

Board Meeting Minutes

August 28, 2014



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 6:58 p.m. Roll call was read by Melissa Jackson, Clerk of the Board.

*****Minutes:**

Board members received in their packets the minutes from the June 26, 2014 Board meeting. Bob Nicholson moved that the minutes be approved as distributed. Mary Biggs seconded the motion, which was approved unanimously.

Recognition of Guests:

McCarthy recognized two guests.

Public Comment:

Marcus Cowgill, Director of Blacksburg Computer Empowerment offered words of thanks to NRVCS for its service to the community. Cowgill reported Blacksburg Computer Empowerment hopes to expand its organization and collaborate with NRVCS in future endeavors.

Program Reports:

James Pritchett, CFS Assistant Director, presented the Crisis and Family Services report by leading a discussion about grants received and written. NRVCS has received four continuation grants from the Virginia Foundation for Healthy Youth to implement substance abuse prevention programs in schools. Most programs will focus on the middle school population. NRVCS was recently awarded a Strategic Prevention Framework grant to serve the Montgomery County population and focuses on youth alcohol use. NRVCS received a grant to continue the Strengthening Families Program and will continue parenting education throughout the NRV using those grant funds. NRVCS received a grant to serve youth in the Radford area for a program called Lead and Seed. Pritchett reported the Drug Free Communities grant in Pulaski is in its last year of funding but NRVCS has applied for a similar grant to serve Montgomery County. NRVCS did not receive the grant to fund a drug court in Pulaski, but is moving forward with Judge Long to pilot a program.

Lucy McCandlish, AFS Director, presented the Adult & Family Services report and discussed progress on Waiver redesign. McCandlish noted the Waiver is a Medicaid insurance program that pays for community based services for the ID population. The state is in the process of redesigning the Waiver; combining the DD (Developmental Disabilities) and ID (Intellectual Disabilities) programs. This will have a big impact on the agency as the program will require more community integration. Providers will be required to have programs that promote employment and individualized services and NRVCS is in the process of preparing its existing programs.

Melanie Adkins, ES Coordinator, presented the Emergency Services report. Adkins discussed the role of the new law enforcement outreach specialist, a part time position funded from available grant monies. The position employs a retired law enforcement officer who actively collaborates between the ES team and law enforcement to improve communications, analyze situations and identify training topics and areas for improvement.

Rosemary Sullivan, Interim Executive Director, presented the budget report for July on behalf of FASS Director, Deborah Whitten-Williams. Sullivan noted revenues are over budget and expenses are under budget, resulting in a net surplus.

*** = Action Items

Agenda Action Items

Minutes - June 26 2014
Approved
Ex Committee Appointment
Approved
October Meeting Date
Changed to 10/30/14

Members Present:

Chair, Sally McCarthy
Vice-Chair, Bob Nicholson
Mary Biggs
Jimmy Duncan
Trish Muldoon
Scarlet Ratcliffe
Joe Turman
Joe Young

Members Absent:

Lynn Chenault, with notice
Vicky Collins, with notice
Sheila Roop, with notice

Others Present:

Melanie Adkins
Melissa Jackson, Clerk of the Board
Lucy McCandlish
James Pritchett
Rosemary Sullivan



Continued from page 1:

Rosemary Sullivan presented the Human Resources report on behalf of HR Assistant Director, Susan Hurst. Sullivan presented an update on the status of the Leadership Development Training. NRVCS has contracted with an outside expert to work with mid management staff, to prepare them for the future and help them develop their leadership skills. The goal is to expand the training to front line and non-supervisory staff in the future. Sullivan noted Hurst will further discuss the training at the next Board meeting.

*****Executive Committee Report:**

Chair Sally McCarthy presented the Executive Committee Report. McCarthy provided details on the Holiday Inn's plan to renovate and expand their operations. The plan is considerably different than the original proposal and takes into account community feedback. Plans include closure of the existing hotel and creation of two new hotels. There is no student housing or parking garage. Several retail sites will be added and parking is not expected to be a problem. The existing parking agreement with NRVCS will be honored. The entrance will be widened, a stop light will be added, and landscaping will route students around the existing parking lot instead of through it.

McCarthy invited board members to offer updates on membership vacancies. Mary Biggs reported Montgomery County has advertised to fill their vacancy. One person has applied and another person showed interest, but ultimately decided to focus on other community service projects. Montgomery County is hoping to receive additional applications and Biggs encouraged members to suggest potential applicants if possible. McCarthy reported there is no update from Pulaski County on its vacancy.

***McCarthy announced one of the two members that volunteered to join the Executive Committee, Joe Young, is being recommended by the committee. The committee based its decision on jurisdiction. Mary Biggs nominated to approve the recommendation as noted. Trish Muldoon seconded the motion which was unanimously approved.

McCarthy discussed the annual Board Retreat. Due to several scheduling conflicts, the Executive Committee recommends using future work sessions to discuss the items that would have been on the Board Retreat agenda. There being no questions or opposition from Board members, McCarthy reported the committee will work on scheduling the agenda items to be presented during work sessions at regular board meetings in the near future. Rosemary Sullivan reported those items include FOIA, conflict of interest, team building, and networking.

Executive Director's Report:

Interim Executive Director, Rosemary Sullivan, presented her report. Sullivan offered an update on relevant matters around the state. The new commissioner is trying to transform the system. The beginning of the transformation process includes plans to bring in national experts, look at data from past studies, develop workgroups on behavioral health, and study performance across the state. Sullivan reported the Performance Contract, the contract between NRVCS and the State of Virginia, was recently revised and includes 41 new items. The Admin Team has reviewed the new items and assigned specific staff members to work on them. Sullivan reported NRVCS will be audited by the Department in December and the Board will be kept up to date on these issues.

Sullivan shared an email message received from Board member Lynn Chenault. Chenault did well in his recent surgery, is back at home and plans to be in attendance at next month's Board meeting.

Sullivan reported Mike Wade would like to remind members that facility tours are available to them and special arrangements can be made to accommodate members that cannot participate in regularly scheduled tours.

Sullivan discussed the pre-meeting work session on the following programs: Stepping Stones, New Horizon's Crisis Stabilization Unit and Radford Transit. Sullivan offered to answer any questions from members and asked for feedback around future work session topics. Joe Young expressed interest in meeting various NRVCS staff members. Trish Muldoon suggested work sessions devoted to the Preschool Program and Early Intervention. There being no further discussion, Sullivan reported a work session calendar of topics will be prepared and presented to the Executive Committee for approval.

*** = Action Items

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Continued from page 2:

*****Board Member Comments:**

Mary Biggs noted the October 23rd Board meeting date conflicts with a VA Tech home game and there will likely be significant traffic delays around the area. After a period of discussion, Mary Biggs moved to change the October meeting date to Thursday, October 30th. Scarlett Ratcliffe seconded the motion which was unanimously approved.

Chairman's Report:

None.

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. Board member Joe Young seconded the motion which was unanimously approved. Following the closed session, Trish Muldoon moved that the Board reconvene into open session. Scarlett Ratcliffe 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, Scarlet Ratcliffe moved to adjourn the meeting at 8:09 p.m. Joe Young 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) |
| Sheila Roop | Montgomery | 6/30/16 (1st) |
| Joe Turman | Floyd | 6/30/15 (<i>Unexpired term of B. Gardner</i>) |
| Joe Young | Montgomery | 6/30/17 (1st) |
| Vacant | Pulaski | |
| Vacant | Montgomery | |