

LCMHS Board of Directors
Meeting Minutes
Date: 08.21.2019

Start time: 5:02 pm
Adjourned: 7:40 pm

Board Members: Dot Reeve, Chip Troiano, Fred Ober, Mike Feulner, Mary Anne Lewis, Stacey Madden, Stephanie Thomson, Zach Williams, Sharon Menard, Savi Van Sluytman
Absent: Saudia Lamont
Staff: Anne Paumgarten
Guest: Brittany Rhoads
Notes: Luciana Swenson

Topic	Discussion	Action	Person Responsible
1. Introductions	Introductions were made.		
2. Presentation	Anne Paumgarten presented the Staff Survey Analysis from previous years.		
3. Approval of Minutes	The board reviewed the meeting notes from July 2019. Mr. Feulner said he is interested in joining the Governance committee. Mr. Williams asked if there were any questions or corrections to the meeting notes. Mr. Feulner moved the motion to approve the minutes. Mr. Troiano seconded the motion. All approved.	By unanimous vote, the minutes of July meeting were approved.	
4. Resolution to add signer	Ms. Reeve moved the motion to add Patricia Pion as authorized signer of all LCMHS bank accounts. Mr. Ober seconded the motion. All approved.	By unanimous vote, Patricia Pion was added as LCMHS authorized signer of all LCMHS bank accounts.	
5. Resolution to amend Pension Plan	Mr. Williams explained the need for the pension plan amendment. Ms. Menard moved the motion to amend the plan under the terms of Rev Proc 2016-15 Appendix B Section 2.07(3) to correct the	By unanimous vote, the amendment of	

	operational failure of early inclusion of an otherwise eligible employee who has not completed the Plan's minimum service requirements. Ms. Lewis seconded the motion. All approved.	the pension plan was approved as noted.	
6. CEO Report	<p>Ms. Van Sluytman asked if there were any questions regarding the CEO report.</p> <p>Mr. Williams said that the agency's phone system is at the end of its life, and teleconference will come with phone system upgrade in the future.</p> <p>Mr. Troiano said that the meeting with Commissioner Squirrel was a good start to make a strong point on the allocation of funds. During the meeting they also discussed the Copley House situation with the number of consumers versus cost of running the facility. Ms. Van Sluytman said she is also going to meet Senator Westman to discuss the subject.</p>		
7. Finance Committee	<p>Mr. Ober said that this was his last report as the chair of the finance committee. He nominated Ms. Thomson as the treasurer.</p> <p>Mr. Ober moved the motion to approve Stephanie Thomson as the treasurer of the board. Mr. Troiano seconded the motion. All approved.</p> <p>Mr. Ober proceeded presenting the finance report. He said that he was not sure if the numbers were correct, but the agency shows a negative \$19K.</p> <p>Ms. Van Sluytman said that the costs with the Unified Electronic Medical Records (UEMR) were being expensed instead of capitalized. By having it on the expense side of the balance sheet, the agency showed a huge loss. The mistake was corrected, and the amount moved under capital asset. The Developmental Services waiver spreadsheets are done monthly and rates change constantly, which</p>	By unanimous vote, Stephanie Thomson was approved as the treasurer of the board.	

	<p>affects the numbers of financials. The final Medicare reconciliation is pending, and the agency depends on the state on finalizing the accounts.</p> <p>The group also discussion the controller and the consultant roles for the agency, and that the finance audit is scheduled for the week of September 3rd.</p>		
8. Next meeting	<p>Add to the agenda for next meeting:</p> <ul style="list-style-type: none"> • conversation about the staff survey questions (30 min) • DA system Community Service Organization (CSO) presentation – one contract between all 16 agencies, similar to ACO for hospitals (30 min) – pending Simone Rueschemeyer’s availability 		
9. Executive Session	<p>Mr. Troiano moved the motion to move the meeting to an executive session. Ms. Reeve seconded the motion. All approved.</p>	<p>By unanimous vote, the meeting was moved to an executive session.</p>	