancies 6 weeks ago. We have hired staff but also have had people leave. Hopefully the salary increases coming up this pay period will help. Positions open are in the CEO report.</p> <p>We are also recruiting for nursing (CPS manager and psychotherapy nurse practitioner) as both in these positions are retiring in April and June this year.</p> <p>We have shared a list of trainings that staff is taking on Relias (online tool) but we will also be uploading our own trainings within the program.</p> <p>The Wellness committee has been doing excellent work and the agency has been awarded the Governors Worksite Wellness for 2021.</p> <p>There have been no new grievances in January.</p> <p>Ms. Morin asked if there were end interviews to staff leaving. Ms. Daley said that Human Resources did send end interviews.</p>		
<p>Finance committee</p>	<p>Mr. Heath said that there has been a substantial deficit for the end of December. The large deficit is due to a payout of 2 employees health benefit, and the unbudgeted item, \$1,500 retention bonus to all staff. Both added to \$300,000+ deficit.</p> <p>Operations have however been going well in comparison to the low rate of staffing. Staff have been putting additional hours to fill in the gaps of staffing.</p> <p>We will be offering a raise to staff to help with recruitment.</p> <p>Mr. Heath is working on the FY23 budget while waiting for Legislative decisions.</p>		

	<p>The investment account has gone down, as the market in general has. We have not lost much but the market can be volatile.</p> <p>We are still doing well with our cash flow.</p> <p>We have a piece of property on Kristi Lane, Hyde Park. The committee requested that the land is appraised so the sale could potentially offset the cost of the ITS Home built in Johnson.</p>		
Equity and Diversity Committee	<p>Ms. Lewis said that the committee is working on S.M.A.R.T. goals for their actions within the agency and community for this year, goals that are: Specific, Measurable, Achievable, Realistic, and Timely.</p> <p>Ms. Rex continues to help the group with a grant request for the board training. They shared a letter drafted to be sent to the Vermont Community Foundation requesting the grant. The board approved the letter.</p>		
Standing committee meetings	<p>Ms. LaMont said that the CYFS standing committee discussed Mental Health Advocacy Day. If any board member watches any part of the recording to make sure they watch the end, which was her takeaway.</p> <p>Ms. Castle that staff are helping across departments and working really hard to cover gaps. Bis have supported</p>		
New business	<p>Mr. Jandreau requested the meeting to be moved into an Executive Session. Ms. Ober moved to have the meeting into an Executive Session. Ms. Lewis seconded the motion. All approved.</p>	<p>Verify is there is a need to mention of subject or reasoning to go into Executive Session.</p> <p>By unanimous vote the meeting was moved into Executive Session at 6:34pm.</p>	