

## LCMH Board of Directors Meeting Minutes

Date: 11.14.2018

Start time: 5:00 pm

Adjourned: 5.59 pm

Board Members: Fred Ober, Dot Reeve, Sharon Menard, Savi Van Sluytman, Zach Williams, Chip Troiano

Absent: Bev Allen, Fein Rosenblum, Michele Whitmore, Mary Anne Lewis

Staff: Robyn Daley, Denis Houle, Michael Hartman, Jennifer Stratton, Bill Frattini, Rebecca Copans

Notes: Luciana Swenson

Guests: Brittany Rhoads, Tonya Brown

Topic	Discussion	Action	Person Responsible
1. Introductions	Mr. Williams introduced Ms. Brown as a potential board member. All present introduced themselves.		
2. Election of new board member	Board members received a bio on Ms. Brown, who also expressed her reasons for joining the board.  Ms. Reeve moved the motion to approve the addition of Ms. Brown as a board member. Ms. Menard seconded the motion. All approved.	<b>By unanimous vote, Ms. Tonya Brown is now a member of this board.</b>	
3. Election of vice-president of the board.	Mr. Williams said that the ByLaws allow Mr. Ober to hold both position of vice-president and treasurer. Mr. Ober said that only president and secretary can't hold more than one positions.  Ms. Reeve moved the motion to approve the nomination of Mr. Ober as the vice-president in addition to being the treasurer. Mr. Troiano seconded the motion. All approved. Current officers are: <ul style="list-style-type: none"> <li>- Zach Williams – president</li> <li>- Fred Ober – vice-president &amp; treasurer</li> <li>- Sharon Menard - secretary</li> </ul>	<b>By unanimous vote, Mr. Fred Ober is now the vice-president of this board.</b>	
4. Approval of Minutes	The board reviewed the meeting notes from September 2018. Mr. Williams asked if there were any questions or comments.  Mr. Troiano moved the motion to approve the minutes from the September meeting. Mr. Ober seconded the motion. All approved.	<b>By unanimous vote, the minutes of September meeting were approved.</b>	

<p>5. CEO Report</p>	<p>Ms. Van Sluytman presented the report and asked if there were any questions.</p> <p>Mr. Troiano said that he talked to an individual that works at a mental health agency in Massachusetts, and asked Ms. Van Sluytman if we have looked into tele-psychiatry. Ms. Van Sluytman said that we have been looking into that possibility and actually had a meeting yesterday (11/13/18) with the previous psychiatrist of the Bratteboro Retreat, who is opening a tele-psychiatry practice. We should receive some quotes on it.</p> <p>As of Jan 1<sup>st</sup>, Payment Reform is happening, and the payment model will change from fee for service to a mental health case rate.</p> <p>The CHART project is rolling out this month, which takes a really heavy lift from staff, many meetings, and we are hoping to have a strong foundation for the investment that is being taken place.</p> <p>The Unified Electronic Medical Records (UEMR) project is also coming onboard (Project CHART comes first). We haven't received any dollars from the state for this project, we expected 50/50, but still not a reality. Standardization was something wanted across all agencies with or without the Electronic Medical Records (EMR) piece, and is also being a challenging project. Four agencies are a part of the UEMR.</p> <p>Senator Tim Ashe has been visiting several DAs looking into learning the challenges in the system. During those visits there were discussions about loan forgiveness and affordable training/education for mental health staff. Mr. Troiano said the House of Representatives is working on proposals on a State level (not Federal), and for rural areas. Ms. Copans mentioned the importance of loan forgiveness for existing loans and not only for new students.</p> <p>Mr. Williams asked Mr. Troiano if there were ways to influence the Agency of Human Services and the Governor's office on providing the one time implementation dollars and if a meeting with the</p>		
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	<p>Governor might be helpful. Mr. Troiano said he could join the discussion.</p> <p>Ms. Van Sluytman mentioned that the Democratic Caucus is on December 1<sup>st</sup> and we, mental health system were not on the priority list and if Mr. Troiano could advocate for mental health as a priority.</p> <p>Next week, on 11/20 is our LCMHS Thanksgiving lunch from 11am-1pm. This year for the first time we reached out to our community for help, and the response was overwhelming. We have all the ingredients for the meal, no expenses to the agency. As usual staff is volunteering their time by cooking.</p>		
6. Finance Committee	<p>Mr. Ober said that the bottom line is that we still don't have firm numbers since the end of August and a significant vacancy in the accounting department that needs to be filled. We need to catch up.</p> <p>We are currently \$113,236 in the hole at the end of August for a number of reasons:</p> <ul style="list-style-type: none"> <li>- End of the summer, people take vacation.</li> <li>- Schools haven't started until the end of August, bringing the revenue down.</li> </ul> <p>Mr. Williams said that it would be nice to hire someone with more accounting knowledge, senior level to cover the position. He said that having someone with more knowledge would help the agency in the long run, but understands that getting candidates is also difficult.</p>		
7. Governance committee	<p>Ms. Menard said that the committee is still working on reviewing the Bylaws.</p> <p>Mr. Williams said that the lawyer we were looking at to join the board has other commitments, so the board will continue to look into an attorney to participate as a member.</p> <p>Ms. Van Sluytman asked if we could look into an attorney to volunteer helping with the bylaws. The group agreed and Ms. Van Sluytman will reach out</p>		

