

BOARD AGENDA & MINUTES, March 9, 2022 10am-2pm

- **Welcome and Call to Order** – Sarah Launderville 10:04
 - **Present:** Sarah Launderville, Anastasia Douglas, Douglas LaPoint, Tom VanMeter, Michael Sabourin, Kirsten Murphy, Dan Burchard, Ericka Reil, Jesse Suter
 - **Staff:** Lindsey Owen, Nicole Chicoine, Kia Woods, Henry Mauck, Zach Hozid, Donna Samson (joined in at 11am).
 - **Introduction.** Board members begin with introductions followed by Lindsey Owen and all staff members present.
- **Approval of the Agenda/Time Allocations**
 - Agenda is approved unanimously
- **Approval of Minutes of December 8, 2021 Board Meeting 10:11**
 - Dan made a motion to approve minutes, motion passed unanimously
- **Director Updates, Lindsey Owen, DRVT Executive Director 10:12**
 - DRVT staff put together a “Yearbook” template with bios – board will submit bios as well so we can learn more about each other.
 - Helped facilitate first event for VCDR Disability Awareness Day
 - Will be doing an event focused on housing issues.
 - Keynote presentation – focused on climate change and environmental factors and intersections with disability.
 - Sponsoring VT Care Partners Conference 3/10/22 9am
 - Presenting on Olmstead Reports
 - Table at Vermont Family Network Conference in April in Burlington.
 - DRVT Staff Members Merry Postemski & Zach Hozid presenting at NDRN Annual Conference around our collaborative relationship with the long-term care ombudsman.
 - DRVT Staff Member Tina Hagen, interviewed for a podcast around Voting in Prisons and presented in an NDRN Webinar on Voting in Prisons.
 - Discussions with Center for Crime Victim Services around Victims’ Rights Issues and barriers related to disabilities. Will be speaking on a podcast called “The Mend” around this work.
 - Funding Update: PAC5 Grant around vaccine and COVID-19 and access related to vaccines for people with disabilities.
 - Funding Update: ACL Public Health Workforce grant \$114,000 to be spent by Sept 30th, 2024. Potential to partner with other organizations/agencies.
 - Staff transitions: new staff attorney, Henry Mauck. Clare Pleedel will be joining as an advocate in May, Kia Woods is a new advocate (October) and covering the intake specialist position. Jen has taken on a new role as Program Coordinator for VCSP, and Lynne the current VCSP Program Director will be stepping down from her role in May.
 - Staff Development: DRVT staff are continuing to engage in trainings.
 - Discussion of hybrid opportunities for board members to engage in NDRN Annual Conference. Lindsey will share the schedule with the board.

- Lindsey is acting Vice President VCDR, appointed as President beginning June of 2022.
- Discussed COVID safety related office protocols and staffing remotely.
- **Legal/Legislative Updates Zachary Hozid, DRVT Legal Director 10:33am**
 - Continue to push Olmstead initiatives and legislature. Invited to testify on mental health issues in the system.
 - Submitted written testimony/commented on bills
 - Truth and Reconciliation Bill
 - Hearing Aid Bill
 - Bill related to creating statewide coalition on mental health and policing.
 - Former prison in Windsor and converting to a possible temporary juvenile facility, bill was shut down ultimately.
 - Ongoing employment cases and victim cases, making progress. Some victories and some losses.
 - Prisoner hearing aid case – motion to compel, received attorney fees, had a deposition for one of the doctors. Hearing on motion summary of the case next week.
 - Outreach in Facilities still ongoing at hospitals & prisons in person and remotely.
 - COVID continues to be a barrier, however with recent decline in cases and new staff we are hoping to increase outreach.
- **Questions regarding Legal Updates**
 - Will DRVT be doing another Voter’s Guide? Yes, to come out in late summer.
- **10:40-10:50 break**
- **Budget & Finance Committee Report Kirsten Murphy 10:52am**
 - 34% fiscal year – 28% spending – looking for these to line up
 - Profit & Loss – grants generally underspent from budgeted amounts, activity will be ramping up.
 - PAIMI Carryover – can be used for other activities, plans are in place.
 - CSP grant – overspent, but can pull money from other grants to make up the deficit.
 - Expenses – All seem to align well, all somewhat low. Audit expense will be over because of two audits.
 - Basic review – anything slightly off has a plan to be corrected and the finance committee is confident that the finances are being managed properly at this time.
 - Question on double signatures language in past board meeting minutes – we are sticking with our current policy and not changing the policy. Double signature for checks protects staff.
 - Comment on the budget & finance narratives sent prior to the meeting being very helpful for the committee.
 - Committee reports on the executive director evaluation of Lindsey Owen after 6-months review. Looked at her thorough self-evaluation and the committee found that evidence that she is doing an excellent job. The evaluation was

summarized in a letter and was reviewed with Lindsey. Full 360 review will happen in June.

