

VALLEY COMMUNITY SERVICES BOARD
February 28, 2018
7:00 p.m. – 85 Sanger’s Lane, Staunton, VA

Members Present

Mike Hamp, Chair
 Phil Floyd, Vice Chair
 Dan Sullivan, Treasurer
 Susan Richardson
 Linda Czyzyk
 Cynthia Burnett
 Miranda Ball
 Deborah Pyles
 Lisa Dunn
 Aaron LeVeck
 Misty Cook

Members Absent

Sarah Rexrode
 Amber Lipscomb
 Mary Miller
 John Hartless

Staff Present

Dave Deering
 Tammy DuBose
 Phil Love
 Dana Fitzgerald
 Tina Martina
 Lauren Gearhart
 Kathy Kristiansen
 Krista Lynch

Visitors

Richard J Heinrich Jr.

CALL TO ORDER	Chair, Mike Hamp, called the meeting to order at 7:00 pm.
ESTABLISH QUORUM	Mr. Hamp established a quorum.
INTRODUCTION OF NEW MEMBER	Mr. Hamp introduced Miranda Ball. Ms. Ball is the Director of Pupil Services for Augusta County Public Schools. Board members introduced themselves.
APPROVAL OF MINUTES	Cynthia Burnett motioned to approve the January 31st Board Minutes. Deborah Pyles seconded. Motion carried.
PUBLIC COMMENT	Mr. Richard J. Heinrich Jr. asked to address the Board. Mr. Heinrich stated that his brother receives services at VCSB. Mr. Heinrich asked who he should talk with to get more help for people with mental illness. Mr. Heinrich expressed concern for the lack of housing for the homeless as well as available transportation. Mr. Heinrich asked where to find the Board minutes and meeting schedule. Mr. Heinrich also asked about employment opportunities at VCSB. Mr. Hamp thanked Mr. Heinrich and stated that his comments would be addressed and a follow up letter would be sent.
EXECUTIVE DIRECTOR’S REPORT: (Handout distributed)	The Executive Report was emailed to members prior to the meeting. <ul style="list-style-type: none"> • Mr. Deering asked for any questions regarding his report.
REPORTING COMMITTEES Please review committee minutes for detailed information	<u>Finance Committee:</u> Met on February 20 th . Dan Sullivan reviewed topics. <ul style="list-style-type: none"> • <u>Financials-</u> Mr. Sullivan reported a surplus of \$129,947 for January and a YTD deficit of \$68,520. Operationally, VCSB had a \$48,000 surplus after prorating the local match revenue. • <u>February Productivity Reports-</u> The ability to provide services is increasing and productivity in Outpatient and Medical Services is gradually improving. • <u>Volume & Payor Mix-</u> The number of clients being seen is the highest it has been in the last four years. Reports show a reduction in Self Pay services as compared to previous months. • <u>ICF Cost Analysis-</u> A positive revenue/cost balance position of \$342,931 was reported.

PowerPoint available upon request.

Please review committee minutes for detailed information

- **Budget-** The FY2019 Budget process has begun. Mr. Love commented on the timelines for the process. A final draft of the proposed budget will be presented to the Finance Committee and Board of Directors in May.
- **DS Day Support Proposal-** Mr. Sullivan stated that the Finance Committee reviewed a new proposal to combine the VCSB DS Day Support programs. Mr. Sullivan asked Mr. Deering to present the PowerPoint outlining the proposal. The presentation highlighted the following:
 - Program service definitions and clients served
 - Pictures of the current DS Day Support programs including the CPP facility located on Richmond Road and the Orchard Lane facility.
 - The clinical benefits of combining the two programs into one.
 - The search history of other sites previously considered.
 - Original lease/New lease.
 - Financial justification and recommendation for approval.

A lengthy discussion followed the presentation. Misty Cook asked what the Orchard Lane facility would be used for if it was vacated. Mr. Deering stated it could be used for training or it could be sold. Tina Martina mentioned the possibility of converting it into a small ICF. Ms. Cook asked for the value of the Orchard Lane property. Ms. Cook inquired about the costs listed on the financial spreadsheet. Mr. Love will provide a corrected spreadsheet as well as details regarding the Richmond Road property. Ms. Cook commented that she was not prepared to vote on the proposal tonight and would like to see additional information. Ms. Cook asked for a floor plan of the proposed Green Hills property. Mr. Hamp stated that the agency has been pursuing this objective for several years and if Board members had additional options they should offer them because a decision needs to be made. Ms. Cook asked that the Board use caution when making this decision to make sure it's the right one. Mr. Hamp asked that members communicate if they have any additional questions or concerns so that those can be addressed prior to the next meeting. Mr. Sullivan asked that questions be sent to him and he would ensure information is communicated prior to the next meeting. Ms. Pyles asked if renovation costs are the same as before. Mr. Love stated that the renovation charges are included in the lease rate. Mr. Hamp stated that his intent is for the Board to vote on the proposal at the March meeting.

Quality & Compliance Committee: Met on February 15th. To save time, Mr. Floyd asked that members review the minutes for details of the meeting.

Communication and Advocacy Committee: Met prior to tonight's meeting.

- Mr. Deering stated that the committee reviewed the letter that was sent to the Legislators regarding PACT funding.
- Mr. Deering shared that the committee is working on a position description for Board members.
- The committee talked about the effects of Medicaid expansion.

Human Resource Committee: Did not meet in February.

Executive Committee: The committee met on February 20th. Ms. Hamp noted all topics of the committee were previously covered by other committees. Mr. Deering commented that the Detox/CSU feasibility study is well underway, being led by Dave Swann of MTM Services.

OLD/NEW BUSINESS	Mr. Sullivan shared information regarding some upcoming events. A free remote medical clinic will be in Buena Vista on March 10th -11th. A Veterans Resource Fair on March 9 th and a Women's Veteran's March is coming up in March.
MEETING ADJOURNED	Mr. Hamp motioned to adjourn. Ms. Burnett seconded. Motion carried.

The Next Scheduled Meeting of the Board of Directors is March 28, 2018.

**Respectfully Submitted,
Tammy DuBose**