



Board of Directors Meeting Minutes

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

MEETING DATE: Thursday, October 28th, 2021

MEMBERS PRESENT

Sara Bohn, Susan Richardson, Sally McCarthy, Forrest Hite, Anthony Akers, Vicky Collins, Cheri Warburton, Jason Buckland, Jerry Boothe, Kristie Williams, Sheila Roop

MEMBERS ABSENT

Joe Young and Melissa Shaw (all absent with Notice)

AGENDA ACTION ITEMS

September 23, 2021 Minutes

July Financial Statement

CALL TO ORDER

The meeting was called to order by the Vice Board Chair, Vicky Collins at 7:12pm. Ms. Collins welcomed attendees and roll call was read by Ashley Wilson, Clerk of the Board.

MINUTES**

Board members received minutes from the September Board Meeting in their Board packets. Sally McCarthy moved to approve the minutes, which was seconded by Sarah Bohn. *(Unanimously approved)*

RECOGNITION OF GUESTS

None

PUBLIC COMMENT

None

PROGRAM REPORTS**

Financial and Administrative Support Services: Trish Cox, Senior Director of Finance, reviewed the September financial statement as well as the first quarter of the year, which board members received in their board packets. Overall the agency's revenue is at 23% and Expenses come in at 21%. Jerry Boothe moved to accept the September financial statement, which was seconded by Forrest Hite. *(Unanimously accepted)*

Ms. Cox continued with a review of the FY 21 Fee waivers the agency provided to clients. Board Members discussed this process as it relates to the ten percent match, required by the localities that the agency serves.

Ms. Cox finished her report with an update on the agency's HRIS system. Due to a timeline discrepancy, Munis will no longer be the provider of services. With this recent change, the agency has chosen Oracle, as it can keep the desired July 1, 2022 deadline for implementation. Board members discussed the difference in fees between the two companies.

Reach and Mobile Crisis Services: no report.

Clinical Services: Melanie Adkins, Senior Director, discussed the Marcus Alert initiative and how the agency has prepared to support these changes. The goal is to have more mental health providers in the community, assisting first responders. Currently NRVCS has an Emergency Services Clinician riding with law enforcement in order to respond to 911 calls.

Ms. Adkins continued her report by explaining the proposed regulations from Medicaid around Crisis Services. There is a concern on nursing staffing.



Board of Directors Meeting Minutes

Community Support Services: No report.

Human Resources: Angie Lucas, Senior Director, reviewed the success of staff appreciation week. Staff received cookies, access to food trucks and gift giveaways throughout the week.

Ms. Lucas continued her report by reviewing the quarter 2 turnover report. (April, May, June). The agency is noticing heavy turnover in the transportation program. Overall the agency is at a 7% turnover rate.

Ms. Lucas finished her report with an update that the Job Description project is almost complete and the next initiative is to work on the agency's training matrix.

Quality & Information Technology: No report.

Medical Director: Dr. Cooke, Senior Director provided an update on the agency's integrated health team. The team consists of a Nurse Practitioner and two Registered Nurses. The team offers health care screenings and administers vaccines.

Executive Committee Report: Vicky Collins, Vice Chair reported that the Executive Committee completed the Quarter 1 Executive Director performance review. Executive Committee members were pleased with the assessment and acknowledged that things were going smoothly.

EXECUTIVE DIRECTOR'S REPORT: James Pritchett, Executive Director, highlighted the work-session provider, the agency's School Based Program and Radford Superintendent, Rob Graham. NRVCS is currently providing services in every school in the New River Valley and have started conversations on a partnership with New River Community College. Mr. Pritchett continued his report with an update on the agency's facility study and a timeline to have the final report completed.

Mr. Pritchett finished his report with a discussion on the agency's efforts to recruit and retain staff and the hope to adjust pay scales. The pandemic has created staffing shortages for the agency as well as competition with private providers who can afford to pay staff more. The Admin team is working diligently on ideas to keep staff and potentially raise salaries. The agency is hopeful to have a plan by the holidays.

Board Member Comments: None

ADJOURNMENT:

There being no further business, Ms. Collins asked for a motion to adjourn the meeting at 8:05 pm. Jerry Boothe provided the motion, which was seconded by Forrest Hite. *(Unanimously approved)*

MINUTES APPROVED ON: *Ashley Wilson 12/9/2021*
Ashley Wilson, Clerk of the Board



Board of Directors Meeting Minutes

Board Member	Representing	Term Ends
Sara Bohn	Montgomery County	6/30/2024 (1 st Term)
Anthony Akers	Pulaski County	6/30/2024 (3 rd Term)
Melissa Shaw	Floyd County	6/30/2023 (2 nd Term)
Vicky Collins	City of Radford	6/30/2023 (3 rd Term)
Jason Buckland	Giles County	6/30/2023 (2 nd Term)
Sally McCarthy	Pulaski County	6/30/2023 (2 nd Term)
Forrest Hite	City of Radford	6/30/2024 (1 st Term)
Susan Richardson	Montgomery County	6/30/2022 (2 nd Term)
Sheila Roop	Montgomery County	6/30/2022 (3 rd Term)
Cheri Warburton	Pulaski County	6/30/2023 (Filling previous seat)
Jerry Boothe	Floyd County	6/30/2024 (1 st Term)
Joe Young	Montgomery County	6/30/2023 (3 rd Term)
Kristie Williams	Giles County	6/30/2023 (2 nd Term)