



# Board of Directors Meeting Minutes

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

**MEETING DATE:** Thursday, September 27, 2018

## **MEMBERS PRESENT**

Mary Biggs, Vicky Collins, Kristie Williams, Jason Buckland, Sally McCarthy, Melissa Shaw, Bob Sisk, Rob Gropman, Joe Young, Anthony Akers, Joe Turman, Susan Richardson

## **MEMBERS ABSENT**

Shelia Roop (with notice)

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

August 2018 Minutes (Approved)  
August Financial Report (Approved)

## **CALL TO ORDER**

The meeting was called to order by the Board Chair, Bob Sisk at 6:57 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 August meeting in their Board packets. Vicky Collins moved to approve the minutes, seconded by Mary Biggs. (*Unanimously approved*)

## **RECOGNITION OF GUESTS**

Mr. Sisk introduced our two guests, Alicia Bowman and Brianna Holmes, social work students from Radford University.

## **PUBLIC COMMENT**

None

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

**Financial and Administrative Support Services:** Patricia Cox, the agency's new Finance Director, introduced herself to the Board. Christina King, Finance Services Manager, presented the August Budget report which Board Members received in their packets. She advised this report contains some large annual expenses but also reflects \$300,000 in funds for services from the last fiscal year. Mrs. King reported that everything looks positive for this time of year. Mary Biggs moved to approve the financial report for August as presented, which was seconded by Rob Gropman. (*Unanimously approved*)

**Community Support Services:** Director Lucy McCandlish informed the Board of a new facility the agency is hoping to lease in Dublin. This location will include space for the 4th PACT team, an open workstation for employees modeled after our Radford Facility, and additional offices for current staff.



## Board of Directors Meeting Minutes

Mrs. McCandlish reported that the agency did not receive any bids to replace the roof for the Fairview Project, and therefore the RFP has been reopened. Mrs. McCandlish finished her report by mentioning the agency had a long time staff member, Vicky Fisher, pass away.

**Clinical Services:** No update reported, Melanie Adkins, Clinical Services Director presented during the work session.

**Quality & Information Technology Director (QIT):** QIT Director, Leslie Sharp provided a general update on the agency's RISK management workgroup. Ms. Sharp summarized that due to new regulatory changes, DBHDS is now requiring a RISK Management team be created in all agencies to review critical incidents. They have established guidelines to categorize these incidents by level of seriousness (1-4) and all incidents at a level 2 or 3 must be reviewed by a RISK Management team and if requested, submit a written report to the DBHDS. Ms. Sharp advised that our agency's RISK Management workgroup was instituted a year and a half ago and provides the agency an advantage, as this team has been reviewing incidents throughout the past year. Furthermore, the agency has previously submitted a written report and received positive feedback from the DBHDS.

**EXECUTIVE COMMITTEE REPORT:** Bob Sisk, Board Chair, reported that the Executive Committee met and discussed the need for the agency to explore new facility options. He advised that the Executive Committee supports Mr. Pritchett with the development of a long-term facility plan to meet the agency's needs.

**EXECUTIVE DIRECTOR'S REPORT:** Mr. Pritchett initiated his report by thanking Melanie Adkins, for her presentation of the new CCBHC grant during the work session. He continued that a tremendous amount of hard work went into NRVCS receiving the CCBHC grant and gave special thanks to Rosemary Sullivan, the previous Executive Director, for her efforts with the grant proposal. Mr. Pritchett feels this grant will be a wonderful opportunity for the agency as it aligns NRVCS with the STEP-VA guidelines.

Mr. Pritchett reported that on Monday September 24<sup>th</sup>, the agency provided the Radford City Council, a detailed presentation on Radford Transit which received positive responses. Board Member Rob Gropman commented that it was the best presentation on Transit the agency has ever delivered.

Mr. Pritchett provided information regarding a recent meeting in Abingdon, where he and Melanie Adkins, Clinical services Director, attended and discussed strategies to decrease hospitalizations and provide more community-based crisis intervention services. Since this meeting, NRVCS has been asked to develop a plan to submit that would reduce hospital usage. The plan that was submitted included the delivery of a "living room model" that would allow individuals experiencing a crisis to come into a facility and receive treatment to avoid hospitalization. The length of the treatment would be less than 23 hours, and the focus would be to stabilize the individual and initiate services within the community.

Mr. Pritchett announced that he and Patricia Cox, Finance Director, will begin work on next year's budget with a particular emphasis on working with the local governments to understand the organization's mission, funding needs, and the local match requirements.



# Board of Directors Meeting Minutes

Mr. Pritchett reported that Medicaid expansion is a wonderful opportunity for clients but it comes with significant challenges for CSBs. The biggest challenge is the reduction of state funding. Mr. Pritchett has received the actual amount of state funding that will be reduced, and the total is \$425,000 for this fiscal year. For this reason, the agency is paying close attention to the monthly budget reports and in order to make any adjustments as necessary. The administrative team plans to be proactive and has developed a plan to provide outreach to those clients that we are currently serving and who will be eligible for Medicaid beginning January 1, 2019.

Mr. Pritchett continued with an update on facilities. He reported that he held a meeting with Mountain Empire Services of the Southwest, Inc. to discuss upcoming facility needs. Mountain Empire agreed that we should begin developing a long term plan addressing future facility needs. Mr. Pritchett also met with David Hagan and the Shelor Motor Mile Company to discuss facility needs and the possibilities of any collaborations and/or partnerships.

Mr. Pritchett concluded by thanking Anthony Akers for his dedication to the Pulaski Drug Court team. The Pulaski Drug Court currently has 20 participants, and Mr. Pritchett stated that Anthony Akers' involvement has been very helpful.

**BOARD MEMBER COMMENTS:** Bob Sisk recognized the hard work of NRVCS' staff, and commended the agency for staying ahead of the curve. He hopes that with future meetings, Board members will bring news and updates from the localities they represent, with the thought that this will help the agency stay ahead of upcoming changes.

Rob Gropman added that he would like to see the agency partner with Radford University in developing a Crisis Intervention Team (CIT) program for all members of law enforcement to attend, with hopes in creating a uniform process, for law enforcement to follow when handling crisis intervention.

## ADJOURNMENT

There being no further business, Mr. Sisk moved to adjourn the meeting at 7:36 pm.

MINUTES APPROVED ON: Joy Morrison 10-25-18

Joy Morrison, 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 <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	6/30/2018 (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)