



Board of Directors Meeting Minutes

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

MEETING DATE: Thursday, February 24, 2022

MEMBERS PRESENT

Sheila Roop, Jerry Boothe, Anthony Akers, Forrest Hite, Sally McCarthy, Vicky Collins, Joe Young, Melissa Shaw, Jason Buckland, Susan Richardson, Kristie Williams.

MEMBERS ABSENT

Cheri Warburton and Sara Bohn (absent with notice)

AGENDA ACTION ITEMS

December 9, 2021 Minutes
January 27, 2022 Minutes
January Financial Statement

CALL TO ORDER

The meeting was called to order by the Board Chair, Joe Young at 6:16 pm. Mr. Young welcomed attendees and roll call was read by Ashley Wilson, Clerk of the Board.

MINUTES**

Due to low attendance, minutes from the December Board Meeting was tabled for approval to the February Board Meeting. Vicky Collins made the motion to approve the December Board Minutes, which was seconded by Anthony Akers. (*Unanimously approved; Jerry Boothe and Joe Young abstained*)

Board members received minutes from the January Board Meeting in their Board packets. Due to low attendance of the January Meeting, approval of the January Board Minutes will be moved to the March Board Meeting

PROGRAM REPORTS**

Financial and Administrative Support Services: Trish Cox, Senior Director, presented the agency's FY22 Budget Revision to be approved at the March Board Meeting. Board Members are instructed to contact Ms. Cox or Mr. Pritchett, should they have any questions, regarding the presentation. Ms. Cox continued with review of the January financial statement. January is 58% of the year and revenue and expenses overall are at 58% and 51%, with a surplus of \$3,984,330. Jerry Boothe moved to accept the January financial statement, which was seconded by Kristie Williams. (*Unanimously accepted*)

Community Support Services: Shelly Farmer, Senior Director, provided an update on the agency's assisted living facility, Fairview and the facility's recent renovations. With the extra funds from the District Fairview Home Board, the facility's roof has been replaced, handicap front doors installed and upgrades made to the bedroom furniture. Ms. Farmer finished her report with a review of the referral process and current bed capacity of the facility.

Quality & Information Technology: Leslie Sharp, Senior Director, provided an overview of the Quarterly Quality Report provided in the board member's packet.

Medical Director: Dr. Cooke, Medical Director, provided an overview of a new drug treatment for depression that the agency will begin to provide.

Executive Committee Report: Joe Young, Board Chair, reviewed Article VII - Meetings, Section 4 of the NRVCS Board By-Laws which states, "Absences will be reported to the appointing authority annually or more often at the discretion of



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the Executive Committee.” Moving forward, each jurisdiction will receive an annual summary of current board member’s attendance.

EXECUTIVE DIRECTOR’S REPORT: James Pritchett, Executive Director, highlighted the work-session providers, Chris Taylor and Cory Bently, who presented the agency’s recent grant award Project Link.

Mr. Pritchett proceeded to provide the following agency updates:

- The agency is in the final steps of the current hiring process for the Senior Director of HR position.
- The agency’s Change Champion committee will be conducting a check-in at the end of March in order to survey all staff on the agency’s vision and values.
- With the recent presentation by Spectrum Design, the company who conducted the facility study, the agency will be prioritizing funds to fix the identified facility issues. Facility drawings for the Radford Center buildout are in the finalization process and first drafts have been reviewed of the new Montgomery Center.
- DBHDS has a new commissioner: Nelson Smith. James provided an update on Mr. Smith and his plans since taking over. The next STEP-VA initiatives will be Case Management and PSR. NRVCS has been invited to participate on the planning committee and James has appointed a staff member to be the representative.
- The agency recently placed a bid to continue the Radford Transit contract, which was not accepted. NRVCS will continue to meet with the City of Radford to ensure a smooth transition to the new contract owners as well as develop plans to take care of the current Radford Transit staff.
- Mr. Pritchett reviewed the final summary of the agency’s FY19-22 Strategic Plan and highlighted each goal’s success. The agency will take the next year to finalize the next Strategic Plan which will include feedback from staff and community stakeholders.

Board Member Comments: Jerry Boothe expressed gratitude for the leadership of Mr. Pritchett and the NRVCS Leadership team and thanked them for all that they do.

ADJOURNMENT:

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

MINUTES APPROVED ON: March 24, 2022 Ashley Wilson
Ashley Wilson, Clerk of the Board

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)



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