

Valley Community Services Board
85 Sanger's Lane, Staunton, VA
February 24, 2021
5:30 p.m.

Members Present

Dan Sullivan, Chair
 Debbie Pyles, Vice Chair
 Mike Hamp, Treasurer
 Cynthia Burnett
 John Hartless
 Anna Leavitt

Members Present via Zoom

Nichole Nicholson
 Linda Czyzyk
 Nitch Narduzzi
 Lisa Dunn Shiflett
 Mary Powell
 Debra Freeman-Belle
 Misty Cook
 Emily Malcolm

Members Absent

Staff Present

Tammy DuBose
 Dr. Kimberly McClanahan
 Dana Fitzgerald

Staff Present via Zoom

Tina Martina
 Dr. Jack Barber
 Kathy Kristiansen
 Marybeth Albritton
 Alexis Wagner-Call
 Jane Fetterman

Visitors via Zoom

Diana Maier

CALL TO ORDER	Chair, Dan Sullivan, called the meeting to order at 5:30 pm.
ESTABLISH QUORUM	Mr. Sullivan established a quorum.
PUBLIC COMMENT	No public comment.
INTRODUCTION OF NEW MEMBER	Mr. Sullivan introduced Emily Malcolm as the new representative from Highland County. Ms. Malcolm, Director of Highland County DSS, shared that she is excited to be on the Board.
MINUTES	Cynthia Burnett moved to approve the January 27, 2021 Board Meeting Minutes. John Hartless seconded. Motion carried.
EXECUTIVE DIRECTOR'S REPORT	<p>Dr. McClanahan gave an overview of her written report:</p> <p><u>Statewide Updates:</u></p> <ul style="list-style-type: none"> • The 40 CSBs in Virginia are divided into five Regions. VCSB is in Region 1 with eight other CSBs. Beginning July 1, 2021 regional funds for Region 1 will all be managed by Region Ten instead of two CSBs. • Region 1 has \$900,000 to develop a call center for the region. An RFP has been posted with a due date of March 9, 2021. <p><u>Marcus Alert Legislation:</u></p> <ul style="list-style-type: none"> • This is legislation to aid the mentally ill with getting services they need by engaging law enforcement with mental health professionals to reduce hospitalizations, incarcerations, etc. The rollout for Region 1 will begin with Rappahannock Rapidan CSB, with other CSBs following in the next few years. <p><u>Performance Contract:</u></p> <ul style="list-style-type: none"> • DBHDS has until 3/30/2021 to put forward any revisions to the contracts for FY2022. <p><u>Other News:</u></p> <ul style="list-style-type: none"> • Community Mental Health Webinar: Creating an Effective Coalition for Enhancing Treatment Capacity. Bob Tucker, Assistant Director of Behavioral Health, was a panelist. • Strategic Planning: Dr. McClanahan and Terri Glass, President of Leadership Solutions, had a call to discuss strategic planning. Additional discussion under new business.

