

Valley Community Services Board
85 Sanger's Lane, Staunton, VA
May 26, 2021
5:30 p.m.

Members Present

Dan Sullivan, Chair
 Debbie Pyles, Vice Chair
 Mike Hamp
 Anna Leavitt

Members Present via Zoom

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

Members Absent

John Hartless
 Cynthia Burnett
 Emily Malcolm

Staff Present

Tammy DuBose
 Dr. Kimberly McClanahan
 Dana Fitzgerald

Visitors via Zoom

Staff Present via Zoom

Tina Martina
 Dr. Jack Barber
 Marybeth Albritton
 Jane Fetterman

CALL TO ORDER	Chair, Dan Sullivan, called the meeting to order at 5:35 pm.
ESTABLISH QUORUM	Mr. Sullivan established a quorum.
PUBLIC COMMENT	No public comment.
MINUTES	Anna Leavitt moved to approve the April 28, 2021, Board Meeting Minutes. Linda Czyzyk seconded. Motion carried.
EXECUTIVE DIRECTOR'S REPORT (please see report for full details)	<p>Dr. McClanahan gave an overview of her written report, highlighting main topics. <u>Statewide Updates:</u></p> <ol style="list-style-type: none"> 1. Regional Call Center: Region 1 submitted its Crisis Call Center application on 4/16/21. No feedback has been received yet. 2. Adult Mobile Response proposal: Region 1's proposal was submitted on 4/8/21. No feedback has been received yet. 3. The 5% raise for state employees; we do have information (as of today) regarding the monies we were allotted toward the COLA. The funding allocated must be used for salary increases. 4. Continued discussion occurred about a reimbursement model for federal block grants. There is ongoing discussion among the CSB CFOs and the Department. No final decisions have been made. 5. There was also discussion about having MOUs with private providers for crisis services; this was not met with enthusiasm. The question is whether this will be voluntary or mandatory. 6. VACSB is planning to send out a salary survey. 7. A continuing theme at all meetings is the ongoing concern about staff recruitment and retention. 8. Across meetings, a great deal of concern was expressed about how the Crisis Call Center, Mobile Crisis, and Marcus Alert initiatives will work together. 9. Discussion was also had around the marijuana legislation among Region 1 Executive Directors. No consensus was reached. <p><u>BRAVO-</u> Behavioral Health Redesign, Access, Value and Outcomes</p> <ol style="list-style-type: none"> 1. We are still on track to begin a small ACT team on July 1, 2021. 2. Discussion was had at one of the meetings regarding the need for national accreditation for beginning Mental Health IOP services. This is a real barrier to providing those services due to the time and cost of national accreditation.

	<p><u>STEP-VA</u></p> <ol style="list-style-type: none"> 1. Service Members, Veterans, and Family Members, (SMVF) portion of STEP-VA is slated to start in FY22. VCSB received \$69,574.83 to help implement the program. 2. Peer Support and Family Services will also be implemented in FY22. VCSB received \$105,000 to help implement this program. 3. Outpatient Services: Additional monies will be available on July 1, 2021. We will receive \$154,150.00 to enhance services. <p><u>Performance Contracts:</u></p> <ol style="list-style-type: none"> 1. The proposed performance contract is available. Several hours were spent with other CSBs to provide feedback to the Department with suggested changes. 2. We have received our letter of notification, i.e., funding letter for FY22. We just received this and are reviewing. It does have funding toward the 5% COLA given to state employees. <p><u>Other News:</u></p> <ol style="list-style-type: none"> 1. We have received one locality's "match" for FY22. Augusta County will pay Valley \$197,000; we asked for \$316,899. 2. Tina provided a presentation to the Executive/Finance Committee regarding options for changing or modifying how we manage the Greenstone ICF property with a recommendation that we get out of our current arrangement with the Greenstone Board, and other partners; and purchase a home that will work much better for our ICF individuals in both clinical and financial matters. The recommendations will be considered by the committees. 3. Strategic Planning: We are scheduled to meet in person at the Augusta County Government Center on June 5, 2021, from 9:00am to 4:00pm with our consultant, Terrie Glass. Lunch will be served. 4. The All-Staff survey regarding returning to the work site is complete. Dereck will highlight some points. Staff overwhelmingly wish for a hybrid model of work, i.e., divided between on-site and remote. 5. We are working on updated guidance for our staff regarding COVID-19 restrictions. Dereck is close to having that completed. 6. Mr. Sullivan and I met with our newest board member, Emily Malcolm, and I have asked staff to reach out to her to provide answers for some of her questions.
<p>COMMITTEE REPORTS</p> <p>(please see reports for full details)</p>	<p>Finance Committee: Ms. Albritton shared a PowerPoint outlining the March Financials and reviewed the following outline.</p> <p><u>Income Statement:</u></p> <ul style="list-style-type: none"> • Overall performance surplus YTD March \$784K • Additional funding received YTD, not included in plan • Billing Unit volumes overall are 14% higher than budget for March • Gross Charges of \$1.3M posted for March • Salary Expenses less than budget due to vacant positions, \$903K YTD • Professional Service Fees are in line with plan, variance running at \$41K YTD • Client Related Expenses are \$1.5M higher than plan, experiencing significant needs for rent and housing related expenses • Supplies are \$48K higher than plan <p>Connection difficulties prevented further presentation of the financials. Please review the Finance/Executive Committee Minutes dated May 13, 2021, for further information.</p> <p>Mike Hamp motioned to approve the financial reports as written. Ms. Powell seconded. Motion carried.</p>
<p>CONSENT AGENDA</p>	<p>Human Resource Committee- Lisa Shiflett gave an overview of the June 13th meeting; sharing that the committee reviewed and approved two new positions. Ms. Shiflett gave a brief description of the first position.</p> <ul style="list-style-type: none"> • Veteran-Peer Recovery Specialist- This position is required as part of a mandated service for service members, veterans, and families (SMVF). The position will be funded by a grant. Recruiting will heavily target the SMVF community, as a Peer Recovery Specialist is required by DBHDS to have a connection with service members or veterans. Ms. Shiflett moved on behalf of the HR Committee to approve this position. Motion carried. <p>Ms. Shiflett asked Dereck Criner, HR Director, to present the next position.</p>

