

Lamoille Family Center Board Meeting
Minutes Draft
June 22, 2022
5-7 PM

Meeting via Zoom

Attendees:

Marilyn May, Board Chair	Carol Lang-Godin, ED	Adam Lory
Eileen Paus, Secretary	Brenda Christie, Co-Chair	Pixie Loomis
Jessica Beckford, HLV Guest	Dean Burnell, Business Manager	Reeva Sullivan Murphy, M.Ed.

Absent: Kathleen James, Sandy Paquette, Kerrie Johnson
Meeting held through Zoom
Marilyn called the meeting to order at 5:05 PM

1. Welcome Marilyn

2. Healthy Lamoille Valley (HLV)– Jessica Beckford

- a. An introduction to HLV was presented to the LFC Board by Jessica Beckford, providing the risk factors and protective factors to alcohol/substance use among youth. Programs are based on evidence based practices.
- b. HLV is a a service provided through the LFC. Team members and their roles were presented to demonstrate the work to increase protective factors. Example, increasing third spaces, places outside of schools, to prevent early onset of substance/alcohol use.
- c. A concerning statistical find; 40% who use by the ago of 15 years old will struggle with substance use as adults. A recent statistic Jessica found was 90% of people in recovery began using substances as youth.
- d. Web Links sent to Board to review and become familiar with HLV program:
<https://healthylamoillevalley.org/> and the Youth Resources page: <https://www.healthylamoillevalley.org/youthresources/>
- e. HLV Grants (as of 6/22/22) Overview provided with a table of program funding, programs/initiatives in action:
 - Tobacco Prevention (VDH) \$76,500; this is ongoing funding through tobacco settlements, it works on a two year cycle. There are 100 different activities listed in the deliverables for this grant.
 - Drug Free Communities \$125,000; option to write for another 5 years of funding; this is a competitive grant. The Team has started this process. Focus of this grant is cannabis and alcohol.
 - Opioid Prevention & Response \$35,000 (VDH); focus on education, example provided in home prescription lock bags.

- Miscellaneous Funding; eg. *Roger (?)* Family funds (in year 5 of this funding); Julia assisted with the grant from Vale funding “Live your why” campaign, builds strong social factors; VT Children’s Trust fund.
- Lamoille North recently had an opportunity to write a grant but did not have the capacity to complete. Jessica provided support to complete, Brian, from HLV, will be contracted to support staff.
- A big gap in funding that has developed is the VDH grant ending. Block grant did increase coming into ADAP and more money passed in the State budget. HLV anticipates the outcome of a new RFP to bring new funding.

Board discussion following presentation of the HLV program:

People’s Academy has a regular Student Assistant Counselor (SAC), the role is both preventive and responsive; seeing 70 students a week at PA.

COVID impacts the substance use in youth: vaping use went down; however, alcohol increased. The trend data will be examined when the next Behavioral Youth Risk survey/data is ready, possibly next Fall. The information may reveal behaviors as a result of COVID changes.

Additional information from Jessica:

- Lamoille County has a higher rate of youth that use substances at the age of 15 or younger.
- Stowe has the second highest alcohol youth use in the State of Vermont.
- From the 2019 Behavioral Youth Risk Survey:
- Alcohol
 - Middle School - 10% of middle school students drank alcohol before the age of 11 (9% state)
 - High School - 16% of high school students drank alcohol before the age of 13 (13% state)
- Cannabis
 - Middle School - 2% used cannabis before the age of 11 (1% state)
 - High School - 8% before age 13 (6% state)
- Tobacco
 - Middle - 2% used tobacco before age 11 (State 3%)
 - High School 9% used tobacco before age 13(State 7%)

Marilyn informed Jessica that the LFC Board will have a packet available to inform and recruit youth to the Board.

The culture of alcohol use continues with availability plentiful. Cannabis is now working its way toward youth as products become more available. Alcohol and Tobacco normally set up in disadvantaged regions, being these are coping for people struggling.

The overall mission of the HLV is to reduce risks and increase preventive activities.

3. Financials – Dean

LFC FY2023 OPERATIONAL BUDGET - FINAL DRAFT 6-16-22

Dean provided budget information including variables seen in Budget Notes.

1. "New for June: 150K increase from DCF (50K of this amount is one time funds). Contingent on 55K from VDH
2. CIS claim rate increasing from \$600 to \$650. Not included is a possible new contract with VDH for "Parents as Teachers", leading to a 2% deficit however other programs are covering this small amount.
3. New for June: Subtracted 10K from a "VT Children's Trust Fund" grant that was not received.
4. Staff Turnover, increase of 2 FTE with health insurance and 20K increase to the IT subcontract budget.

Dean informs the Board the budget has remained level. The FY 2023 budget will maintain the nine months of operational/retained earnings in the FY 2023 Budget. Pixie adds that these retained earnings demonstrate the strength of the planning and efforts of the LFC leadership and financial management.

Administrative expenses are proportionally covered by all the LFC programs. Federal funding for administration costs have been reviewed.

