

Board of Directors Meeting Minutes

Questions or comments? Please contact Ashley Wilson, Clerk of the Board, at 961-8476.

MEETING DATE: Thursday, March 28, 2019

MEMBERS PRESENT

Vicky Collins, Melissa Shaw, Mary Biggs, Bob Sisk, Shelia Roop, Rob Gropman, Anthony Akers, Jason Buckland

MEMBERS ABSENT

Joe Turman (with notice), Joe Young (with notice), Kristie Williams (with notice), Sally McCarthy (with notice), Susan Richardson (with notice)

AGENDA ACTION ITEMS**

February 2019 Minutes (Approved)	FY 19-21 Strategic Plan (Approved)
February Financial Report (Approved)	Executive Director Annual Evaluation (Approved)
FY 19 Budget Revisions (Approved)	

CALL TO ORDER

The meeting was called to order by the Board Chair, Bob Sisk at 6:34pm. Mr. Sisk welcomed attendees and roll call was read by Ashley Wilson, Clerk of the Board.

MINUTES**

Board members received minutes from the February meeting in their Board packets. Mary Biggs moved to approve the minutes, which was seconded by Rob Gropman. (*Unanimously approved*)

RECOGNITION OF GUESTS

There were no guests.

PUBLIC COMMENT

None

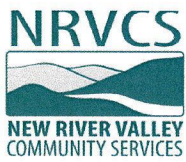
PROGRAM REPORTS**

Financial and Administrative Support Services: Patricia Cox, Finance Director, presented the February financial statement, which Board Members received in their packets. Ms. Cox explained that federal funds are currently showing a significant positive variance yet there is a lag of State fund due to Medicaid Expansion. Ms. Cox briefly reviewed the proposed budget revisions which produces a balanced budget of 54 million dollars. She added that the FY20 Budget process will begin Monday and will be presented to the Board at the May meeting.

Mary Biggs moved to approve the February financial statement, which was seconded by Anthony Akers. (*Unanimously approved*) Rob Gropman moved to approve the FY19 Budget Revisions, which was seconded by Vicky Collins. (*Unanimously approved*)

Community Support Services: No report

Clinical Services: Erin Brosius, Outpatient Service Manager, provided a general update on programs within Clinical Services. Ms. Brosius informed that Melanie Adkins and Dr. Cooke recently met with the Superintendent of the New River Valley Regional Jail in order to discuss the new legislation which sets a



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minimum standard of services to be provided in the Jail and how this will impact the services we currently provide.

Ms. Brosius advised that the first Family Drug Court case will be initiated in Giles and that the agency's SAFE team is assisting this project. She finished her report with the announcement that SAMSHA approved the agency's attestation to become a Certified Community Behavioral Health Clinic and is the first CSB to be CCBHC certified in the state. Mr. Pritchett added that SAMSHA has requested to use the agency's submitted response as a guide for other grantees hoping to become certified.

Human Resources: Valanda Nelson, HR Director reminded Board members of the agency's upcoming Wellness Fairs which are to be held on the 2nd and 3rd of April. The Agency will also host a blood drive at the Radford Clinic on April 15th.

Quality & Information Technology Director: QIT Director, Leslie Sharp, reported that the Quality Assurance team has recently hired a specialist to focus on Health and Safety regulations. The hired specialist is working with Virginia Tech and the State to review the agency's Disaster Recovery plan.

Medical Director: No report.

EXECUTIVE COMMITTEE REPORT: Bob Sisk, Board Chair, reported the Executive Committee met on March 18th. Mr. Sisk announced the Executive Committee's support of the proposed Fiscal Year 19-21 Strategic Plan. Mary Biggs moved to approve the agency's FY19-21 Strategic Plan which was seconded by Shelia Roop. *(Unanimously approved)*

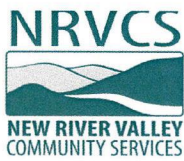
EXECUTIVE DIRECTOR'S REPORT: James Pritchett, Executive Director, began by highlighting the work session providers, supervisors and staff of the ALF Fairview Home. Fairview has consistently received great feedback from the community and most recently the State.

Mr. Pritchett updated Board members on the recent Mountain Empire called meeting. Mr. Pritchett called the meeting to propose the reduction of rent for four agency facilities, which was unanimously approved. The next scheduled meeting is the Annual meeting and will be held on April 18th at the Montgomery Center.

On March 14th the agency hosted the monthly Step Virginia Regional Advisory Group where attendees included the Commissioner of the Department of Behavioral Health and Development Services as well as selected Executive Directors from Community Service Boards around the state. The meeting focused on the Outpatient initiative and the Department's plans. The next meeting will be held in Richmond, Va where the discussion will focus on proposed Outpatient funding formulas and how the Department plans to distribute funds to each CSB. Mr. Pritchett continued that on March 15th, Region 3 Executive Directors held the monthly regional meeting where NRVCS' PACT services was recognized for its success.

Mr. Pritchett concluded his report by thanking the agency's hard work and determination to achieve the CCBHC certification.

BOARD MEMBER COMMENTS:



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Rob Gropman inquired about Fairview as well as the possibility of geriatric services and if the agency had plans to support this need.

CHAIRMAN’S REPORT:

Mary Biggs requested to move to closed session for a personnel matter, and Jason Buckland seconded the motion (*unanimously approved*). HR Director Val Nelson provided details on the Executive Director’s annual evaluation. Mary Biggs moved to reconvene for public session at 7:40 p.m.; Vicky Collins seconded the motion (*unanimously approved*). Mary Biggs read the certification of the closed session. Roll Call was read by Ashley Wilson, Clerk of the Board, which was unanimously certified. Mr. Sisk advised the Board needed to vote for approval of the Executive Committee’s annual evaluation of the Executive Director. Mary Biggs moved to accept the evaluation of exceeding expectations to the Executive Director, James Pritchett, and Anthony Akers seconded the motion (*unanimously approved*).

ADJOURNMENT

There being no further business, Mr. Sisk moved to adjourn the meeting at 7:50pm.

MINUTES APPROVED ON: _____

Ashley Wilson, Clerk of the Board

Board Member	Representing	Term Ends
Mary Biggs	Montgomery County	6/30/2021 (3rd Term)
Anthony Akers	Pulaski County	6/30/2021 (2 nd Term)
Melissa Shaw	Floyd County	6/30/2020 (1 st Term)
Vicky Collins	City of Radford	6/30/2020 (2 nd Term)
Jason Buckland	Giles County	6/30/2020 (1 st Term)
Sally McCarthy	Pulaski County	6/30/2020 (1 st Term)
Rob Gropman	City of Radford	6/30/2019 (1 st Term)
Susan Richardson	Montgomery County	6/30/2019 (1 st Term)
Sheila Roop	Montgomery County	6/30/2019 (2 nd Term)
Bob Sisk	Pulaski County	6/30/2020 (2 nd Term)
Joe Turman	Floyd County	6/20/2020 (2 nd Term)
Joe Young	Montgomery County	6/20/2020 (2 nd Term)
Kristie Williams	Giles County	6/30/2020 (1 st Term)