

# Board Meeting Minutes

May 26, 2011



NEW RIVER VALLEY COMMUNITY SERVICES

*Questions or Comments? Please contact Melissa Jackson, Clerk of the Board, at 961-8421.*

## **Call to Order:**

The meeting was called to order by Chair, Vicky Collins, at 6:59 p.m. Roll call was read by Melissa Jackson, Clerk of the Board. Collins announced this is Richard Gregory's last Board meeting with NRVCS due to the end of his term and upcoming relocation. Collins and Harvey Barker, Executive Director, both offered words of thanks to Gregory for his many years of service.

## **\*\*\*Minutes:**

The minutes of the April 28, 2011 Board meeting were reviewed. One minor correction was noted along with one minor addition. Bill Gardner moved that the minutes of the meeting be approved with the changes noted. Scarlett Ratcliffe seconded the motion, which was approved unanimously.

## **Recognition of Guests:**

None

## **Public Comment:**

None

## **Program Presentation (Medical Services):**

Medical Services Director, Dr. Bobby Miglani, thanked the Board for the chance to showcase the medical student rotation with VCOM. Miglani shared feelings of pride from the joint effort of the agency and local medical schools. Miglani presented a broad overview of the program which focuses on quality over quantity; accepting one student at a time. Miglani reviewed the manner in which students cycle through different agency programs during their rotations and shared one of the major goals is to consider these students future primary care colleagues and equip them with information about the wide area of services available from agencies like ours.

Agency providers, Dr. Paul DeLapp and Dr. Varuna Joshi, shared their roles in the program. DeLapp focuses on pharmacology education with students. Joshi, a former student in the program herself, focuses on education in the areas of anxiety disorders and substance abuse. Agency staff members, Clara Beth Ryder and Kat McClinton, shared their roles in the program. Ryder exposes students to crisis intervention services while McClinton exposes students to services at New Life. A current student and former student also attended the meeting and shared their experiences in the program.

Harvey Barker concluded by adding the agency is trying to develop programs to work with residents as well as the RU School of Nursing.

## **Finance Committee Report:**

Bill Greenberg, Finance Committee Chair, presented the Finance Committee Report. Board members received handouts on the FY2012 Budget/Performance Contract, and the DBHDS Internal Audit Report.

## **Agenda Action Items**

**Minutes - April 28, 2011**

*Approved*

## **Members Present:**

Vicky Collins, Chair  
Robert Hiss, Co-Chair  
Bill Gardner  
Rev. Richard Gregory  
Bill Greenberg  
Rebecca Hubble  
Sally McCarthy  
Trish Muldoon  
Bob Nicholson  
Scarlet Ratcliffe  
Neal Turner

## **Members Absent:**

Kathy Hubbard  
(with notice)  
John Muffo  
(with notice)

## **Others Present:**

Harvey Barker  
Dr. Paul DeLapp  
Melissa Jackson, Clerk of the Board  
Dr. Varuna Joshi  
Susan Hurst  
Lucy McCandlish  
Kat McClinton  
Bobby Miglani  
Kelly Redkovich  
Clara Beth Ryder  
Rosemary Sullivan  
Cheri Warburton  
Deborah Whitten-Williams

\*\*\* = Agenda Action Items

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Deborah Whitten-Williams, FASS Director, reviewed the proposed budget, highlighting revenue increases and summarizing expanding services. Whitten-Williams reported the budget will be an action item at next month's Board meeting and a more detailed presentation will be given at that time. Whitten-Williams also reported on the corrections made after the Internal Audit. The agency met all recommendations at the follow up review and has been given full approval.

### **Child and Family Services Committee:**

Sally McCarthy, CFS Committee chair, presented the CFS Committee report. McCarthy discussed the effects of the recent newspaper article about private provider abuse of CSA funding. McCarthy reported the Secretary of Health and Human Services will be in this area on June 10.

### **Adult and Family Services/ACCESS Committee:**

Neal Turner, AFS/ACCESS Committee Chair presented the AFS/ACCESS Committee report. Turner reported on staff hiring activities as well as year-end successes.

### **Executive Committee Report:**

Vicky Collins, Executive Committee Chair, presented the Executive Committee report. The committee discussed the budget and internal audit, proposed changes to agency Policies and Procedures, as well as a matter for closed session.

Susan Hurst, Human Resources Coordinator, distributed a handout outlining the proposed changes in P&P, which will be an action item at next month's Board meeting. The three policies affected are related to benefits; retiree medical insurance, the sick leave bank program, and a new leave program, PTO. Hurst described the proposed changes in detail and encouraged Board members to contact her with any questions.

### **Executive Director's Report:**

Harvey Barker, NRVCS Executive Director, presented the Executive Director's report. Barker commented on the remarkable list of 3rd quarter accomplishments for agency programs along with the community prevention planning coalition activities in Giles and Montgomery counties.

### **Closed Session:**

Robert Hiss moved and Neal Turner seconded to go into closed session pursuant to VA Code §2.2-3711 A(4) for the purpose of protecting the privacy of individuals in personal matters not related to public business.

After a brief period of time, Robert Hiss moved and Neal Turner seconded to reconvene into open session. Upon reconvening in open session, the members individually certified that only such public business matters identified in the motion for closed session were heard, discussed and considered. Rosemary Sullivan, CFS Director, attended the closed session to provide information.

### **Board Member Comments:**

Neal Turner offered special words of gratitude and well wishes for board member, Rev. Richard Gregory. Board members were asked to note there will be no meeting in July and the August meeting will take place following the annual company picnic. Bill Greenberg offered notice he will be unable to attend the June and August Board meetings due to travel.

### **Chairman's Report:**

Collins offered additional thanks to Rev. Richard Gregory and described Gregory's service and consistent style during his Board tenure. Collins noted Gregory is considered a wonderful role model.

### **Adjournment:**

There being no further business, Rev. Richard Gregory moved that the meeting be adjourned at 8:15 pm. The motion was seconded by Trish Muldoon and unanimously approved.

Minutes approved on \_\_\_\_\_

\_\_\_\_\_  
Melissa Jackson, Clerk of the Board