Discussion of 2022 Budget:

Motion to pass the 2022-2023 Proposed Budget:

Pixie made a motion to approve the proposed LFC FY 2023 budget. Brenda seconded the motion. The LFC Board passed the budget that will begin July 1, 2023.

4. Minutes of May 25, 2022 LFC Board meeting

Motion to pass meeting minutes: Adam moved to accept the meeting minutes from May 25, 2022; Pixie seconded the motion. Board voted to accept the meeting minutes of May 25, 2022.

5. Training Opportunity Report – Sandy and Kathleen

Both are not able to attend this meeting. The presentation created by Kathleen will be brought to the next Board meeting.

6. Questions and Comments on Executive Director Report – Carol/Board

Development Report June 2022 – Julia Skonicki:

- Appreciation to Board members sending Thank You letters to donors.
- Kid to Camp Program is closed; 107 scholarships offered for summer 2022.
- Book Drive; Jaimee Martin from Osbourne Books organized a "book bundle" donation. In total 34 bundles or 68 books were donated.
- Tuesday night live, July 19, has volunteers to provide handouts to the community.

Executive Director Report June 2022 – Carol Lang-Godin:

- Staffing:
 - Staff are deciding on a plan to honor Cecile. Service is scheduled for July 28th and LFC may be closed depending on time of service.
 - rb Technologies will begin network assessment the week of 6/20/22.
 - Two YAYA positions filled.
 - Two job vacancies; 1 Developmental Educator in CIS and 1 Home Visitor in CIS.

- 6/13/2022 Spring Clean-up/BBQ/Wellness afternoon at LFC successful.
- Parent Child Center Network (PCCN):
 - S.91 - PCC BILL. The Governor signed the budget, increasing base funding and one time money. Amounts reflected in the budget.
 - PCC Satisfaction Surveys are being give out to families/caregivers/clients over the next few weeks. These go towards our July reporting for Integrated Grant.
 - January Peer Review wrap up is still underway.
 - June PCC meeting was in person.
 - Attended Addison County's Peer Review
- Childcare Project
 - Reeva will provide an update
- Building Maintenance Projects/Property
 - Handicap accessible ramp to front door is completed and functional.
 - Bridge St. property wood platform will be looked at by same person who built the ramp to see if it needs to come down or can be salvaged.

Other

- Attended an event by Lamoille Health Partners. Growing the Health of Our Communities: Collaborative Value-Based Care.
 - Continued work on Rocking Horse budget and revitalizing program that has not run since 2020.
 - Funded through the VT Department of Health.
 - Dean submitted info for the Common Good Salary Study. Will see the report around January 2023.
- Programmatic Updates
 - Healthy Lamoille Valley (HLV)
 - Jessica will be presenting on HLV services at the June board meeting
 - The best way to receive updates on HLV is to sign up for the newsletter. Email Jessica (jessica@healthylamoillevalley.org) to be put on.
 - Youth & Young Adult Services (YAYA).
 - Andrew's last day was 5/27. Exit interview was completed.
 - In year 4 of PSSYF Grant - extra bonus year due to COVID - must reapply this summer for the next three year round.
 - VCRHYP – Basic Center Shelter funds likely to end as of 9/30/22 due to changes in how that program is being administered and the need to not have multiple agencies administering.
 - Washington County Youth Services Bureau may be the one agency to keep the contract. LFC had no shelter placements in 2021 and have had none in 2022. Funds received for this program are approximately \$18,000. We're starting conversations with LCMH to collaborate more with them around shelter homes.
 - Early Childhood Programs
 - The possible new contract with VDH (Vermont Department of Health) with additional funding for delivering Parents As Teachers has been delayed until January 2023.
 - A CIS staff person was going to be done on 5/27/22 but offered to stay on to help

- with the EI caseload at least through the month.
- CIS Staff member has been maintaining an EI caseload (Cecile's cases).

Updates on Child care – Reeva

- On 6/10/22 the group of six collaborating Human Services employers, led by Copley Hospital, met to discuss the feasibility of moving forward on the original project agreements for the Tinker Child Enrichment Center. Reeva's report from this meeting included the following information:
 - A program for school age children can strengthen the bottom line financially.
 - Copley communicated at this meeting that Copley no longer wants to build and own the child care center facility. Copley is willing to go to their Board to discuss donating 1 acre of land to LFC for this project.
 - Collaborators demonstrated hesitancy to commit to the level of on-going financial support that is needed to create reserved spaces at a child care center - the group agreed that a community center with open enrollment is preferred.
 - Collaborators expressed willingness to contribute to a capital campaign for a center built by LFC at that site because the proximity would be valuable for recruitment and retention.
 - Collaborators discussed the potential for starting child care scholarship programs for their employees. These funds could be used at any regulated program in the area. LFC supports that idea because it would potentially strengthen on-going operation and quality at all child care programs in the community including, but not limited to, a new LFC center.
- Next steps for the LFC Board per report:
 - The change in relationship with Copley and the Collaborators allows LFC more independence to design and develop the Therapeutic Child Care program originally envisioned.
 - A program with open enrollment for all families in the community is consistent with LFC's mission as a PCC and would open up public funding streams for capital not available to an employer sponsored model.
 - LFC can select a new name for the project and the program.
 - If Copley were to offer a donation of land would one acre be adequate to build a facility? Two acres are preferable and Copley would need to take responsibility for a timely subdivision process.
 - Having secure land may save LFC time, energy and resources locating and securing a different site.
 - We believe that this site has no environmental issues and has access to town water and sewers; however, this would need to be confirmed.
 - The land is proximal to this group of agencies who have parenting employees needing child care and central enough to the community for good access generally – we think this supports full enrollment and sustainability.
 - The 6 Collaborators remain interested in advancing the project under LFC's auspice and are likely to contribute to a capital campaign and potentially support affordability for their employees once the program is operational.
 - There are requirements of the town of Morrisville to plan for developing on that property that may have costs – sidewalks for instance, and potentially extending lines to town water and sewer.
 - LFC leaders and Copley need to review the current MOU and discuss a new MOU related to transferring ownership of a portion of Copley's land to LFC if both parties want to move ahead with that option.

