

NAMI Vermont Board Meeting Minutes

April 8, 2017 – 10-2 p.m.

Location: Woodridge Nursing and Rehabilitation Center, Berlin, VT (next door to CVMC)

Attending	Board Members	Attending	Board Members
x	Ann Moore, President and Chair	x	Judy Siler, 2nd VP
x	Patti Bauerle	x	Chip Siler
x	Phil Blackburn, 1st VP	x	Savi VanSluytman
x	Ann Cummins, Treasurer		Staff, Guests
excused	Mary Kirkpatrick, Secretary	x	Laurie Emerson, Executive Director
excused	Sara Moran		Clare Munat, Emerita
x	Candace Neary		
x	Ward Nial		Jude Demers (leave of absence)

Meeting Agenda:

<https://docs.google.com/document/d/1qtd7Wcvm2JftOlc7OvA-3evodEF7Rnb4W9bsbo7L2E8/edit?usp=sharing>

1. 10:00 a.m. Welcome and Introductions - Ann M. discussed board meeting challenges
 - a. Chip has contact in Randolph for a possible location for future board meetings
 - b. Ann M. suggests covering special topics at different meetings i.e. fund raising, advocacy issues etc.
 - c. Agreed to meet until 3 pm for today and future board meetings
 - d. Phil, Judy and Chip don't mind meeting in Williston instead of Berlin
2. Approval of Board Meeting Minutes - Feb. 4, 2017:
 - a. <https://docs.google.com/document/d/1qtd7Wcvm2JftOlc7OvA-3evodEF7Rnb4W9bsbo7L2E8/edit?usp=sharing>
 - b. **MOTION:** Phil made motion to approve the minutes. Seconded by Chip. Savi abstains. All in favor.
3. Discussion
 - a. For future planning, the full board could be involved in making changes to strategic plan. The January or February board meeting could be a one-day meeting to discuss the strategic plan.
 - b. Outreach - The staff is very busy and does not always have time to communicate to the affiliates. We need to initiate more conversations between staff and affiliates.
 - c. ACTION: Board can help by promoting "Step After Step" with running groups. Also try to get free submissions to local newspapers, radio and internet. Ann M will send PDF to be shared online.
4. Action - Approvals-
 - a. Approval of Executive Committee Minutes - Feb. 24, 2017:

<https://docs.google.com/document/d/131SolHf7XGV2PhWbckgACTvnPZ7gGePmEqQg3vMcTtl/edit?usp=sharing>

 - i. **MOTION:** Phil made motion to approve the EC minutes that includes new policies. Seconded by Patti. All in favor.

- b. Draft Proposed Budget - Approved by Finance Committee:
 - https://docs.google.com/spreadsheets/d/1bKlezoKDR8xm_vwh-dfpenVtVy4OL8P0plg_T913lbE/edit?usp=sharing
 - i. **MOTION:** Ann M. made motion to approve the Preliminary Budget with amendments (see below). Seconded by Ann C. All in favor.
 - ii. Amendment: Preliminary budget will include 5% increase in total payroll, including a 5% minimum increase in ED salary, and 5% increase in fringe benefits.
 - iii. Talk to BCBS about their Wellness Program included with insurance
- c. Strategic Goals/Objectives for staff work plan and developing budget.
 - i. FY2018 Edits:
 - <https://docs.google.com/document/d/1CDnMXXmcmvMXLDIdRnKRnhInFefy7vmCaUpliOdxEBNo/edit>
 - ii. Review of FY2017 DMH Deliverables and Proposed FY2018 Deliverables:
 - https://docs.google.com/spreadsheets/d/1_RSswBEA0ACWF9LKuciDBOTVa5KNI-INsSKA7TCLiAMg/edit#gid=0
 - iii. Staff Workplan:
 - <https://docs.google.com/spreadsheets/d/1lh7tmuBoK56UPicFA9Ob1i16Wr8Wr7cRgiOgb16Mx1w/edit?usp=sharing>
 - iv. **MOTION:** Chip made motion to approve Staff Workplan. Ward seconds. All in favor.

5. Reports

- a. Advocacy Committee (Phil)
 - i. Updates from Phil (S.3 Duty to Warn; S.133 Mental Health Bill; ER Crisis Wait Time; Marijuana; Prescribing Psychologists; Telehealth)
 - 1. Budget bill S.133 includes language for dealing with wait times at emergency rooms and it includes more money for mental health. It will include three million dollars for closing the gaps in staffing at the designated agencies. This bill was passed by the State Senate.
 - 2. Kuligoski bill: Language is still in progress. The burden to keep the person safe is off mental health provider. This bill still requires the provider to inform the caregiver to execute plans to keep the person healthy and the caregiver safe. The stakeholders are trying to agree on language in the bill. We may have an opportunity to testify when it gets to the committee.
 - ii. Ward: Discussion on Advocacy
 - 1. Mental Health Work Groups: Many people (Hospitals, VSP, NAMI, Designated Agencies) are starting to talk about mental health, mainly because of the crisis in the emergency rooms. Ward is involved in the "23 hour care group"; he says there are 7 separate groups going on, organized by Al Gobeille, Secretary of Human Services.
 - 2. Ride Along discontinued in Burlington. Recently, Ward did one ride-along with South Burlington police.
 - iii. Bill Tracker:
 - <https://docs.google.com/spreadsheets/d//1SS8QF1nMnMOHQTjpkGwMwYup5peQ5kZZ5NICz7eQpRPcedit#gid=0>
- b. Executive Director/Staff Reports (Laurie)

11. Effective 5/1/17 for new employees. For current employees, PTO (above) starts 5/1/17, but they will have an opportunity to carry over days at their current level until 6/20/2018.
 12. **MOTION:** Judy motioned and Candace seconded. All in favor.
 13. **MOTION:** Jana will receive a one time payment to cover half of sick leave, \$1837, which will mean she will forfeit all sick leave. Judy move, Phil seconded, all in favor.
- iii. Nominating Committee:
 1. Board Terms Expiring -
 - a. Ann Cummins and Judy Siler - will run for another term
 - b. Ann Moore and Candace Neary - completed 2 terms
 2. Jude Demers (on leave - needs to decide by September whether to continue or not)
 3. Succession Plan - Board members whose terms expire - please try to recruit someone for your position
 - e. Conference Committee
 - i. Update from Patti - Please sign up for volunteer activities
 - ii. Conference May 16th and Walk Sponsorships - Sign up for conference volunteer opportunities
 1. **ACTION:** Jana will send Board a Form document to complete for volunteer opportunities.
6. Other Business
 - a. Board members to sign Conflict of Interest Forms (turn into Ann M.) - DONE
 - b. Mental Health Awareness Month - May - Preparation (NO TIME TO DISCUSS)
 - c. Affiliate Meetings (NO TIME)
 - i. Leadership
 - ii. End of Year Parties - Agenda to include voting at Convention and ongoing events (suggest three - do at least one)
 - d. Update affiliate leadership and forms for national (NO TIME TO DISCUSS)
 7. **MOTION to adjourn:** Chip makes a motion to adjourn. Seconded by Phil. All in favor.

Meeting adjourned at 3:20.

Upcoming Board Dates/Events

1. June 3, 2017 - Strolling of the Heifers Parade fun! Everyone invited!
2. June 24, 2017 - in person - approve budget (office)- potential board members attend in the am
3. July 9, 2017 - Step after Step NAMI benefit walk at Mad Marathon
4. Sept. 9, 2017 - in person - approve slate of candidates and approve advocacy priorities
5. Sept. 24, 2017 - NAMI Vermont MIND Walk

Dates for 2018 (see staff workplan)