

GMSS Board Meeting Minutes
July 20, 2023
In Person at GMSS Building in Morrisville

Attendees: Sarah Henshaw, Patty Grassetto, Janet Bruner, Michelle Streeter, Elizabeth Walters, Megan McCartney. Members of the public present

Agenda item	Summary of discussion	Actions taken	Follow up
Meeting began at 5:38	Welcome and acknowledgement that this meeting is open to the public, review of agenda and expectations.		
Introduction of New Board Member	Michelle Streeter, a potential new Board member, gave a brief summary of her experiences as a mother of a person with a developmental disability, as well as her work with the I-Team of Vermont as a Family Resource Consultant and as a former educator.		
Review of Update Procurement Policy and Vote	Review of updated procurement policy with time for questions. Appreciation of clarity/simplicity of policy expressed. Policy includes a “fail safe” to ensure funds are spent correctly	Quorum not present at meeting for vote to be held	Board will hold an email vote
By Law Review and Update	By Laws has been brought into compliance with DAIL. Changes include simplification of committees, removal of Board emeritus position, and updates to dissolution of property and term limits		
Executive Director Update	<p>--Elizabeth provided kudos to staff for doing an amazing job with compliance data, as well as providing such great care to clients.</p> <p>--Update on flooding: a handful of clients were displaced from their homes, though arrangements have been made for all and all are safe. GMSS went into “essential work” mode on Tuesday, resumed normal services on Wednesday. All families were reached on the day of the flood. Currently soliciting items of need. Grateful for all offers of help.</p> <p>--Emergency Planning at the Agency Level being stepped up</p> <p>--HR Manual has been conditionally adopted, tweaks are complete. There is a tuition waiver of \$5000 in place for some continuing education</p>		Board members who are able will attend online, others can access recording

	<p>--Kudos to Damien for reining in payment advances to protect the organization while still providing cushion for staff, who are now able to borrow 50% of retirement funds for emergencies</p> <p>--Implementation of Relias, which is a living policy manual. The Employee Manual will be sectioned for increased organization and ease of use and posted online. When modifications are made, employees will get an email notification and will be prompted to acknowledge that they have read the changes</p> <p>--Department of Labor issues have come to a close, GMSS being fined \$27,000, though debarment was lifted</p> <p>--Medicaid Fraud issues are in an interim phase, issues of service coordination versus need; unsigned care plans; billing irregularities; and lack of home visits have been rectified. Awaiting official finding of fault. We hope there will be some room for negotiation so that penalties or corrective action will not contradict or our current corrective action plan with DAIL.</p> <p>--BIAA: separation from GMSS will hopefully be complete by end of July</p> <p>Staff Climate: independently administered survey has been completed, though no data has been received as of yet</p>		
<p>FY24 Budget Review</p>	<p>Fiscal year runs from 7/1/23-6/30/24</p> <p>Just prior to budget vote, the State of Vermont made some changes on 6/30/24, requiring budget revision. Of note, Choices for Care clients will not be getting the 5% rate increases our other two programs received</p> <p>Budget predicated on no growth, though growth is expected. Budget is conservative to protect staff positions</p> <p>Damien Declerc has resigned his position as Operations Director, but has agreed to work part time to assist with transition</p> <p>As noted in the April meeting minutes, GMSS has the opportunity to increase fiscal protection by moving money from investment and other accounts to our operating account, then changing the operating account to a sweep account,</p>	<p>Email vote will take place ASAP as soon as budget is finalized</p> <p>Board to increase advocacy at legislative level</p> <p>Board Leadership to organize education and facilitate preparation prior to next legislative session</p> <p>Note: To adopt corporate resolution authorizing Board Officers and Executive Director to take actions at Union Bank</p>	<p>Board Leadership to organize education and facilitate preparation prior to next legislative session</p>

	then purchase insurance bonds to protect remaining balance.	Motion: Megan Second: Janet Vote: Unanimous "yea" (Shay remotely)	
Next Meeting	Review of next meeting time and date, then floor was opened for public questions		

The meeting ended at 6:39 pm. Next meeting will be August 17, 2023 at 5:30, in the GMSS Conference Room in Morrisville.