	<ul style="list-style-type: none"> Grant Coordinator- This position is designed to focus on applying for and managing grant funds and establishing and maintaining a 501(c)(3) to expand VCSB's opportunities for philanthropic support. The Executive Leadership Team sees this position as not only having the potential to generate revenue, but also mitigate risks associated with the current grant management approach, which is split up among several individuals throughout the agency rather than living in one position or department. Mr. Criner added that the hiring range would begin at \$40,000, and max out at \$50,000 for the starting salary. Dr. McClanahan added that in the future, she would like to see this position focus some on agency outreach and promotion. A lengthy discussion followed regarding this position. Ms. Leavitt added that she agrees this position is definitely needed and that it would be a full-time position without adding the responsibility of obtaining additional grants. Ms. Pyles asked if this position would manage all of the current grants as well as new grants. Mr. Criner commented that this position would work closely with current staff that are managing grants now, assisting with ongoing grants, as well as searching for new ones. Debra Freeman-Belle asked Mr. Criner to share his thoughts regarding the effectiveness of current grant management and the impact of not adding this position. Mr. Criner shared that there will be missed opportunities for additional funds, the development of a 501(c)(3) would be delayed and multiple staff will continue to manage grants. Ms. Powell asked how the position will be funded. Mr. Criner shared that there are existing dollars in the budget due to current staff vacancies. Mr. Sullivan called for a vote by a show of hands. Mr. Sullivan asked members to raise their hands if they were in favor of approving the position. Motion carried by a vote of 6-4. <p>FY2021 Proposed Budget: Mr. Sullivan asked Ms. Albritton to give a quick review. The entire budget was sent to the Board for review prior to the meeting.</p> <ul style="list-style-type: none"> Ms. Albritton shared that the budget for FY2022 is the same as FY2021 with some adjustments made. Ms. Albritton added that the key goal is to improve the level of engagement with clinical leaders and financial staff. Mr. Sullivan shared that the funding from DBHDS will not allow for a 5% increase to CSBs as award to State employees. The funding at this time appears to be approximately a 1.5% increase for salaries. Mr. Sullivan asked that a COLA of 3% be added to the FY2022 budget. The agency will fund the additional 1.5% in order for staff to receive a 3% increase effective July 1, 2021. Ms. Albritton agreed to add this to the budget for approval at the June Board Meeting. <p>Consent Agenda: Mr. Sullivan asked for a motion to approve the Consent Agenda with the exception of the representative payee fee discussion. Mr. Hamp moved to approve the Consent Agenda. Ms. Leavitt seconded. Motion carried.</p>
<p>OLD/NEW BUSINESS</p>	<p>Old/New Business:</p> <p><u>Nominating Committee:</u> Ms. Leavitt, on behalf of the Nominating Committee, presented the Slate of Officer for FY2022. Ms. Leavitt asked for any additional nominations from the floor. There were no additional nominations. Voting will take place at the June 23, 2021, Board Meeting.</p> <p><u>FY2022 Slate of Officers:</u></p> <ul style="list-style-type: none"> Chair, Dan Sullivan Vice Chair, Debbie Pyles Treasurer, Debra Freeman-Belle <p><u>Representative Payee Service Fee Proposal-</u> Dr. McClanahan shared a follow-up to last month's discussion. After reviewing all the Rep Payee clients, it was determined that only four clients do not receive the full SSDI payment. Mr. Sullivan shared that the Finance/Executive Committee reviewed and approved a \$30 fee charge per client for those receiving the full SSDI. The four clients identified as not receiving the full benefit will not be charged. Mr. Sullivan moved on behalf of the committee to accept the recommendation and to begin the service fee charge on August 1, 2021. Motion carried.</p>

	<p><u>Strategic Planning Meeting:</u> Dr. McClanahan reminded everyone of the upcoming Strategic Planning Session for Saturday, June 5, 2021, from 9am-4pm. The meeting will be hosted at the Augusta County Government Center. Please contact Tammy DuBose to confirm your attendance for the meeting.</p> <p><u>Staff Survey- Return to Office:</u> Mr. Criner shared comments from the survey. A response rate of 65% was received with an overwhelming staff desire to continue telework in some manner.</p> <p><u>OIG Exclusion List-</u> Dr. McClanahan shared that the Office of Inspector General (OIG) has an exclusion list of people that have committed Medicaid/Medicare Fraud and therefore not allowable for reimbursement for services. VCSB is required to check the list monthly for all VCSB staff. This requirement also includes vendors, contractors, and Board of Directors. Mr. Sullivan shared that Mr. Criner will reach out to Board members individually to obtain the needed information.</p>
<p>MEETING ADJOURNED</p>	<p>Ms. Leavitt moved to adjourn. Ms. Pyles seconded. Motion carried.</p>

Respectfully Submitted, Tammy DuBose