

Valley Community Services Board
85 Sanger's Lane, Staunton, VA
September 28, 2022
5:30 p.m.

Members Present: Ross Parker, Chair; Dan Sullivan, Vice Chair; Misty Cook, Stephanie Huffman, Anna Leavitt, Emily Malcolm, Sonya Pulliam-Payne, Mary Powell, Frank Pyanoe, Nitch Narduzzi*

Members Absent: Deborah Freeman-Belle, Treasurer; Leslie Snyder

Visitors: Renee Hall, National Alliance on Mental Illness (NAMI) President; NAMI members - Tom Jackson, Celeste Mack

Staff Present: Dr. Kimberly McClanahan, Dr. Devin Foster, Sandra Buckland, OBAT Nurse/NAMI member; Dereck Criner, Kathy Curry, Tina Martina, Dr. Jack Barber*, Melissa Doyle*, Jane Fetterman*, Dana Fitzgerald*, Kathy Kristiansen*

***Denotes via Zoom**

CALL TO ORDER: Chair, Ross Parker, called the meeting to order at 5:30 pm.

ESTABLISH QUORUM: Mr. Parker established a quorum.

ELECTRONIC PARTICIPATION: Mr. Parker shared that Nitch Narduzzi was participating remotely. Ms. Narduzzi stated that she was participating remotely from her home in Staunton, Virginia.

PUBLIC COMMENT: No public comment.

INTRODUCTION: Mr. Parker introduced new Board member, Sonya Pulliam-Payne, Waynesboro representative.

BOARD MEMBER DOCUMENTS: Mr. Parker asked Board members to sign Board Member Job Description forms. Board member welcome letters along with Board Bylaws were handed out to new Board members. In addition, Conflict of Interest (COI) forms were emailed to all Board members and hardcopies handed out to Board members present.

MINUTES: Anna Leavitt moved to approve the July 27th Board minutes. Frank Pyanoe seconded. Misty Cook abstained. Approved.

PROGRAM PRESENTATION: Renee Hall, NAMI President, introduced members Sandra Buckland, Tom Jackson, and Celeste Mack. Ms. Hall shared her NAMI presentation highlighting how NAMI educates, advocates, and supports people affected by mental health conditions.

EXECUTIVE DIRECTOR'S REPORT: Dr. McClanahan commented on her 9.26.2022 report that was shared electronically with members.

- Ellen Harrison, Executive Director of Harrisonburg-Rockingham CSB, was appointed Deputy Commissioner at DBHDS.
- The governor has a Transformation Officer, and Behavioral Health will be under transformation. The Department of Behavioral Health & Developmental Services (DBHDS) will receive \$1.3 million for consulting services and one full time equivalent to help redesign the Behavioral Health System.
- Commissioner Nelson Smith visited VCSB on Monday, September 26th, toured the building, and met with many department leaders. He was impressed with our building and staff.
- VCSB has been approached to set up a Crisis Receiving Center (CRC) this fiscal year with the idea that a Crisis/Detox Stabilization Center will come the following fiscal year. DBHDS will provide \$1 million this fiscal year which will be ongoing; unused finances will be in the budget for next year and will be funded \$1.5 to \$1.8 million

for the CRC ongoing until we become sustainable. DBHDS has \$4 million in funds for next fiscal year to help set up the Crisis/Detox Stabilization Center.

- Staff is appreciative of the July 1st 5% Cost of Living Adjustment (COLA).
- BB&T Mortgage loan was paid in full.
- Mr. Pyanoe asked about building requirements for the CRC. Dr. McClanahan responded that part of the \$1 million from DBHDS would be used for renovations.
- Ms. Cook asked where the informational session was going to be for the Pharmaceutical Settlement Agreements. Dr. McClanahan stated it would be via Zoom and would send her the information. Ms. Cook said Augusta County has funds for it and made the suggestion Dr. McClanahan send an invite to other localities.

COMMITTEE REPORTS: Please see full reports enclosed.

Finance Committee: Dr. Devin Foster shared the FY2023 Financials – July and August 2022.

- July Balance Sheet showed Total Cash \$10,445,299.62, Total Assets \$15,435,362.57, Total Liabilities \$15,435,362.57; Budget to Actual: Year-to-Date Net Revenue \$2,036,382, Total Operating Expense \$1,990,843, Surplus \$45,539. We are receiving federal reimbursement money in the amount of \$53,264.99 from Substance Abuse Federal Block Grant and \$13,929.72 from Mental Health Federal Block grant, totaling \$67,194.71 for July.
- August Balance Sheet showed Total Cash \$10,274,774.71, Total Assets \$14,668,725.84, Total Liabilities \$14,668,725.84; Budget to Actual: Year-to-Date Net Revenue \$3.8, Total Operating Expense \$2.9 million, Surplus \$952.372. We have Federal Block Grant reimbursements coming for August - \$15,020 from Mental Health Federal Block Grant and \$58,286 from Substance Abuse Federal Block Grant, totaling \$73,307.
- July and August Income Sheets show Expenses Year-to-Date total \$952,372. July and August 2022 Income Statements had discrepancies due to a template malfunction.
- Dr. Foster stated he will share Finance reports with the Fiscal Oversight Committee after corrections are made.
- **The Fiscal Oversight Committee did not recommend approval of the July and August Financials.**
- **Mr. Parker stated the Fiscal Committee recommended approval of the plan to develop a Crisis Receiving Center with a continuation contingent on the development of a business plan that justifies the facility. Voted. Approved.**

Compliance Committee: Dan Sullivan reported the Compliance Committee had no quorum; having quarterly meetings was discussed.

Service Delivery Oversight Committee: Mary Powell stated the committee met; no action items. Discussion was held to decide meeting topics. Ms. Powell and Dr. McClanahan will meet at a later date to discuss further.

OLD/NEW BUSINESS:

- Mr. Sullivan discussed annual Board member training requirements, Freedom of Information ACT (FOIA), and COI and shared COI handout and video. Ms. Narduzzi said in collaborations with community members, not certain who competitors are, is she being appropriate in networking? Mr. Sullivan stated as long as she discloses, she is appropriate. Mr. Sullivan referred her to Mr. Parker for future guidance. Ms. Narduzzi asked if policies on requesting remote participation due to disability would be in alignment with the FOIA training video. Mr. Sullivan said it would be discussed at the Compliance Committee and the Board would follow their decision.
- Dr. Kimberly McClanahan shared the following (hardcopies were handed out to the Board):
 - Newspaper articles featuring VCSB staff, Leah Hale and Lydia Campbell.
 - VACSB Advocacy for the upcoming General Assembly.
 - Strategic Plan and Strategic Planning Tracker. Dr. Foster revised objectives for Goal 3 regarding Finance. Mr. Sullivan stated that the approval would be an Executive Committee decision that would be brought to the Board.

MEETING ADJOURNED: Ms. Cook moved to adjourn. Mr. Sullivan seconded. Motion carried.

Respectfully Submitted:

Kathy Curry