

# Board Meeting Minutes

September 22, 2016



NEW RIVER VALLEY COMMUNITY SERVICES

*Questions or Comments? Please contact Susan Hurst, Interim Clerk of the Board, at 961-8328*

## **Call to Order:**

The meeting was called to order by Vice Chair Bob Sisk at 7:00 p.m. Sisk welcomed attendees and roll call was read by Susan Hurst, Interim Clerk of the Board.

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

Board members received the minutes from the August 25, 2016 Board meeting. Scarlet Ratcliffe moved to approve the minutes as distributed. Vicky Collins seconded the motion, which was approved unanimously.

## **Recognition of Guests:**

None.

## **Public Comment:**

None.

## **Program Reports:**

Crisis and Family Services Director, James Pritchett, presented the CFS report. Mobile Crisis Team originally created due to CCBHC requirements, but knowing that regardless of the outcome of moving forward with CCBHC, there is a real need for this program. Hope to expand to 24 hour coverage. Hope to provide wonderful alternatives to hospitalizations.

Adult and Family Services Director, Lucy McCandlish, presented the AFS report. Waiver Redesign has been both good and bad. Department has entered data so billing can begin. Waiver is currently not billing. Consultant for ICF was here today and on tract for July 1, 2017 implementation. Renovations are taking place in stages to limit interruption to clients living at Elmtree. New REACH house almost done—waiting on new furniture and new staffing. Struggling to hire direct care positions. 4th PACT team about to be formed. Training Center closure is moving along. Slower in SW Va because they can't find people to build group homes. Scheduled to close Jan 2018. We are down to 17 clients. New Waiver slots being announced soon. Predicting possibly 8-10 slots to NRVCS.

Financial and Support Services Director, Deborah Whitten-Williams, presented the August, 2016 budget report, which was distributed at the meeting. There have been some delays in billing and external Waiver not set up, but it is now fixed. Should be back on track in the next 2 to 3 months. Billed out consistent amount for August and should collect that. Productivity should not be an issue. There have been some large 1 time expenses that happen at first of fiscal year, so will even out the rest of the year. Revenue projections encouraging and should be able to manage expenses within the budget.

\*\*\* = Action Items

## **Agenda Action Items**

**Minutes - August 25, 2016**

*Approved*

**Closed Session**

*Approved*

## **Members Present:**

Anthony Akers  
Mary Biggs  
Lynn Chenault  
Vicky Collins  
Trish Muldoon  
Scarlet Ratcliffe  
Bob Sisk  
Joe Turman

## **Members Absent:**

Jimmy Duncan, w notice  
Robert Groapman, w notice  
Susan Richardson, w notice  
Sheila Roop, w/o notice  
Joe Young, Chair, w notice

## **Others Present:**

Susan Hurst, Interim Clerk of the Board  
Melanie Adkins  
Lucy McCandlish  
James Pritchett  
Rosemary Sullivan  
Deborah Whitten-Williams  
Leslie Sharp

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ES Coordinator, Melanie Adkins, announced the upcoming Open House at the Radford CIT to be held in mid November. Refreshments at City building and tours to facility. Invitations forthcoming.

Quality Assurance Administrator, Leslie Sharp, presented the Annual Quality Improvement Report and pointed out some highlights including: Social media has expanded and reaching large numbers; 90% of clients responding to survey like our services; 733 employees received trauma informed care training; Strategic Plan—grants and contracts secured.; New Hire Orientation expanded to 5 days; Over 4,000 client charts reviewed

### **Executive Committee Report:**

Bob Sisk, Vice Chair, presented the Executive Committee (EC) report. Letter from Jack Barber announcing state budget shortfall and planning for a 5% remaking of budget, but CSB's are not, at this time, part of this plan. We will be prepared if this should change.

8th and Randolph—in better shape than we thought just painting and cleaning. Identified staff from MC will be relocated there within a couple of months. Inspection and licensing will have to take place prior to occupancy. Renovations in Pulaski are slower than expected with an anticipated move around Feb, 2017. Wades in Radford—evaluation is on-going. Architect met with Admin to review preliminary plans with updates to plan to be made. Letter of Intent to happen next.

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

Interim Executive Director, Rosemary Sullivan, asked for feedback regarding the CCBHC training. Several board members commented that it was a very good training. Melanie has worked very hard on this project and NRVCS is so far ahead due to staff commitments. Other comments included: "It's nice to hear the enthusiasm." and " It's the best care for our clients."

Scott Lloyd will be here September 29 for Same Day Access kickoff. Board members are welcome to attend at 11-12 specifically for Board Members—what it means for NRVCS.

Board picture—December meeting—December 1

### **Board Member Comments:**

\*\*\* = Action Items

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## 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, namely to discuss a probable litigation matter. Mary Biggs seconded the motion which was unanimously approved. Following the closed session, Trish Muldoon moved that the Board reconvene into open session. Vicky Collins 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.

**Adjournment:** There being no further business, Anthony Akers moved to adjourn the meeting at 8:05 p.m. Vicky Collins seconded the motion which was unanimously approved.

Minutes approved on 10/27/2016

  
Susan Hurst, Interim Clerk of Board

Name	Representing	Term Ends
Anthony Akers	Pulaski	6/30/18 (1st)
Mary Biggs	Montgomery	6/30/18 (2nd)
Lynn Chenault	Pulaski	6/30/17 (1st)
Vicky Collins	Radford	6/30/17 (1st)
Jimmy Duncan	Floyd	6/30/17 (1st)
Robert Groapman	Radford	6/30/18 (1st)
Trish Muldoon	Giles	6/30/17 (3rd)
Scarlet Ratcliffe	Giles	6/30/17 (3rd)
Susan Richardson	Montgomery	6/30/18 (1st full term)
Sheila Roop	Montgomery	6/30/18(2nd)
Bob Sisk	Pulaski	6/30/17 (1st)
Joe Turman	Floyd	6/30/17 (1st full term)
Joe Young	Montgomery	6/30/17 (1st)