- For Board discussion: Is the Board still interested in locating a child care center at that site? What conditions does the Board advise in negotiating an agreement that LFC will accept? Copley's Board meets at the end of this month. If LFC has conditions, it would be good to communicate ASAP so that Copley leadership can bring a proposal to their Board that LFC would be interested in accepting.
- The Let's Grow Kids grant can accommodate a shift from a collaborative project to an independent project for LFC, as long as the intention remains to expand child care capacity for infants and toddlers.
- Lamoille County Economic Development Corporation (LCEDC) has invited LFC to a meeting with representatives of the VT Agency for Commerce and Community Development on Wednesday 6/22. Reeva briefed Pat Ripley, the Executive Director of LCEDC, on changes in the project and he thinks that makes this meeting a good opportunity for a reset on financing. Carol and Reeva will attend.
- If a mutual agreement between Copley and LFC is made about the site LFC advises reconvening Collaborators to give them an update on status of a child care center "on the hill" and discuss how they can support the project as it evolves.
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- Business Plan: Dean, Carol, Julia and Reeva continue to fine tune the Business Plan presented to the Board last month. The Child Development Division released details about the rate increases and eligibility expansions they will be implementing in the Child Care Financial Assistance Program (CC FAP) on July 3, 2022. These will make a significant difference in the amount of CC FAP revenue in the Business Plan which will reduce some of the reliance on an annual scholarship campaign. If the LFC Board decides to remain committed to opening a high quality early care and education program, we'll bring back a revised plan incorporating changes in the project and these new CC FAP changes in August or September.

Board discussion:

One acre is inadequate, two acres would be preferable. Must have a contract with Copley prior to entering an agreement about the acreage for the day care.

The participation from other Collaborators on the capital campaign is not firm; however, participation in the form of offering funds to get this project off the ground was expressed.

The estimation of 3.1 million (\$319/ square foot) to build the child care center is low. The site work will be extensive and an additional expense.

Pat Ripley, the Executive Director of LCEDC would like to frame this project as an Economic Development project may lead to site development funds. A partnership here would be beneficial to this project.

Pixie expressed this is a major building project that entails expertise and specific people sheparding the project along its course. The LFC Board needs to examine the source of this resource.

A local philanthropist that has been very supportive to this community may be a source for this project in regard to expertise and materials. Pixie will reach out to this person to discuss when more details are in place.

Reeva cannot oversee construction; her role is financing, child care business, and staffing. The Alburg project for child care has put in a RFP for a construction manager, working with the regional planning commission.

Kathleen, Board Member, had discussed the child care project with a KW (Keller Williams) Realtors broker without identifying the project. Kathleen will pursue their input/advice if the Board agrees this would be beneficial, especially if alternative sites are to be considered.

Board reviewed the potential of a child care center on the land owned by LFC on Bridge Street. This, too, requires expertise in site development. Reeva and Carol will reach out to Kathleen and the KW broker to discuss this potential plan.

A building requiring overhaul to be utilized for this project should be considered. Water/wastewater are criteria to be met and may be expensive. Hooking up to town water is optimal.

New public funding, expected to be available in July, may be available in the fall.

Need to have a clear vision with the site, as well as a business plan, perhaps even a building image prior to starting a capital campaign.

Pixie proposes an approach to envision what you want and move backward, identify steps, and need intense focus.

Start with KW realtor about the site.

Hours of operation key to employers to sell to employees. They discovered they have an aging workforce, don't have immediate need, and don't want to pay to hold spaces.

School age kids for the program from a business perspective. Transportation is an issue with school age children.

Copley will be responsible for revising or ending the MOU with LFC.

7. New Business

Adam reviewed the Morgan Stanley statements considering how the markets are fluctuating. Adam would like to request them to isolate and detail fees and then interpret information to the board regarding MS Fees and transactions unclear.

Dean states the fuel costs in the budget is not going to be a big hit on the operational budget.

Pixie would like a matching retirement plan for LFC staff to be discussed by the Board.

Meeting adjourned at 7:01 PM

Next meeting Wednesday, July 27, 2022 (5:00 to 7:00 PM)