

Valley Community Services Board
85 Sanger's Lane, Staunton, VA
September 23, 2020
5:30 p.m.

Members Present

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

Members Present via Zoom

Nichole Nicholson
 Linda Czyzyk
 Nitch Narduzzi
 Lisa Dunn Shiflett
 Holli McVeigh
 Anna Leavitt
 Misty Cook
 Debra Freeman-Belle

Members Absent

Mary Powell

Staff Present

Tammy DuBose
 Dr. Kimberly McClanahan
 Marybeth Albritton
 Dana Fitzgerald

Staff Present via Zoom

Tina Martina
 Jane Fetterman
 Dr. Jack Barber

Visitors

Mayor Andrea Oakes

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| 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. |
| MINUTES | Mr. Hartless moved to approve the July 22, 2020 Board Meeting Minutes. Ms. Pyles seconded. Motion carried. |
| INTRODUCTIONS | Dr. McClanahan introduced Marybeth Albritton, VCSB's new CFO. Ms. Albritton gave an overview of her career. Dr. McClanahan introduced Dr. Jack Barber, VCSB's new Medical Director. Dr. Barber will be helping with providing services for PACT and OBOT. He also provides medical oversight to the ICFs. Dr. Barber gave an overview of his career path. |
| EXECUTIVE DIRECTOR'S REPORT | Dr. McClanahan commented that all materials have been submitted for the FY20 Financial Audit. VCSB is expecting a better audit than was received for FY19. Dr. McClanahan's goal is to have a clean audit for FY21. Dr. McClanahan praised Cindi Johnson for her hard work in providing information to the auditors. Dr. McClanahan shared that true same day access will start on October 5 th . This will eliminate scheduled intakes, except for hospital discharges. |
| COMMITTEE REPORTS | Finance Committee: Ms. Albritton presented the financial information that was shared at the Finance and Executive Committee. June Financials <ul style="list-style-type: none"> • June Balance Sheet- The statements are pre-audit. The balance sheet for June contains cash of \$270,000 for rent and mortgage relief. • June Income Statement- Approximately \$275,000 of the SU Block Grant was applied to revenue after a discussion with the Department of Behavioral Health and Developmental Services (DBHDS). Gross charges of \$14 million indicated a strong year, despite the closing of several programs. • Miscellaneous income was favorable due to the return and sale of Enterprise vehicles. • Supplies are higher due to PPE expenses. |

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| | <ul style="list-style-type: none"> • June shows a deficit of (\$316,483). <p>July Financials</p> <ul style="list-style-type: none"> • July Balance Sheet- The statements are pre-audit. The balance sheet is a bit higher after the June YTD financials. Medicaid funding of \$675,000 was received after the cost report was finalized. Based on the FY16 payback, we are anticipating a payback to DMAS for FY17 of \$150,927 for Greenstone and \$35,926 for Grandview. • Income Statement- Overall performance is close to projected YTD for July 2020. July statement shows a surplus of \$38,810. Billing units' volumes are overall 9% higher than budget. Gross charges for July are \$1.1 million, running 5% above projection. Salary expenses are less than budget due to vacant positions. Client related expenses are \$116,000 higher than planned, due to significant need for rent and housing related expenses. Supplies are \$21,000 over budget, mostly due to PPE supplies. • Revenue Cycle Performance- Analysis of July balances due by payor collected by September 10, 2020 reveal only \$95,000; 9% unpaid balances remain for July for non-self-pay. • Program Statement Highlights: <ul style="list-style-type: none"> ▪ Surplus for Adult and Child Case Management ▪ ICFs (Grandview and Greenstone)- based on FY16 & FY17 DMAS audits, an estimate for disallowed cost. ▪ Clubhouse rent will continue through December, which is the end of the lease. ▪ School Based Outpatient Program (SBOP) typically picks up September through May when children are normally present at school. <p>Mr. Hamp moved to accept the June and July Financials as presented. Mr. Hartless seconded. Motion carried.</p> |
| <p>CONSENT AGENDA</p> | <ul style="list-style-type: none"> • Ms. Burnett moved to approve the consent agenda consisting of reports from the following: <ul style="list-style-type: none"> ○ Human Resources Committee ○ Quality and Compliance Committee ○ Communications and Advocacy Committee ○ Finance/Executive Committee <p>Ms. Pyles seconded. Motion carried.</p> |
| <p>OLD/NEW BUSINESS</p> | <ul style="list-style-type: none"> • 2021 Employee Health Insurance Plan <p>Mr. Sullivan reviewed information that he previously shared with the Board. VCSB's current Employee Health Insurance is a self-insured plan with Aetna. Mr. Sullivan reviewed comparison slides for self-insured vs fully insured plans. The plans also included an option to add a \$3,000 deductible plan. Mr. Sullivan added that he and Dr. McClanahan have met with representatives from McGriff Insurance, VCSB's current insurance broker. Mr. Sullivan shared that the representatives agreed that staying with the current self-insured plan is a high risk to the agency due to the decrease in staffing this past year. Mr. Sullivan moved that VCSB switch from self-insured to fully insured. Discussion followed. Ms. Burnett pointed out that staff have already taken furlough time this year and that employee costs need to be considered. Ms. Burnett commented that this process seems to be moving too fast and is not allowing time to fully understand options and how the changes will affect staff and agency cost. Mr. Sullivan apologized that the Board has not been more involved but assured all that he and Dr. McClanahan have spent a lot of time reviewing the plans. Ms. Burnett asked Ms. Albritton if she had reviewed the financial impact of changing plans. Ms. Albritton shared that she sat in on one meeting with the brokers but had not seen any numbers until tonight. Dr. McClanahan added that the current self-insured plan is too big of risk and that a few large claims could bankrupt the agency. John Hartless inquired about the \$3,000 high deductible plan. Mr. Sullivan explained that VCSB's contribution would be \$300 for each employee that enrolled in the \$3,000 deductible plan. Mr. Hamp commented that he is uncomfortable that only Mr. Sullivan and Dr. McClanahan have vetted the plans and that this type of decision should have been a full Board process. Several members had additional questions about the plans and the costs to the agency and to the employees. Mr. Hamp added that the information presented tonight does not look like a realistic price structure. After a lengthy discussion, it was decided that further information and details were needed before members would be</p> |

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| | <p>comfortable with a vote. It was suggested that a special meeting be held next week and that the following information be presented.</p> <ol style="list-style-type: none"> 1. Premium cost for the employee, at no more than a 3% increase. 2. Employer contribution cost with an employee 3% increase- outlined cost with both defined contribution and cost percentage. 3. Provide additional information and details on the plan options <p>Mr. Sullivan moved that the motion be tabled. Ms. Pyles seconded. Motion carried.</p> |
| <p>MEETING ADJOURNED</p> | <p>Ms. Burnett moved to adjourn. Ms. Pyles seconded. Motion carried.</p> |

Respectfully Submitted, Tammy DuBose