



# Board of Directors Meeting Minutes

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

**MEETING DATE:** Thursday, January 27, 2022

## **MEMBERS PRESENT**

Sara Bohn, Sally McCarthy, Jerry Boothe, Susan Richardson, Joe Young, Cheri Warburton, Melissa Shaw

## **MEMBERS ABSENT**

Jason Buckland, Kristie Williams, Anthony Akers, Shelia Roop, Vicky Collins, Forrest Hite (absent with notice)

## **AGENDA ACTION ITEMS**

December 9, 2021 Minutes  
December Financial Statement

## **CALL TO ORDER**

The meeting was called to order by the Board Chair, Joe Young at 6:39 pm. Mr. Young welcomed attendees and roll call was read by Ashley Wilson, Clerk of the Board.

## **MINUTES\*\***

Board members received minutes from the December Board Meeting in their Board packets. Sara Bohn, moved to approve the minutes, which was seconded by Susan Richardson.

*\*\*Only 5 Board Members were able to approve the December Board Meeting Minutes. Approval of December Board Minutes will be moved to the February Board Meeting\*\**

## **Old Business\*\***

Sally McCarthy made a motion to ratify the Executive Committee's November 2021 decision to approve the Title 6 plans for community and Radford transit which was seconded by Sara Bohn. *(Unanimously approved)*

## **RECOGNITION OF GUESTS**

None

## **PUBLIC COMMENT**

None

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

**Financial and Administrative Support Services:** Trish Cox, Senior Director, reviewed the December Financial Statement, which Board Members received in their packet. Overall, December is 50% of the year. Revenue and expenses are at 49% and 44%, respectively, with a surplus of \$3,195,993. Jerry Boothe moved to accept the December financial statement, which was seconded by Sara Bohn. *(Unanimously accepted)*

**Reach and Mobile Crisis Services:** Karen Adams, Senior Director, provided an update on the Regional Call Center that is up and running. Ms. Adams provided a general review of staffing structures for the Regional Mobile Crisis Teams. Being a regional HUB for mobile crisis staff, the agency has finalized MOU's with all CSBs and Private Providers.



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**Clinical Services:** Melanie Adkins, Senior Director, provided an update on the various specialty dockets in our localities. Recently the agency serves a Behavioral Docket in Montgomery County which primarily serves individuals with mental illness. NRVCS also serves four Drug Courts that are active in Floyd, Giles, Pulaski and Montgomery. Ms. Adkins reviewed the team dynamics, how the programs operate and cost savings these dockets provide the localities they reside in. Board Members discussed the successes of these programs as well as recent struggles in one of the drug courts due to treatment disagreements.

**Community Support Services:** No report.

**Human Resources:** Angie Lucas, Senior Director, presented the proposed licensure payback agreements that the agency plans to implement for the future Licensure Supervision provided to staff, as well as general HR updates. Sara Bohn moved to approve the Licensure Supervision agreement, which was seconded by Sally McCarthy. *(Unanimously approved)*

**Quality & Information Technology:** No report.

**Medical Director:** No report.

**Executive Committee Report:** Joe Young, Board Chair, presented the proposed Staff Compensation Plan, which would provide staff with a 2% COLA as well as pay scale adjustments for specific positions. Mr. Pritchett reviewed the strategies to pay for the plan and the agency's commitment to this plan. Sara Bohn moved to approve the Staff Compensation Plan, which was seconded by Cheri Warburton. *(Unanimously approved)*

Mr. Young reported the Quarter 2 Executive Director Check in results and the timeline for the upcoming ED annual evaluation and contract.

**EXECUTIVE DIRECTOR'S REPORT:** James Pritchett, Executive Director, highlighted the work-session providers, Mike Wade and the agency's Community Wellness and Outreach staff for the QPR training they provided to Board Members. Mr. Pritchett reviewed the facility plan, created based on the results of the facility study, where the needs and goals were developed and will be reported on quarterly.

The agency recently submitted a proposal to the City of Radford to continue transportation services for Radford transit. As part of the proposal, staffing was increased as well as administrative costs for running the program.

In conclusion of Mr. Pritchett's report, the recent resignation of the agency's Human Resources Senior Director was received. A transition plan has been developed and Ms. Lucas will remain with the agency on a part time basis to provide supervision and assistance with projects and processes until the position is filled.

**Board Member Comments:** None

## **ADJOURNMENT:**

There being no further business, Mr. Young 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: March 24, 2022 Ashley Wilson  
Ashley Wilson, Clerk of the Board



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