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| LCMHS Board Minutes |
| Date  | May 21, 2025 |
| Time  | 5:00pm |
| Meeting called to order by  | Susan Kimmerly |
| Meeting Adjourned | 6:09pm |

## In attendance

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

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

Notes: Emily Roemer

## Introductions

* Completed
* Make name cards for next meeting

## Motion to approve meeting minutes from April

FIRST: Mike Feulner

SECOND: Cindy Morin

DISCUSSION: none

APPROVED: unanimously approved; Mary Anne abstained

## CEO Report

* HR: The Richards Group was available in office for 401k planning and all their meeting times were filled.
* Operations: Kudos to all involved in the DS records upload for COI.
* Provider Agreement planning continues. There is a lot of unknown information still which is making planning. hard.
* We are over budget on contracted services. We are looking at needs assessment for psychiatry, considering the change in billing for that in DS.
* CYFS: All school-based clinician positions are filled. One position is being filled with 2 part time interns. Meg has been working on incorporating more interns. We have more clinical/therapist staff than case managers, which is new. Meeting case rate and EPIC staffing will be difficult over the summer due to family leave.
* Redwood is working through education reform to meet the needs in the schools. They are planning new programing on life skills building.
* Group home is still needing staff. We are working with Amergis to contract staff. After 6 months, they are eligible for hire. Other agencies have had good outcomes with that. MCT is also using Amergis staff, its going well.
* CRT enrollment and reassessments are complete. It was a big lift. Kudos to all.
* Interns are master’s level clinical mental health students. Most are from VT State, one is from an online program out of Maine. We provide oversight and reporting to the school. We will have 7 interns total, including one working at MCT/Oasis.
* DS: Benchmark and Columbus are the two COI entities. Consumers must make a choice, if not, they will be assigned. This should be completed by the end of June. We are looking at updating job descriptions due to some services being completed by the COI entities.
* Sarah Shirley-Eldred, who has been with us for 13 years, retired for a week, but is coming back to do contract services for intake assessments.
* 2% increases have been cleared in the legislature. There may be further conversation in the fall should things change on the federal level. Two of our local representatives were very helpful in approving the increase to start in the summer, not fall.
* Two DA’s are losing director level staff to the COIs. Some agency representatives provided testimony on how this is stressing the DA system.
* VCP meetings are discussing eligibility changes to Medicaid. Completing enrollment twice a year, vs once a year would be a huge impact on clients and staff. Every area of housing has funding reductions starting in July. Mary Anne noted that her process with SSDI eligibility has been way more complicated than previous years. The work requirements being talked about would also be difficult for clients and staff.
* No changes in Marshfield. There is much more open discussion about the location of the programming. We no longer have a need for VCIN staff, which is saving about $60,000 per month, but contracted staff are still being used. Hopefully now that we have mapping complete in the finance systems, we will have more data to take to DAIL to renegotiate funding. LCMHS’s ITS house in Johnson was going to be rented by NCSS, but a DS client needed to use that space. We are staffing that programming with contract staff, including nursing. Katy is working with DAIL on funding.
* Oasis is up and running and staffed by LCMHS employees.

## Finance Report

* Kudos to the finance team for the audit being completed with no surprises. Management Letter from KBS is important to read as it notes the deficiencies in FY24, and most of those deficiencies have been addressed in the current fiscal year.
* Derek reviewed documents included in the board packet.
* There is $465,000 in “bad debt” from previous years’ service payments that are not collectable. It is an amount that really only exists on paper. This number should be much less next year.
* There has been great improvement in processing AP timely. Kudos to Derek on the progress made and establishing a path forward.
* With insurance rates increasing statewide, what is the plan for making that adjustment? It’s estimated that next year will be a 20% increase in insurance costs. Health insurance will be reviewed with the Union annual per the most recent contract. Jennifer, Derek and Amy are attending a statewide meeting in June with AHS addressing health insurance increases.
* Monthly projected revenue is performing to budget. Contracted staff and healthcare are over budget. More info will be available once numbers are available for January when the healthcare costs changed.
* The goal of closing the bank accounts below is to improve efficiency in fiscal processing. All money from closed account will go to the general LCMHS operating account. It will also save on service fees associated with some of these accounts.
* Cindy noted that the KBS letter says we do not comply with board member composition, but the further description seems to show that we comply. Jennifer agrees that admin rules say we need a majority, which we do have. Derek to follow up with KBS on updating the wording.

## Motion RelaTing to Union Bank Accounts

I, Geoffrey Lindemer, make a motion that LCMHS formally close the following bank and investment accounts and transfer the balances to the LCMHS Union Bank Main Operating Account ending in 4216:

* Community Bank NA ending in 3010 (Approximate Balance $14,000)
* Union Bank Sensory Account ending in 8148 (Approximate Balance $8,000)
* Union Bank Money Market Account ending in 6735 (Approximate Balance $71)
* Union Bank Investment Account (Exact Balance Transferred $210,097.78)

I, Mary Anne Lewis, Second.

DISCUSSION: none

APPROVED: unanimously approved; no abstentions

## Standing committee reports

* No discussion

## NEW Business/old business

* Saudia Lamont has submitted her resignation. Cindy received the email communication of the resignation, which was effective immediately upon receipt. We have appreciated Saudia’s participation on the board, her years of service and contributions made to the agency.
* Mary Anne to contact Chip regarding his leave from the board.
* Do we need a consumer on the board? We have in the past but have not had any success recruiting consumers. It would also be good to have a person with legal experience on the board.
* Org Chart: update org chart to be clearer to anyone who it is submitted to. No concerns with the actual organization and how the agency is running, just the visual presentation of the chart. Savi’s work is more internal with the LCMHS finance staff. Derek’s work is more external and managing our systems. Derek is attending local meetings representing LCMHS and NCSS. Derek is about 16 hours, and Savi is now 20 hours per week. Work with Derek, Savi and the NCSS team has been innovative and successful thus far.
* Board Tour: 2:30-4:30 June 18th. Geoff, Susan, Mary Anne, Sharon. Agenda will be sent.
* LACN – Walk – Saturday, June 28 at People’s Academy
* Lamoille Pride – Sunday, June 29th at Morristown Elementary
* Staff Development Day – Friday, August 22nd at main office.
* Derek presenting budget to the board next month.

## Next meeting(s)

* June 18th, 2025
* July 16th, 2025
* August 20th, 2025
* September 17th, 2025
* October 15th – Annual Meeting