



# Board of Directors Meeting Minutes

Questions or comments? Please contact Joy Morrison, Clerk of the Board, at 961-8394

**MEETING DATE:** Thursday, August 23, 2018

## **MEMBERS PRESENT**

Mary Biggs, Vicky Collins, Kristie Williams, Shelia Roop, Sally McCarthy, Melissa Shaw, Bob Sisk, Rob Gropman, Joe Young, Anthony Akers

## **MEMBERS ABSENT**

Joe Turman (with notice), Jason Buckland (with notice), Susan Richardson (with notice)

## **AGENDA ACTION ITEMS\*\***

June 2018 Minutes (Approved)

June and July Financial Report (Approved)

## **CALL TO ORDER**

The meeting was called to order by Chair Bob Sisk at 6:45 p.m. Mr. Sisk welcomed attendees and roll call was read by Joy Morrison, Clerk of the Board.

## **MINUTES\*\***

Board members received minutes from the June meeting in their Board packets. Mary Biggs moved to approve the minutes with two corrections, which included updating Rob Gropman's absentee status and updating the term dates for members, seconded by Rob Gropman (*Unanimously approved with corrections*).

## **RECOGNITION OF GUESTS**

None

## **PUBLIC COMMENT**

None

## **PROGRAM REPORTS\*\***

**Financial and Administrative Support Services:** Christina King, Finance Program Services Manager, presented the June financial report which was provided in the Board packet. She reported the outstanding collections consisted of 36% client self-pay, 32% is Medicaid, and 16% are waiver fees we have not yet received. Mary Biggs moved to approve the financial report for June as presented, which was seconded by Vicky Collins. Mrs. King also provided a copy of the July financial report and indicated that the agency did end with a deficit for the month due the annualized expenses that were processed in July. Kristie Williams moved to approve the financial report for July as presented, which was seconded by Mary Biggs. (*Unanimously approved*)

**Community Support Services:** Lucy McCandlish started her update by letting the Board know that a long-term employee at Fairview, Teresa Quesenberry, had passed away. She then provided an update on the Fairview project which included: the recruiting process for the new transition team; the hiring of



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six new staff members, which includes two assistant administrators; and the status of the Request for Proposals for the new roof needed at the facility.

With regards to other programming, Ms. McCandlish reported that the agency's new PACT team is unable to begin providing services until a psychiatric provider is hired and that the agency is planning to close the Freestone facility in Radford as these clients are moving to another facility by the end of October. Additionally, the \$1.75 million received in REACH funds will be used to increase training for employees to better respond to client behaviors and treatment needs. Lastly, Ms. McCandlish noted that NRVCS received 13 new waiver slots from DHBDS which families will be receiving next month.

**Clinical Services:** Unit Director Melanie Adkins provided an update on the new Peer Center. She stated the new program opened in July and has been seeing 6 to 45 people a day. Ms. Adkins reported that the drop-in center received guests from local medical facilities and also representatives from the Department of Behavioral Health and Developmental Disabilities, and all were delighted with the progress. Ms. Adkins invited board members to the formal open house scheduled for September 10, 2018. She reminded the Board that the drop-in center is operated entirely by our peer staff, and the center is hosting various meetings/events including 12 step meetings, upcoming concerts, and game day celebrations in a safe and drug-free environment. The facility is currently open to the general public and is open Tuesday through Saturday from 2:00 – 8:00 p.m.

Ms. Adkins ended her updated by informing the Board the agency had hosted a meeting with representatives from local medical facilities, state hospitals, and community stakeholders regarding NRVCS emergency services and the current crisis regarding the availability of hospital beds within the region for individuals experiencing psychiatric emergencies. There are still major concerns about individuals having to be transported to other facilities across the state and the burden that is placed on local law enforcement agencies that are obligated to provide the transportation. Throughout the meeting, there were many positive comments made about NRVCS' attempts to navigate these complexities while meeting the needs of the clients.

**Human Resources:** Interim HR director Val Nelson provided an update on the new RELIAS training system. She informed the Board members that they should have received their logins via email and if they did not, to contact her directly. There are two introductory courses available for the Board members, and in the near future she will be assigning optional courses for board members.

Lastly, Ms. Nelson advised the agency has seen an increase in hiring over the last couple of months. We have gone from 18 new employees attending orientation in June to 31 new employees attending orientation in August.

**Quality & Information Technology (QIT):** QIT Director Leslie Sharp provided reports regarding the agency's quality improvement plan as well as the outcomes of the FY'18 agency report card. Both reports were provided in the board packets.



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**EXECUTIVE COMMITTEE REPORT:** Bob Sisk advised the September Board meeting will take place at the Radford facility. Several reminders will be sent out prior to the meeting.

**EXECUTIVE DIRECTOR'S REPORT:** Mr. Pritchett started his report by thanking Lauren Tate for providing the evening's work session regarding the agency's work to assist clients in relocating as a result of the closure of the training center in Hillsville. Mr. Pritchett indicated Lauren Tate and Lucy McCandlish deserve credit for the work they have done to ensure that clients in the training center were properly moved and received any necessary services.

Mr. Pritchett reported on the continuing parking issues at the Montgomery Center for clients and staff. As a result of the recent development in the area, there is an increase in traffic and congestion that clients and staff must endure. Efforts to work with the agency's neighboring business to ensure adequate parking spaces are ongoing. Ultimately, NRVCS will have to examine our facility needs and develop a long-term plan. Mr. Pritchett has scheduled a meeting to discuss these issues with Mountain Empire Services of the Southwest, Inc.

Mr. Pritchett informed the Board that the agency will need to apply for a line of credit since the previous arrangement was not renewed. After reviewing several proposals from local banks and with the Board's Executive Committee's approval to move forward, Mr. Pritchett will need to approach each jurisdiction and explain the issues prior to proceeding.

Mr. Pritchett indicated that the agency's FY' 19 Performance Contract was submitted on August 3, 2018, and the agency received notification for the Department of Behavioral Health and Developmental Services requesting additional documentation regarding the local governments' inability to provide the 10% local matching funds. This additional documentation was submitted after receiving letters from all five jurisdictions that indicated the hardships which limited their ability meet the requirement. Mr. Pritchett indicated that the agency will continue to work with the localities and DBHDS to address this issue.

**BOARD MEMBER COMMENTS:** Mary Biggs recommended a book that she feels would be beneficial to all board members to read entitled, "Dopesick: Dealers, Doctors, and the Drug Company that Addicted America" by Beth Macy. She also indicated that she recently spoke with the Governor regarding concerns over the agency's funding reductions related to Medicaid expansion.

Vicky Collins stated she appreciated the presentation during the work session regarding the closure of the training centers and the Department of Justice settlement agreement.

Mr. Sisk encouraged board members to attend events like the upcoming candlelight vigil.

### **ADJOURNMENT**

There being no further business, Mr. Sisk moved to adjourn the meeting at 7:54 p.m.

MINUTES APPROVED ON: \_\_\_\_\_

Joy Morrison, Clerk of the Board



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