	<ul style="list-style-type: none"> • HR Director: Dereck Criner will begin on April 12th. • Accounting Manager: Wylma Sumner will begin on April 1st. • One-on-One Meetings: A few members still need to set up a meeting with Dr. McClanahan. <p>Nitch Narduzzi shared that she was grateful that VCSB was part of the Community Mental Health Webinar. Ms. Narduzzi spoke about a presentation from Unite Virginia. Ms. Narduzzi commented on the “Arrow Project” and “On Our Own” center in Charlottesville. Ms. Narduzzi offered to forward information to Board members. Ms. Narduzzi added that the Commonwealth Attorney’s Office did ask for specific feedback from VCSB regarding a MOU. Dr. McClanahan stated that information regarding that should be sent directly to her.</p>
<p>COMMITTEE REPORTS</p>	<p>Finance Committee: Ms. Albritton shared a PowerPoint outlining the December Financials and reviewed the following outline.</p> <p>Income Statement</p> <ul style="list-style-type: none"> • Overall performance is close to plan for YTD December, showing a surplus of \$321,052. • Reason for the surplus year to date is largely due to the funding received, not included in plan. • Cares Act Funding \$269K and Increased Funding for OBOT and a few other programs • Billing Unit volumes overall are 9% higher than budget for December. • Adult outpatient services continue to be strong, outperforming budget. <ul style="list-style-type: none"> ○ Mental Health 30% and Substance Abuse 70% over budgeted volumes ○ Strong volume performance in PACT and Case Management Adult • Gross Charges of \$1.2M posted for December. • Salary Expenses less than budget due to vacant positions, \$563K YTD • Professional Service Fees December \$354K, \$206K higher than average spend by month YTD. • Client Related Expenses are \$1M higher than plan, experiencing significant needs for rent and housing related expenses. <ul style="list-style-type: none"> ○ Please Note: Variance is not included in budget but has an equivalent reimbursement offset. • Supplies are \$70K higher than plan. <p>Balance Sheet</p> <ul style="list-style-type: none"> • Balance sheet December YTD compared to June YTD financials <ul style="list-style-type: none"> ○ Main Operating Cash at \$5M <ul style="list-style-type: none"> ▪ Strong revenue cycle performance from Credible, with \$1.1M collected. ○ Medicaid funding \$675K received after cost report was finalized. <p>Please Note: We are anticipating based on FY 2016 a payback for FY 2017 of \$150,927 for Greenstone and \$35,296 for Grandview. ICF cost reports have been submitted, ICF costs are lower than Medicaid reimbursement rates. Both ICFs are in a payback situation.</p> <p>Program Highlights</p> <ul style="list-style-type: none"> • Surplus Case Management– YTD surplus of \$149K • ICFs Grandview and Greenstone- <ul style="list-style-type: none"> ○ Based upon FY 16 and 17 DMAS audits, we proactively included in our plan an estimate of traditionally disallowed cost. ICF cost reports have been submitted, ICF costs are lower than Medicaid reimbursement rates. Both ICFs are in a payback situation. For Example: Physical Therapy and Occupational Therapy are not able to be performed in the ICFs due to COVID. • December was the last month for Clubhouse rent. • School Based Outpatient Program, YTD loss of (\$176,872), projecting a FY2021 loss of (\$353,744) <ul style="list-style-type: none"> ○ December billable unit volume down 58% to budget <p>Mike Hamp moved to accept the December Financials as presented. Mr. Hartless seconded. Motion carried.</p>

<p>CONSENT AGENDA</p>	<p>Human Resource Committee: Ms. Burnett shared that the committee reviewed a request to add Juneteenth as a holiday to the current and future holiday schedules. Ms. Burnett added that the VCSB's Racial Equity, Social Justice, and Health Equity Committee brought forth this proposal, through the Executive Leadership Team (ELT), as a way of honoring and recognizing the meaning of Juneteenth. Ms. Burnett shared the Governor's comments with regard to the holiday. Ms. Burnett added that Juneteenth was announced as a state holiday, but it is not mandatory for employers to add the holiday. The Finance/Executive Committee accepted the recommendation from the Human Resource Committee and asked that the full Board discuss further. Discussion followed regarding the cost of an additional holiday, the currently holidays, and PTO accruals for staff. Several members shared thoughts on the current holiday schedule as well as thoughts on other holidays that are not currently being recognized by VCSB. Mr. Hartless commented on the financial aspects of this decision. Ms. Narduzzi suggested trading a current holiday for Juneteenth. After a lengthy discussion, Ms. Burnett moved to add Juneteenth as a holiday starting this current fiscal year and for future holiday schedules. Ms. Leavitt seconded. Mr. Hartless asked to amend the motion. Mr. Hartless moved that this discussion be tabled and reconsidered during the Strategic Plan development and FY22 planning. Ms. Pyles seconded. Mr. Sullivan asked for a vote on the amendment by a show of hands. The amendment was opposed by a vote of eight to five. Ms. Burnett's motion to add Juneteenth for this current fiscal year and to continue in the future was then voted on. With a vote of eight to five, the motion carried.</p> <p>Consent Agenda:</p> <ul style="list-style-type: none"> • Ms. Pyles moved to approve the consent agenda consisting of reports from the following: Mr. Hamp seconded. Motion carried. <p>Human Resource Committee Report o February 11, 2021 Minutes Quality and Compliance Committee Report o February 10 ,2021 Minutes Finance/Executive Committee Report o February 16 ,2021</p>
<p>OLD/NEW BUSINESS</p>	<p><u>New business:</u> Strategic Planning Dr. McClanahan shared information obtained from her recent conversation with Terri Glass. Region Ten recently employed Ms. Glass for their strategic plan and has recommended her. Dr. McClanahan shared that the cost would likely be between \$8,000 and \$10,000. Dr. McClanahan added that the new HR Director has experience in strategic planning and it would be helpful to wait until he is on board to begin the process. Ms. Leavitt asked Dr. McClanahan to find out if there was information that the Board could start gathering in advance to help with the process.</p>
<p>MEETING ADJOURNED</p>	<p>Ms. Leavitt moved to adjourn. Ms. Burnett seconded. Motion carried.</p>

Respectfully Submitted, Tammy DuBose