

# Board Meeting Minutes

February 26, 2015



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 Sally McCarthy at 6:29 p.m. Roll call was read by Melissa Jackson, Clerk of the Board.

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

Board members received in their packets the minutes from the January 22, 2015 Board meeting. Vicky Collins moved that the minutes be approved as distributed. Trish Muldoon seconded the motion, which was approved unanimously.

## **Recognition of Guests:**

None.

## **Public Comment:**

None.

## **\*\*\*Program Reports:**

Deborah Whitten-Williams presented the FASS report. Board members received in their meeting packets the FY15 Budget Revision. There being no questions on the Revision, Mary Biggs moved to approve the Revision as presented. Sheila Roop seconded the motion which was unanimously approved.

Rosemary Sullivan noted there would be no reports from AFS, CFS, Human Resources or Emergency Services due to inclement weather.

## **\*\*\*Executive Committee Report:**

Chair Sally McCarthy reported the committee reviewed the final audit report. At the urging of the State, and with agreement from the external auditor, Robinson, Farmer, Cox Associates (RFC), NRVCS successfully completed a total recreation of revenue and accounts and submitted the results to the auditors. However, RFC subsequently requested additional information that could not be produced related to the ending balances from the previous fiscal year. Ultimately, RFC gave a qualified opinion with two material findings. McCarthy reported the executive committee recommends the Board accept the report as is. McCarthy reminded members the qualified opinion was related to software issues and there were no compliance issues or suspicion of any wrong doing. Agency staff discussed the software issues and problems related to recoding of data with the auditor before the fiscal year began and there was never any indication of a problem until the very end of the audit process. The delayed report nearly affected the agency's state and federal funding, but the state intervened after realizing the situation was different that what is intended by annual audit language in the performance contract. The qualified opinion could also impact the agency's ability to get loans in the future, for example, but no other negative consequences are anticipated at this time. Vicky Collins suggested the Board author a letter of support to be attached to the audit letter. Collins then moved to have the minutes reflect the audit report has been received and reviewed by the NRVCS Board of Directors. Mary Biggs seconded the motion which was unanimously approved.

McCarthy reported the agency has held several meetings with the owners of the Holiday Inn. The owners continue to work with agency staff to ensure needs are met during the demolition

\*\*\* = Action Items

## **Agenda Action Items**

### **Minutes - Jan. 22, 2015**

*Approved*

### **Budget Revision**

*Approved*

### **Audit Report**

*Received and Reviewed*

## **Members Present:**

Chair, Sally McCarthy  
Vice-Chair, Bob Nicholson  
Mary Biggs  
Lynn Chenault  
Vicky Collins  
Trish Muldoon  
Susan Richardson  
Sheila Roop  
Bob Sisk  
Joe Turman  
Joe Young

## **Members Absent:**

Jimmy Duncan, with notice  
Scarlet Ratcliffe, with notice

## **Others Present:**

Melissa Jackson, Clerk of the Board  
Rosemary Sullivan  
Deborah Whitten-Williams

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and construction phases of their project. The owners have been very cooperative and there is a focus of effort related to safety. Easement changes are being reviewed by agency attorneys including one for a crosswalk and stoplight. The Holiday Inn is leasing 96 spaces in the parking garage across the street and there are plans to employ a crossing guard for increased safety.

McCarthy reported level funding was requested from all jurisdictions and no concerns were voiced during the process.

## Executive Director's Report:

Interim Executive Director, Rosemary Sullivan, noted jails have been a big topic of discussion. Sullivan noted the recent newspaper article on the Drug Court featuring Judge Long and NRVCS. There is another meeting coming up to discuss a regional drug court. Sullivan anticipates additional diversion services but there is not a lot of funding at this time. The agency is applying for grants to fund positions associated with diversion services. Sullivan reported on a meeting with the superintendent of jails. Service needs within jails are increasing for individuals that experience mental illness or have an intellectual disability. In response to increasing needs, NRVCS has added an additional half staff position and has written a grant proposal for telepsychiatry. The agency also hopes to increase psychiatric time at the New River Regional Jail.

## \*\*\*Closed Session:

Trish Muldoon moved that the NRVCS Board convene in a closed session pursuant to Virginia Code § 2.2-3711 A(4) for the protection of the privacy of individuals in personal matters not related to public business, and pursuant to Virginia Code § 2.2-3711 A(7), consultation with legal counsel regarding potential causes of action. Mary Biggs seconded the motion which was unanimously approved. Following the closed session, Trish Muldoon moved that the Board reconvene into open session. Mary Biggs seconded the motion, which was approved unanimously. By roll call, each member then certified that to the best of their knowledge only matters lawfully exempted from open meeting requirements were heard, discussed, or considered.

Vicky Collins moved to approve payment for the annual audit per the original contract amount. Mary Biggs seconded the motion which was unanimously approved.

Vicky Collins moved to have a letter sent to Duke University regarding Mindline deficiencies. Mary Biggs seconded the motion which was unanimously approved.

## Board Member Comments:

Sheila Roop offered words of appreciation related to detailed Board Minutes.

## Chairman's Report:

None.

Adjournment: There being no further business, Vicky Collins moved to adjourn the meeting at 8:04 p.m. Lynn Chenault seconded the motion which was unanimously approved.

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

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

\*\*\* = Action Items

### Board Member Terms

<u>Name:</u>	<u>Representing:</u>	<u>Term Ends:</u>
Mary Biggs	Montgomery	6/30/15 (1st)
Lynn Chenault	Pulaski	6/30/17 (1st)
Vicky Collins	Radford	6/30/17 (1st)
Jimmy Duncan	Floyd	6/30/17 (1st)
Sally McCarthy	Pulaski	6/30/15 (3rd)
Trish Muldoon	Giles	6/30/17 (3rd)
Bob Nicholson	Radford	6/30/16 (3rd)
Scarlet Ratcliffe	Giles	6/30/17 (3rd)
Susan Richardson	Montgomery	6/30/16 ( <i>Unexpired term of A. Giles</i> )
Sheila Roop	Montgomery	6/30/16 (1st)
Bob Sisk	Pulaski	6/30/17 (1st)
Joe Turman	Floyd	6/30/15 ( <i>Unexpired term of B. Gardner</i> )
Joe Young	Montgomery	6/30/17 (1st)