|  |  |
| --- | --- |
| LCMHS Board Minutes | |
| Date | February 19, 2025 |
| Time | 5:00 pm |
| Meeting called to order by | Susan Kimmerly |
| Meeting Adjourned | 7 pm |

## In attendance

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

LCMHS Staff: Robyn Daley, Jennifer Stratton, Amy Fitzgerald, James Eby, Meg Bickerstaff

Notes: Emily Roemer

## Introductions

* None needed

## Motion to approve meeting minutes from January

FIRST: Mary Anne Lewis

SECOND: Mike Feulner

DISCUSSION: none

APPROVED: unanimously approved

## Staff Satisfaction Survey Results – James Eby

* Overview: Decline in overall response rate. Responses are still statistically significant. Same rate of response to open ended questions, no skipped Likert questions. Generally, the responses were less positive than last year. People do feel encouraged to problem solve or take advantage of opportunities.
* Open ended responses: 1/3 of responses mentioned pay, 1/3 mentioned insurance. There were positive mentions of teamwork and leadership.
* Noted: there are conflicting ideas about being short staffed and jobs being on the line. If the commenter was from DS, an explanation could be that there are a lot of state level changes in DS that are creating uncertainty in that department. There could be changes in pay rates for staff and changes in duties/job descriptions, however, there is not enough information from the state to get a good grasp on what could happen.
* The results are what leadership expected. The survey was completed during the changes in office arrangements and healthcare changes that are more of a burden on staff than previous plans were. Jennifer used some of the comments relating to healthcare in her recent testimony in the legislature. Turnover for this January as last January.
* H13 bill, which would review service rates in the DA system annually like the hospital system which would be a great service to the system. VCP is asking for a 6.2% increase while DAIL and DMH are requesting level funding. Anyone who can communicate with their local representatives in supporting increases is appreciated. Its difficult to boost moral at this point given the financial situation. We are doing our best to acknowledge the work that all staff are putting in. A lot of staff are willing to put in effort to get the agency into a better place.
* Board members are willing to attend any internal meetings where their presence may be appreciated.

## CEO Report

* HR: W2’s were successfully distributed. The health insurance changes were processed smoothly. Paycom transition is going well.
* Operations: There were successfully negotiations with Copley to cover some emergency services. The agreement will be revisited in a few months. TD Bank did not approve a line of credit, but they offered some other options as soon as we have additional months of gains. TD was not willing to consider the real estate to back a line of credit. Northfield Bank may be worth looking into for other options for line of credit. Private lenders could be an option as well. The need for a line of credit is largely due to the timing of payroll conflicting with the timing of scheduled payments received from state agencies like DAIL.
* The National Council had a seminar on the executive orders issued by the current administration. They noted a $3 billion cut in Medicaid funding. VCP is keeping an eye on anything that may affect the DA system. We are business as usual for now.
* Children’s made a few key hires and continue to work creatively with the school system for training offerings.
* ABH rallied to find a living solution for a client who was no longer funded in their current situation.
* DS is still processing payment reform and not much clarity on what changes to expect. In May, clients will have the opportunity to pick a case management entity, if they don’t choose, one will be chosen for them in June. As of March 1, VCIN will no longer be needed for staffing the ITS program.
* Legislative Update: Derek provided testimony in support for Success Beyond Six. DAIL requested funding to support the changes due to payment reform. The agency expects less payment for services once the reform is complete.

## Finance Report

* Geoff noted that there has been great progress, but still have a way to go.
* We have been paying some past bills. There is about $3 million in liabilities at this point. A large Medicaid payment is expected this Friday which should remedy some of the liabilities.
* The presented financial information is based on bank statements. It doesn’t take expected payments for services into account yet.
* Automations between Paycom, the general ledger and the medical record system is almost complete.
* We have 5-6 days of cash on hand. Goal is to have about 60 days of cash on hand.
* ARIS payback is ongoing. We are paying back $80,000 per week.
* The CMS Audit is ongoing. There is a bit more scrutiny this year than prior. Goal is to ensure that there isn’t anything LCMHS must pay back to the state. It is unlikely that LCMHS owes anything.
* The KBS audit is ongoing. All documentation has been provided. They are completing AR testing at this time. Goal is to have a draft by the end of March. This will play a big part in getting accurate financials ongoing.
* Derek is working on the budget projections for Oasis being used as a crisis program starting March 1.
* What are other agencies doing for fundraising? Is there a way for us to reach out to community members who may be willing to donate larger amounts? Other agencies do have donate buttons on websites, golf fundraisers, silent auctions, etc. Larger events are complicated on the accounting end because of needing to spend money to make money. You also have to consider if a donation is “restricted” and we would have to honor their preferred use of the funding and account for it.

## Standing committee reports

* DS did not have a meeting in January.
* For Mental Health: there has been an influx in participants, so they are reviewing the compensation guidelines to keep the budget similar to previous years.

## NEW Business/old business

* Restructuring: This should be financially neutral. The goal is to lessen the burden of supervision and respond to the varying payment reforms from the state. Jennifer currently supervises 12 people, Michael supervised 6. A “Chief Clinical & Quality Officer” position will be created. One focus would be on program development and increasing revenue. “Chief HR & Operations Officer” will also be created to streamline operations procedures.
  + Qualifications for Chief Clinical & Quality Officer? Candidates could be internal or external. The job description has not been created yet but there has been a lot of discussion. There is a concern that internal movement would create a loss of staff who currently provide clinical services. More information will be available in March.
  + Is there concern for what affect this will have on morale, especially considering the survey results? Yes, but there have been ongoing discussions about the financial situation and how restructuring could resolve this. There will be some who support this and some who don’t, like all changes.
  + Operational changes do not need to be brought to board, but per the provider agreement, the board does have to approve the salaries of any executive level positions.
  + Request for existing versus new org chart for next meeting.
* Strategic Planning – it would be good to recommit to this after the March restructuring discussion. There has not been a formal committee. Jennifer and Susan met with a few people who could host a strategic planning session but held off due to managing the financial concerns. It might be prudent to start from scratch.
* Upcoming meeting goals:
  + March – new board members
  + March – Re-engaging strategic planning.
  + March – restructuring

## Motion to enter executive session to discuss a contract

* FIRST: Mike Feulner
* SECOND: Mary Anne Lewis
* DISCUSSION: none.
* APPROVED: unanimously approved
* The board made a motion that was passed by unanimous vote to enter executive session. The motion made in open session, named CEO compensation for discussion.
* The board went into executive session at 6:34 pm
* A quorum was reached with Susan Kimmerly, Mike Feulner, Geoff Lindemer, Mary Anne Lewis, Zach Williams, Sharon Menard and Cindy Morin in attendance.
* A motion was made and unanimously approved to exit executive session at 6:53 pm. The General Board meeting resumed at 6:54 pm.
* A motion was made by Zach Williams to increase CEO compensation in line with the COLA received by other employees of the agency. Authority delegated to Susan Kimmerly to communicate to the CEO and HR. The motion was seconded by Geoff Lindemer and approved with unanimous vote.
* The general Board meeting was adjourned at 7:00 pm.

Respectfully Submitted,

Cindy Morin, LCMHS board secretary

## Next meeting(s)

* March 19th, 2025
* April 16th, 2025
* May 21st, 2025
* June 18th, 2025