- Discussed process of salary & budget approval – **which prompted a move to go into executive session prior to the lunch break.**
- **Audit Update Donna Samson-Sprake, DRVT Chief Financial Officer 11:05am**
 - Standard audit, no major findings
 - Had to add in a footnote disclosure on the sub pending litigation going on.
 - Audit is an attachment in the board packet for this meeting.
 - **Kirsten made a motion to accept to the audit, seconded by Dan. Passed unanimously.**
 - Lindsey gave update on Enhanced Desk Review for Vermont Crime Victim Services. Finance committee will follow up after the review.
 - **Motion to move into Executive Session, seconded by Kirsten.**
- **Board Executive Session 11:11 – 11:29am**
- **Planning Committee Report, Tom VanMeter 11:30am**
 - Tasks identified for the committee to do work on –
 - Retreat planning, possible event for board and staff in the summer.
 - Creating a yearbook to become familiar with staff and board members.
 - Coordinating with the PAC around priorities for the organization.
 - Continue to monitor succession planning.
 - Lindsey shared DRVT Staff portion of the Yearbook bios and will send around a template for board members to put theirs together.
- **Nominating Committee Report, Ericka Reil 11:45am**
 - Identified roles of the committee as being recruiting, recommending new board members, accessible applications, and cleaning up the language of the bylaws and manual on policies on vacancies and term lengths.
 - Noted the importance of the committee nominating officer roles at the annual meetings.
 - Discussed new membership application made by former DRVT staff member Marsha Bancroft.
 - **Motion was made to recommend Marsha Bancroft to the board by Michael, motion was tabled by Sarah by board recommendation for after break so all members can review Marsha’s application.**
 - Lindsey updates on potential new board member applicant received located in Southern Vermont.
- **12:00-12:30 break**
- **PAC Report, Ericka Reil 12:32pm**
 - Discussed listening sessions and remaining remote for this work and focusing on harder to reach areas of Vermont, also using these for recruitment.
 - Question on how many members are on the PAC? Small amount about 5 active members currently.

- Lindsey adds that there is still a vacant PAC position needing to be filled: a parent of a minor child who is eligible for PAIMI services. Suggestions on sharing with VT Family Network, Director of Federation for Families for Children’s Mental Health.
- **Tabled motion revisited 12:38pm**
 - **All those in favor to vote in Marsha Bancroft to the board: Approved unanimously.**
- **Board Updates 12:41pm**
 - Kirsten gave update regarding mental health services frustration for people with an intellectual disability. Public hearing coming up about a new mobile crisis unit in the Rutland area.
 - Sarah shared about a new bill that requires mental health professionals to take diversity, equity, and inclusion training and some frustrations surrounding the bill.
 - Jesse gave update about a collaboration to include disability questions in an upcoming Vermont survey that will provide statewide data.
 - Anastasia mentioned being on national MIP4 committee and how it is improving mental health screening for postpartum.
 - Lindsey mentioned mental health integration council meeting
 - Board members discuss the most recent the CVMC Meeting
- **Board Policy Review 1:11pm**
 - Most items covered during the meeting – process of electing board members, Lindsey will make changes to the Board Policies & Procedures Manual and send out to the board.
 - Discussion of notices, minutes, and agendas of meetings needing to be posted to the public via the website.
- **DLP Report 1:15pm**
 - No representative from DLP to report today, so Lindsey will share their case updates from their written report on the screen.
 - PADD, PAIR, PAAT, & PATBI are the grants we share funding with VLA. Lindsey will share the written reports with the board prior to future meetings and in the board packets.
- **Public Comment 1:34pm**
 - Marj Berthel has been in contact with Lindsey and wanted those in this setting to know she is feeling trapped over misunderstandings in mental health systems. She wanted to be mentioned in meetings going forward when it is appropriate. Lindsey has a link to Marj’s video “Tremors in the System”.
- **Motion to adjourn, seconded. Unanimously passed. Adjourned at 1:42.**