

**LCMH Board of Directors  
Meeting Minutes  
Date: 05.22.2019**

Start time: 5:05 pm  
Adjourned: 7:10 pm

Board Members: Zach Williams, Dot Reeve, Saudia Lamont, Mary Anne Lewis, Fred Ober, Mike Feulner, Sharon Menard, Stacey Madden, Savi Van Sluytman  
Absent: Chip Troiano  
Guests: Stephanie Thomson, Sarah Williams, Brittany Rhoads  
Staff: Michael Hartman, Bryanne Castle, Monique Reil  
Notes: Luciana Swenson

Topic	Discussion	Action	Person Responsible
1. Introductions	Introductions were made.		
2. Approval of Minutes	The board reviewed the meeting notes from April 2019. Mr. Williams asked if there were any questions or comments.  Ms. Lewis moved the motion to approve the minutes from the March. Mr. Ober seconded the motion. All approved.	<b>By unanimous vote, the minutes of April meeting were approved.</b>	
3. Board Education: Zero Suicide Initiative	Presented by Monique Reil and Bryanne Castle.	The presentation has been posted to the Board Portal.	
4. CEO Report	Ms. Van Sluytman presented the CEO report. She spent time with legislators, advocating for one-time implementation dollars for the EMR system. The DA system ended up having 1.5 million to be divided by the agencies; not finalized on the details on how it will be split. We have received the support from Senator Westman. Also met Representative Chip Troiano in Montpelier and he is also helping advocate within different committees: appropriations and healthcare.  May is Mental Health Awareness month and LCMHS has been at WLVB (recordings on the radio) every Wednesday.		

	<p>Last Saturday was the Me2 Orchestra performance and Ms. Van Sluytman gave a “big shout out” to Mary Anne Lewis, Mike Feulner, and Luciana Swenson for the work done.</p> <p>We hosted a blood drive from American Red Cross today at the agency, and had other events throughout the month.</p> <p>UEMR is still a heavy lift for the teams; CEOs have meetings as well, working on compromising and common grounds. The builders work is going to start to accelerate. The use of resources (staff) time is being well utilized. The CHART project should be completed in the first week of June with all agencies up to the same level of the system’s needs.</p> <p>We have hired a controller who starts on 6/3. The budgets due date is coming up.</p> <p>There were no more questions.</p>		
<p>5. Finance Committee</p>	<p>Mr. Ober presented the finance committee report.</p> <p>He said that the balance sheet looks positive \$20K due to a number of vacancies and uncertainty of how much we will be receiving for UEMR. Staff has been working several jobs and that is showing in savings.</p> <p>Ms. Rhoads said that Ms. Stratton is doing a great job with the HR position, in the Union’s perspective. Looking forward to having an HR Manager.</p>		
<p>6. Community Engagement Committee</p>	<p>Ms. Lewis presented the committee’s report.</p> <p>The Me2 Orchestra had low attendance but was a great event.</p> <p>The agency will once again have a community tent at Art on Park in Stowe this summer.</p>		

	<p>The community will be exploring a Sip and Paint fundraising event possibly in November.</p> <p>Ms. Sarah Williams offered help with fundraising.</p>		
<p>7. Discussion</p>	<p>Mr. Williams asked about the health insurance committee. Ms. Williams said that they didn't meet the past month, but have been creating newsletters for staff education/information, which have been helpful; good feedback from staff. Themes have been "different ways to use health insurance", "getting primary care, why is important", "options in the area", "importance of the insurance to us". Next newsletter will focus on preventive care (eye care, dental).</p> <p>Ms. Rhoads shared the feedback that the ADP system is a great resource for time management. Ms. Van Sluytman added that any software implementation has glitches but so far it has been a smooth transition.</p> <p>Ms. Menard asked for an update on the Center Of Excellence review date. Ms. Van Sluytman said that we've hired Compliance and Quality Assurance Officer and will discuss the schedule and to bring a plan for a September review. The Compliance officer will be dedicated to this item.</p> <p>Mr. Williams requested that the future meeting agendas are structured with timeline. Ms. Van Sluytman suggested a quarterly report with departments and financials, and that the monthly meetings are mainly used for board education on specific themes. In addition, we have been meaning to discuss the agency's strategic plan the past two meetings, and would like to do it next month.</p> <p>Mr. Williams asked that the meeting does not go over 2hrs for the quarterly ones, and that the regular monthly meetings would allocate ½ hour for a presentation and 1 hr for general discussions.</p> <p>Ms. Thomson suggested that the last 5 min at the end of each meeting are used to review what is</p>		

	needed the following meeting, as it helps draft the agenda and keep the team on track.		
8. New Business: new board members	Ms. Lewis moved the motion to accept Stephanie Thomson as a member of the board of directors. Ms. Menard seconded the motion. All approved.	<b>By unanimous vote, Stephanie Thomson was accepted as member of the board.</b>	
9. Adjourn	Mr. Ober moved the motion to adjourn the meeting. Ms. Menard seconded the motion. All approved.	<b>By unanimous vote, the meeting was adjourned at 7:10pm.</b>	