

**Valley Community Services Board**  
**85 Sanger's Lane, Staunton, VA**  
**October 23, 2019**  
**5:30 p.m.**

**Members Present**

Phil Floyd, Chair  
 Sarah Rexrode, Vice Chair  
 Mike Hamp, Treasurer  
 Dan Sullivan  
 Linda Czyzyk  
 Lisa Dunn  
 Debbie Pyles  
 Misty Cook  
 Aaron Leveck  
 Cynthia Burnett  
 John Hartless  
 Anna Leavitt

**Staff Present**

Dave Deering  
 Tammy DuBose  
 Tina Martina  
 Cindi Johnson

**Visitors**

**Members Absent**

Nichole Nicholson  
 Miranda Ball

<b>CALL TO ORDER</b>	Chair, Phil Floyd, called the meeting to order at 5:30 pm.
<b>ESTABLISH QUORUM</b>	Mr. Floyd established a quorum.
<b>ANNOUNCEMENTS</b>	Mr. Floyd shared that Frank Kennerly is unable to continue as a Board member due to the demands of his new job.
<b>PUBLIC COMMENT</b>	No public comment.
<b>MINUTES</b>	<b>Cynthia Burnett motioned to approve the September 25<sup>th</sup> minutes. Aaron LeVeck seconded. Motion carried.</b>
<b>COMMITTEE REPORTING</b>	<p><b><u>Finance Committee:</u></b> Met on October 15<sup>th</sup>. Cindi Johnson gave a brief overview.</p> <ul style="list-style-type: none"> <li>• Ms. Johnson shared that the Finance Department has a current vacancy due to a probationary release. Ms. Johnson added that the position will be evaluated to determine if it needs to be filled.</li> <li>• The OPEB adjustment was approximately a \$1,100,000 reduction of expenses which changed the program deficit into an agency surplus of approximately \$600,000. Ms. Johnson shared that the audit process appears to be on schedule.</li> <li>• Ms. Johnson was happy to announce that both the Representative Payee and VCSB's Operating accounts were current as of yesterday.</li> <li>• Ms. Johnson plans to work on adjusting the FY20 Budget in November and December.</li> <li>• Ms. Johnson shared that Self-funded Liability of approximately \$400,000 is on the books compared to around \$100,000 a year ago.</li> <li>• August financials show a deficit of \$496,000; primarily due to the denials of authorizations for the TDT program. Discussion followed regarding the denial situation throughout the state. Dan Sullivan asked if denials are being appealed. Mr. Sullivan commented that Medicaid cannot stop funding while a renewal is being appealed. Mr. Deering stated that the authorizations are not considered renewals; when an authorization expires, you must apply for a new authorization. Mr. Sullivan shared that he has been communicating with Sarah Stanton from the Virginia Division of Legislative Services. Mr. Sullivan stated that he and Mr. Deering will get together to discuss further. Looking ahead, Ms. Johnson shared that the September financials are looking to be a positive impact.</li> <li>• <b>Mr. Hamp motioned on behalf of the Finance Committee to approve the August Financial Reports as presented. Motion carried.</b></li> </ul>

<p>Please review committee minutes for detailed information</p>	<p><b>Consent Agenda:</b>  <b>Ms. Burnett motioned to approve reports from the Consent Agenda. Linda Czyzyk seconded. Motion carried.</b></p>
<p><b>ANNUAL TRAINING</b></p>	<p>Sarah Rexrode reviewed the Annual Training PowerPoint which included three main elements.</p> <ul style="list-style-type: none"> <li>• Conflict of Interest</li> <li>• FOIA</li> <li>• Fraud and Abuse</li> </ul> <p>Examples were given for each element and discussion followed. Anna Leavitt lead a discussion regarding Conflict of Interest. It was decided that the following excerpt from Article X of the bylaws would be added to each member's position description.</p> <p><b><i>The membership of the Board shall conduct all of its activities in such a manner as to preclude possible conflict of interest. No member of the Board shall vote on an issue in which they have direct or indirect interest or fiduciary responsibility.</i></b></p>
<p><b>OLD/NEW BUSINESS</b></p>	<ul style="list-style-type: none"> <li>• Mr. Floyd noted that a copy of the Board Roster was distributed to members.</li> <li>• Mr. Floyd reminded members that the next Board meeting is December 4<sup>th</sup>.</li> </ul>
<p><b>MEETING ADJOURNED</b></p>	<p><b>Mr. Sullivan motioned to adjourn. Mr. Hamp seconded. Motion carried.</b></p>

**The Next Scheduled Meeting of the Board of Directors is December 4<sup>th</sup> at 5:30 pm**

**Respectfully Submitted,  
Tammy DuBose**