	<p>to Ed French; Mr. Williams said that Mr. Thomson's wife might know of someone in the area.</p>		
<p>8. Community Engagement Committee</p>	<p>Ms. Copans said that the group is trying to chase down a Paint-night event.</p> <p>The committee had questions if staff could join their meetings; Ms. Reese said that there wasn't anything against it in the ByLaws. Ms. Van Sluytman said that the challenge is getting staff to do it during work hours.</p> <p>Ms. Copans said that the annual appeal letter is drafted and should go out in December.</p> <p>Ms. Menard said that the polar plunge by the Rotary is open to more than one non-profit. Mr. Williams asked the committee to discuss the option</p>		
<p>9. Community, Rehabilitation and Treatment (CRT) Standing Committee</p>	<p>Mr. Hartman presented the standing committee meeting notes.</p> <p>Genoa Pharmacy's grand opening is still pending.</p> <p>The committee is getting regular updates on payment reform; for CRT the way we get paid will change and want to make sure individuals are well informed.</p> <p>The UEMR process is also shared.</p> <p>Folks appreciated the opportunity to speak at the annual meeting; overall sense of the committee of how the cadre program is going makes them much more part of things as they used to be, a positive piece.</p> <p>Zero suicide: we are having a large committee meeting on Dec 13<sup>th</sup>. This meeting will kickoff the zero suicide to the rest of the community, and what they can do as a community in order to be able to intervene better and sooner. The Zero Suicide group will put a presentation together for the NAMI meeting in May 2019.</p>		

<p>10. Children, Youth and Family Services (CYFS) Standing Committee</p>	<p>Ms. Daley presented the meeting notes.</p> <p>The Department of Mental Health (DMH) met with Ms. Daley and gave wonderful feedback of the work being done by LCMHS.</p> <p>The Enhanced Family Services (EFS) manager position is staffed by an internal transition.</p> <p>Updated Success Beyond Six Dollars and how state is restructuring Funding</p> <p>Updated Agency wide Attachment, Regulation, and Competency Training in Oct; Standing committee would like training</p> <p>Continued Discussion for a need for a new member of committee to attend Board Meeting/time change</p> <p>Update on LCMHS Annual Meeting on October 17, 2018</p> <p>Discussed themes of Family Satisfaction Survey</p> <p>Agency wide Staff Satisfaction Survey completed in September: follow up on results as available on portal and discussion next meeting</p> <p>Next Meeting November 13, 2018 (New Time: Second Tuesday of the Month)</p>		
<p>11. Development Services (DS) Standing Committee</p>	<p>Ms. Stratton presented the standing committee meeting notes.</p> <p>They talked about vacancies for Service coordinators, which have been a staffing need for a while. We are getting applications but not from experienced people. There is a need for well-trained staff to work with DS. This affects GATSA (DS self-advocacy group). We are the smallest Designated Agency (DA) with the largest self-advocacy group. We had to scale back on their meetings, now once a month, instead of twice, and do a lot of fundraising for/with them. Due to staff shortage there was a need to cut down some</p>		

	<p>hours, as we don't get paid for the work done with GATSA.</p> <p>The structure of the DS Payment Reform workgroups has been decided. There will be a Steering Committee that will oversee the process and the work that the three subgroups are doing. The three subgroups are: Encounter Data, Assessments, and Payment Model. Ms. Stratton shared with the group that she is on the Assessment group.</p> <p>The staff survey has been submitted (with Berns and Associates). Payment reform committees were formed and had one meeting. The group is trying to reach out to other states and learn from them about their experience. Maine stopped their payment reform, as they found Support Intensity Scale (SIS) used by Berns and Associates very labeling, looking at numbers other than individuals, and very degrading.</p>		
12. New business:	Mr. Williams asked the group if they agreed to a board retreat, or a workshop for the group to get refocused. The group agreed. Ms. Van Sluytman asked about dates. Group agreed on a Saturday.	<b>Send dates to all board members to share their availability.</b>	<b>Ms. Swenson</b>
13. Old business	There were no old businesses		
14. Adjourn	<p>The meeting moved to an Executive session.</p> <p>Ms. Menard moved the motion to adjourn the meeting. Ms. Reese seconded the motion. All approved.</p>	<b>By unanimous vote, the meeting was adjourned at 5:59 pm and the board proceeded to the Executive session.</b>	