

# MINUTES

## Rappahannock Area CSB

### May Board of Directors Meeting

Tuesday, May 15, 2018, 5:00 pm - 6:00 pm

Board Room 208 of 600 Jackson Street in Fredericksburg, VA

#### In Attendance

Amy Umble; Andrea Merwin; Beth Elkins; Brandie Williams;  
Brian Anderson; Dan Bairley; Debra Draper; Diane Deibel; Ellen  
Sears; Greg Sokolowski; Jack Rowley; Jane Yaun; Joe  
Wickens; Karen Kallay; Linda Carter; Michelle Wagaman;  
Nathaniel Hvizdos; Rhonda Pellicano; Sharon Killian; Stephanie  
Terrell; Stephen Curtis; Terry Moore; Tina Sears

#### Not In Attendance

Al Collins; Ken Lapin; Kheia Hilton; Lawrence Davies; Linda Ball

#### A. Minutes, Board of Directors, 4/17/18

Debra Draper

The Board approved the minutes from the April 17 meeting of the Board of Directors.

#### ATTACHMENT I

Move: Ellen Sears Second: Karen Kallay Status: Passed

#### B. Employee Service Awards

Jane Yaun

Jane Yaun presented the Employee Service Awards to employees who have been with RACSB for:

Ten years:

Brian Anderson, Mental Health Supervised Apartment Manager  
Dan Bairley, Intellectual Disability Apartment Manager

Five years:

Jennifer Bateman, Prevention Specialist

#### C. Public Comments

Debbie Draper reviewed public comment policy.

Nathaniel Hvizdos, a Fredericksburg City resident, told the Board that his wife started attending Kenmore Club in late 2017 and no longer participates in the

program. She has filed a number of complaints with RACSB and she believes she has been given clouded and inaccurate information. He distributed copies of his wife's complaint about her situation and of his statement. His wife wants Kenmore Club to do better and said that she does not feel safe. Mr Hvizdos said that RACSB performs a great service for the community, and that he received services himself until his insurance company changed.

#### D. Committee Reports

##### 1. Program Planning and Evaluation Committee, 5/8/18

Kheia  
Hilton

Jack Rowley reported that the Program Planning and Evaluation Committee met on May 8 and discussed:

###### Closed Meeting

Independent Assessment Certification and Coordination Team  
Rappahannock Area Kids on the Block Grant Submission  
Emergency Services Activity and TDO Exception Report  
CIT Assessment Center Report  
Information Technology and Electronic Health Record Update  
Victims of Crime FY19 Grant Renewal  
Myers Drive Grant Award  
Wolfe Street ICF Re-certification Survey  
Data Highlights: Developmental Disability Measures  
Wait List  
Third Quarter Serious Incident Review Summary  
Serious Incident Summary  
Quality Assurance Report

#### ATTACHMENT II

The Board passed a motion approving the minutes from the May 8 Program Planning and Evaluation Committee meeting.

Move: Jack Rowley Second: Linda Carter Status: Passed

##### 2. Finance Committee, 5/8/18

Ellen Sear

Ellen Sears reported that the Finance Committee met on May 8 and discussed:

FY 2019 RACSB Budget--Draft  
March 2018 Financial Report  
March 2018 Financial Trend Report  
March 2018 Investment Report

March 2018 Reimbursement Report  
March 2018 Other Post-Employment Benefits Report  
March 2018 Health Insurance Report  
Representative Payee Audit March 2018  
FY18 Write-Off Report  
April 2018 Capital Project Report  
Construction Project Update

### ATTACHMENT III

The Board passed a motion approving the May 8 Finance Committee meeting minutes.

Move: Ellen Sears Second: Linda Carter Status: Passed

#### 3. Personnel Committee Meeting, 5/9/18

Jack Rowley

Jack Rowley reported that the Personnel Committee met on May 9 and discussed:

Closed Meeting  
April 2018 EEO and Recruitment Update  
April 2018 Retention Update  
April 2018 Disability Claims Report  
Employee Handbook Review--Travel Policy

### ATTACHMENT IV

The Board passed a motion approving the minutes from the May 9 meeting of the Personnel Committee.

