

LCMHS Board of Directors Meeting Minutes

Date: December 16, 2020

Start time: 5:04pm

Adjourned: 6:40pm

Board Members: Mike Feulner, MaryAnne Lewis, Luke Jandreau, Zach Williams, Fred Ober, Sharon Menard, Chip Troiano, Saudia Lamont

Absent: Polly Manosh

Staff: Michael Hartman, Jennifer Stratton, Jim Heath, Anne Paumgarten

Guests: Brittany Rhoads

Notes: Luciana Swenson

Topic	Discussion	Action	Person Responsible
Approval of minutes	Mr. Ober made the motion to approve the minutes from November 2020. Ms. Lewis seconded the motion. All approved.	By unanimous vote the minutes of November were approved.	
Presentation of 2020 Staff Survey	Ms. Paumgarten presented the 2020 Staff Survey data. Discussion followed.		
CEO Report	<p>Mr. Hartman presented the CEO report.</p> <p>Agency is changing insurance provider starting in January, now working with CBABlue. We expect less challenges than the ones we had with Cigna in 2020.</p> <p>Despite of the economy, vacancies have been difficult to fill. Actively using radio, online resources and local paper; multiple strategies.</p> <p>There are no stats due to new system, but expect data by the next board meeting. The new program, myAvatar, has had a very positive transition. Problems have not been unexpected. We are doing more services.</p> <p>Continue to have difficult challenges with Covid. Will start testing staff at the agency. DAIL will be funding testing for residential staff, and the agency will be paying for the test of all other employees that choose to do it. Results are back in 24 hours. We will also work with instant test (antigen test), however it is less accurate.</p> <p>Managers attended presentation on accountability, and plan on providing additional presentations to improve work environment.</p>		

Financial Report	<p>Mr. Feulner said that the children program has shown challenges with Covid and vacancies. The residential program has been able to reflect positive in revenue (and Covid-free). Based on the challenges we are up against the agency is in good shape.</p> <p>Mr. Heath said that the Federal funds received have stabilized our finances, as it is based on the past 3 years of the agency's operations. Grants, as well as the stabilization funds have been helping.</p> <p>We normally rely on the children's program and this year has been extremely challenging.</p> <p>Ms Stratton said that the constant changes on DAIL guidelines in billing have been producing challenges.</p> <p>Mr. Feulner said that the action by Unanimous Action to Approve the FY21 Budget has been approved with all board members signing it via e-signature earlier this month.</p> <p>Mr. Heath offered to answer any questions from the board of directors regarding the budget, to send him a direct email if something comes up.</p>		
IRS	<p>Mr. Feulner asked Mr. Hartman to explain the IRS issue to the board directors. Mr. Hartman said that the IRS sent a letter to the agency stating that the agency failed to enroll 4 employees with insurance coverage. The agency's attorney and auditors reviewed the claim and could not find the accuracy of the accusation, and the agency have contested it. IRS continues to demand payment for the supposed issue. An official process to contest the accusation has been started and the agency is still waiting for the appeal decision. This could be a long process.</p>		
Brick and Mortar Exercise	<p>Mr. Feulner said that the group should continue to have discussions on how the agency goes forward regarding space being used, and asked Mr. Hartman to summarize the issue. Mr. Hartman said that due to the changes on how work is being done during Covid, it is not clear on how things will look like after the pandemic. We have learned, however, that staff has been more productive and pleased with the flexibility. All this will need to be taken into account to make future decision. In addition, the building at Harrel Street is 60 years old and some of the repairs and renovations have not been done to completely fill the needs of the agency. (ex: roof replacement could cost between \$150-\$400K and will be necessary; the electrical system is good but other parts of the building are very outdated). In short, the building could become very expensive in the future, with no payoff to fix. It seems like an ideal time to start looking at issues in the building (have hired inspectors to walk through), and will be presenting the findings to the board.</p>		

<p>Standing Committees</p>	<p>Mr. Feulner asked if there were any questions on the meeting notes from then standing committee.</p> <p>No questions were asked.</p>		
<p>New/Old businesses</p>	<p>Mr. Feulner asked if there were any new or old businesses to be discussed. No discussion was requested.</p> <p>Mr. Feulner asked Mr. Hartman to share the board appreciation for all staff and the work done, and wished all happy holidays.</p> <p>Mr. Jandreau made the motion to adjourn the meeting, seconded by Ms. Lewis. Motion passed unanimously.</p>	<p>By unanimous vote, the meeting was adjourned at 6:40pm.</p>	