

LCMHS Board of Directors Meeting Minutes

Date: February 19, 2020

Start time: 5:00 pm

Adjourned: 6:30 pm

Board Members: Mike Feulner, Michael Hartman, Zach Williams, Stacey Madden, Stephanie Thompson, Dot Reeve, Fred Ober

Absent: Chip Troiano, Mary Anne Lewis, Sharon Menard

Staff: Jennifer Stratton, Bryanne Castle, Anne Paumgarten

Guests: Brittany Rhoads, Polly Manosh

Notes: Luciana Swenson

Topic	Discussion	Action	Person Responsible
1. Introductions	Mr. Ober introduced Ms. Manosh, who has experience with local fundraisers and is interested in fundraise for LCMHS, as well as be part of the board of directors. Introductions were done.		
2. Presentation	<p>Ms. Paumgarten presented the agency utilization statistics.</p> <p>She also provided an update on Center of Excellence (COE). She said that four (4) quality improvement groups were created and assigned measures as:</p> <ul style="list-style-type: none">• HR: turnover, benefits and salary info• Organizational Cultural group: staff survey results• Access to care group: payment reform measures fall into that group• Treatment design group: client measures, utilization data, DMH review <p>The group agreed to have Ms. Paumgarten attending the meetings quarterly to update the board on Quality Improvement and COE.</p>		

<p>3. Approval of minutes</p>	<p>The board reviewed the meeting notes from January 2020.</p> <p>Ms. Madden reported back about the discussion regarding the Treasurer being able to make changes to the signers on accounts based on the By-Laws. She said that the bank would accept this, they would need a copy of the By-Laws and the Treasurer needs to be given authorization to make those changes on the Entity Resolution.</p> <p>Ms. Swenson will follow up with the town clerk and state regarding the filing of the By-Laws approved in September 2019 by the board.</p> <p>Mr. Ober moved the motion to approve the minutes from January 2020. Ms. Reeve seconded the motion. All approved.</p>	<p>Ms. Swenson will follow up with the town clerk and state regarding the filing of the By-Laws approved in September 2019 by the board.</p> <p>By unanimous vote the minutes of January were approved.</p>	
<p>4. CEO Report</p>	<p>Mr. Hartman presented the CEO report.</p> <p>He said that the agency has a few vacancies with a few Adult Behavioral Health team in the process of hiring.</p> <p>Payment reform bundle is affecting the hiring staff at a reasonable pay.</p> <p>The health insurance transition has been challenging and we are finally able to NOT have a weekly call with Cigna. Change was very difficult and communication from Cigna, poor.</p> <p>Ms. Stratton gave an update on the Unified Electronic Medical Records (UEMR), as she took the position Mr. Hartman had in the project. She said that initially the UEMR team was aiming for a standardization of the system, and now as we create the processes, they meet 3 ½ days a week. The team had a consultation with Netsmart with a smaller committee of only one representative from each of the 4 agencies, and Netsmart recommended adding a 4th day a week for meetings. There are some philosophical differences between the agencies, and even though all</p>		

agencies initially bought into the concept of centralizing the system, they want some control of their own system. There is a concern of things falling back to individualized systems in the future. So they are working with the other agencies to make sure they follow the same process and prevent this from happening. They have however already made significant changes to our practices for better.

Mr. Hartman said that the Developmental Services Supported Employment program was awarded by the Disabilities, Aging and Independent Living (DAIL) for having highest employment rate in the state, and for the earnings by consumers of LCMHS was in the top 99th percentile of earnings for consumers across the system. Currently 68% of our DS consumers earn their own money.

We are partnering with Orleans South Supervisory Union (OSSU) to provide increased mental health supports to schools in the OSSU district which is federally funded through the Project AWARE grant. The school district is contracting with LCMHS to provide clinical consultation, trainings, and working to provided proactive mental health supports in schools. The process is going well. We are trying to make the whole school system sensitive to trauma, emotion stability, etc. The program has real promise of get some of the challenges kids and families face becoming a larger problem.

Last month was the point in time count all over the state. A point-in-time count is an unduplicated count on a single night of the people in a community who are experiencing homelessness that includes both sheltered and unsheltered populations. The final data is not available yet. This is a challenging issues because the local shelter was already to capacity the day it opened.

We are having meetings with the state on children services and bundle changes. The

	<p>state pointed out that LCMHS' ABA services (younger children) is one of the most impeccable billing processes, with very few errors. It's one of the newest services developed and we hope to mirror the great work done in other programs as well.</p>		
5. Finance Committee	<p>Ms. Thomson presented the financial report. She said that Ms. Pion is re-examining contracts that the agency has, and that she is doing a great job getting deals with vendors, which will help toward salary issues.</p> <p>Mr. Williams said that there is some good cleanup going on.</p>		
6. Community Engagement Committee	<p>Ms. Swenson said that the committee could not meet this month. But updated the group on the date of the Zumbathon being moved to March 28th due to the school double-booking the gym.</p>		
7. Standing Committees	<p>Ms. Stratton said that there is still work being done in payment reform for Developmental Services. Last week, the agencies CEOs had a phone call with the group from Maine that contested Burns and Associates report. They were able to stop the use of the SIS as the assessment tool (as recommended by Burns and Associates) when a client's parent asked for a copy of the document and was denied by B&A (due to copyright), and threatened to go to court if they did not get a copy of the tool that assessed their child released.</p>		
8. New/Old Business	<p>Mr. Williams said that he would like to have established board priorities for future meetings; a list of items to be reviewed to include board compliance with dates, strategic plan, etc.</p> <p>He said last meeting we had an engaging fundraising conversation and asked that we define causes for fundraisings. The group discussed the need for a handicap accessible van, which will be the focus for the Zumbathon and the golf tournament Ms. Manosh is leading.</p>		

	<p>Mr. Hartman suggested that the board had a board mentor/chair to lead recruitment, introduce new candidates to the agency, etc. Mr. Feulner volunteered to be the chair of board recruitment. Ms. Madden has a candidate to join the board, an internal auditor at Union Bank. Mr. Hartman said that there will also be a standing committee member joining soon.</p> <p>Mr. Williams suggested the board look into a board education retreat in the future.</p>		
9. New board member	Mr. Ober moved the motion to accept Polly Manosh as member of the board of directors. Mr. Feulner seconded the motion. All approved.	By unanimous vote, Polly Manosh was accepted as member of the board.	
10. Review plan for next meeting	<p>Mr. Williams said that next meeting they should focus on working on regular business and not have a presentation/board education.</p> <p>He requested an executive session.</p>		
11. Adjourn	Mr. Ober moved the motion to adjourn the meeting and move to an executive session. Mr. Feulner seconded the motion. All approved.	By unanimous vote, the meeting was adjourned at 6:30pm and moved to an executive session.	