

Board Meeting Minutes

September 24, 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 Joe Young at 6:31 p.m. Young welcomed attendees including new Board member, Anthony Akers. Young led introductions and roll call was read by Melissa Jackson, Clerk of the Board.

*****Minutes:**

Board members received in their packets the minutes from the August 27, 2015 Board meeting. Mary Biggs moved to approve the minutes as distributed. Bob Nicholson seconded the motion, which was approved unanimously.

Recognition of Guests:

None.

Public Comment:

None.

Program Reports:

James Pritchett presented the Crisis and Family Services (CFS) report. Pritchett invited members to ask questions related to the work session topic of Prevention data. Member Scarlet Ratcliffe questioned data on high drug use rates in Giles County and Pritchett discussed risk factors in the area and how those factors are being addressed with community partners. Pritchett discussed the drug court in Pulaski. The program has been operating since December and now has five participants, the maximum possible with existing funding. There is potential to receive additional grant funding in the near future. Two other jurisdictions, Giles and Floyd, show interest in a drug court, so applications will be made to the Supreme Court. Pritchett reported CFS leadership has been working on the Certified Community Behavioral Health Center (CCBHC) project with the Department for the last several months. Pritchett discussed a traditionally high demand for outpatient treatment and structure changes that will be implemented to quickly match individuals with appropriate services.

Adult and Family Services (AFS) Director, Lucy McCandlish, presented the AFS report. McCandlish reported group homes are full and running smoothly. The Day Support program will be revamped soon and there will be heavy emphasis on employment. McCandlish discussed the benefits of employment for clients, even for those that work as little as an hour per week. McCandlish also discussed potential peer employment models.

Melanie Adkins presented the Emergency Services (ES) report. Adkins provided an update on CITAC program. The certificate of occupancy has been received for the Radford site and the lease of the building started 9/15. Construction is complete and the Sherriff's Department is finalizing receipt of applications. A physical agility/fitness test may be given to applicants. The Roanoke Times recently published a great article featuring the program and Sherriff Armentrout. Adkins noted Secretary Hazel, Secretary Moran and Deputy Secretary Cochran attended the CIT training today at the Montgomery Center. Final recommendations on qualifications for Emergency Services (ES) Clinicians have been received and licensure will not be required. Masters level, license-eligible staff can be employed as ES Clinicians and that is good news for the agency.

*** = Action Items

Agenda Action Items

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Approved

Members Present:

Chair, Joe Young
Vice Chair, Trish Muldoon
Anthony Akers
Mary Biggs
Lynn Chenault
Jimmy Duncan
Bob Nicholson
Scarlet Ratcliffe
Joe Turman

Members Absent:

Vicky Collins, with notice
Susan Richardson, with notice
Sheila Roop, with notice
Bob Sisk, with notice

Others Present:

Melanie Adkins
Susan Hurst
Melissa Jackson, Clerk of the Board
Kathy Kenley
Lucy McCandlish
James Pritchett
Dana Schultz
Rosemary Sullivan
Deborah Whitten-Williams

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Human Resources (HR) Director, Susan Hurst presented the HR report. Hurst provided an update on the Class/Comp study. The Job Analysis Questionnaire process is complete and participation was very high. The target market for salary surveys has been identified and surveys should be going out soon. Overall, the project is a little behind schedule.

Financial and Support Services Director (FASS), Deborah Whitten-Williams, presented the August 2015 Financial Report, copies of which were included in meeting packets. Williams noted things look very good two months into the new fiscal year, particularly in the fee revenue area. Vacancies are being filled and new positions outlined for 2016 are being hired. Williams noted that while the budget is on the right track, it is still early in the fiscal year and impossible to determine how the entire year will go based on these results. As with every year, there will be challenges and the agency is still dealing with software issues. But work-arounds have been developed for obstacles identified, so billing is flowing very smoothly, particularly in Medicaid. Staff members are excited and encouraged about the new software. Williams praised Credible vendor representatives that were on site recently.

Executive Committee Report:

Chair Joe Young presented the Executive Committee (EC) report. The EC is recommending new language/process to be used in the future to move into closed session and recommendations were included in meeting packets. After a period of discussion, the group agreed the process should be changed to require opening doors to the public before making a motion to come out of a closed session. Young also discussed a presentation made earlier in the year by agency attorney, Woods Rogers, which referenced closed session requirements. The information will be presented again in January 2016 and also covers conflict of interest, FOIA, and Board Member responsibilities.

The EC also discussed the Pharmacy and Young provided an update. A new pharmacist has been hired and high level representatives were recently onsite to resolve issues. Young noted things are going better.

Executive Director's Report:

Interim Executive Director, Rosemary Sullivan, presented a brief report. The Department has applied for suicide prevention grants and the agency was asked to be included in the project. Board members will be updated as details are made available.

Board Member Comments:

Lynn Chenault asked for a status report on the national grant. Rosemary Sullivan noted a response is expected by mid to late October, but the agency is moving forward now.
Grant recipients will only have a year to get ready.

Chairman's Report:

None.

Adjournment: There being no further business, Mary Biggs moved to adjourn the meeting at 7:02 p.m. Trish Muldoon seconded the motion which was unanimously approved.

Minutes approved on _____

Melissa Jackson, Clerk of the 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)
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	6/30/18 (1st full term)
Joe Young	Montgomery	6/30/17 (1st)