Move: Jack Rowley Second: Tina Sears Status: Passed

#### 4. Prevention/Public Information Committee Meeting

Debra Draper

Next meeting 6/12/18

The next meeting of the Prevention/Public Information Committee will be held June 13.

#### E. Other Business

Debra Draper

#### F. Report of Executive Director

Jane Yaun

Jane Yaun reported that the Spotsylvania Clinic closed for a day because of a power outage from a severe storm. A tree fell on the roof of the Peidmont Group Home from the storm but no major damage occurred.

A public hearing on the FY19 Budget will be held May 23 at 4 p.m.

Jane Yaun thanked the Board Members who attended the National Council Conference and/or the VACSB Conference.

She reminded the Board that the board photo and board dinner would be held next month.

Jane Yaun said that she and Terry Moore would meet with two recruitment firms to discuss recruitment of psychiatrists.

She said that in April, two staff members--Sharon Killian and Glenda Knight--received letters from Bobby Orrock about articles in The Free Lance-Star, thanking them for services provided to individuals in Planning District 16.

Jane Yaun reported that a state budget was not yet approved.

She also told the Board that Mary Jane O'Neill and Terry McNally have been invited to tour Myers Drive Respite Home to see how their grant would help individuals with developmental disability.

And she told them that Monday, May 21 would be the annual law enforcement appreciation lunch at Kenmore Club.

#### G. Report of Directors and Coordinators

Amy Umble  
bwilliams  
Joe Wickens  
Michelle Wagaman  
Rhonda Pellicano  
Sharon Killian  
Stephanie Terrell  
Terry Moore

Terry Moore reported that open enrollment was wrapping up.

Rhonda Pellicano said that in the Fiscal Year 2019 budget draft, the MAT budget would be changed to reflect that the state has awarded \$375,000. She also said she was grateful to attend the National Council Behavioral Health Conference and the VACSB Conference.

Amy Umble reported that the Communications Directors from across the state met last week and it was productive.

Michelle Wagaman said that Prevention Staff would be part of an upcoming community training at Aquia Harbour.

Joe Wickens thanked the Board for their support of the Garden Party and Plant Sale and said that the event brought more money than the year before. He also thanked Board Members who visited the Art of Recovery and said it would be on display through May 27.

Brandie Williams told the Board that this is a busy time for the data side of the agency, making changes to state reporting and working on integration between Virginia Waiver Management System and our electronic health records.

## ATTACHMENT V

### H. Board Time

Karen Kallay said she was grateful to go to the National Council Conference and the VACSB Conference. She said that there had been talk about using peers for services but that there are 176 barrier crimes, which makes it hard for individuals to become certified peer specialists. She said that she found talk of prevention programs in schools intriguing.

Greg Sokolowski said that he has been honored to serve on the Board for nearly one year.

Diane Deibel said that she enjoyed the article about Myers Drive in The Free Lance-Star featuring Debbie and Kyle Draper.

Tina Sears said she was also approaching her one-year anniversary on the board. She said the National Council Conference put a human story behind behavioral health and mental illness.

Ellen Sears told the three Board Members approaching their one-year anniversary to be flexible and "go with the flow." She apologized for missing the Garden Party.

Jack Rowley said that he was proud to be part of the board and proud of the great job RACSB does.

Beth Elkins said she loves being on the board and that she was just reappointed.

Debbie Draper said that she went to the VACSB conference and found it wonderful. She attended prevention workshops and it was nice to see what other CSBs were doing. She said that someone at the conference commended Jane Yaun's work and that she was becoming known in the state for her efforts.

## I. Adjournment

The meeting adjourned at 6:03 p.m.