

MINUTES

Rappahannock Area CSB

September Board of Directors Meeting

Tuesday, September 18, 2018, 5:00 pm - 6:00 pm

Board Room 208, 600 Jackson Street, Fredericksburg, Va. 22401

In Attendance

Al Collins; Alison Standring; Amy Umble; Andrea Merwin; Angela D'Angelo; Beth Elkins; Beth Shultz; Brandie Williams; Deborah Green; Debra Draper; Greg Sokolowski; Jane Yaun; Jim Howard; Joe Wickens; John Butler; Karen Kallay; Keisha Johnson; Ken Lapin; Kheia Hilton; Lawrence Davies; Linda Ball; Linda Carter; Michelle Wagaman; Nancy Beebe; Rhonda Pellicano; Sandra Lent; Sharon Killian; Stephanie Terrell; Stephen Curtis; Terry Moore; Tina Sears

Not In Attendance

Diane Deibel; Matt Zurasky

A. Minutes, Board of Directors, 7/17/18

Debra Draper

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

Move: Al Collins Second: Ken Lapin Status: Passed

B. Employee Service Awards

Jane Yaun

Five Years:

- Kelly Cook, Infant/Child Support Coordinator
- Keisha Johnson, Assistant Group Home Manager
- Kimberly Lovell, MH/SA Therapist
- Dgenie Michel, ID Residential Counselor I
- Beth Shultz, Infant/Child Support Coordinator

Ten Years:

- Sandra Lent, ID Residential Counselor I
- Clark Thomas, Supervisor, Transportation

Twenty Years:

- Deborah Green, Reimbursement Technician II

Jane Yaun presented Employee Service Awards to:

Five Years:

- Kelly Cook, Infant/Child Support Coordinator
- Keisha Johnson, Assistant Group Home Manager
- Kimberly Lovell, MH/SA Therapist
- Dgenie Michel, ID Residential Counselor I
- Beth Shultz, Infant/Child Support Coordinator

Ten Years:

- Sandra Lent, ID Residential Counselor I
- Clark Thomas, Supervisor, Transportation

Twenty Years:

- Deborah Green, Reimbursement Technician II

C. Public Comments

Debra Draper

D. Presentation: DBHDS
Licensing Regulations

Stephanie Terrell

Stephanie Terrell gave a presentation on changes to the Rules and Regulations for Licensed Providers through the Department of Behavioral Health and Developmental Services. She reviewed the ways the Department of Justice settlement agreement regarding ID/DD services in 2012 have affected regulations.

E. Committee Reports

Kheia Hilton

1. Program Planning and
Evaluation Committee,
9/11/18

Kheia Hilton reported that the Program Planning and Evaluation Committee met on Sept. 11 and discussed:

Extraordinary Barriers List Presentation
Part C Monitoring Results
Kenmore Club USDA Audit
Emergency Services Report
Crisis Assessment Center Report
IAACT Update
Information Technology and Electronic Health Records Update
FY18 Incident Reports
Serious Incidents Summary
Data Highlights
Wait List
Quality Assurance Report

The Board approved the minutes, including motions passed by the Committee, from the Sept. 11 meeting of the Program Planning and Evaluation Committee.

Move: Kheia Hilton Second: Jim Howard Status: Passed

Al Collins

2. Finance Committee,
9/11/18

Al Collins reported that the Finance Committee met on Sept. 11 and discussed:

FY 2018 Performance Contract Summary
End of Year FY 2018 Part C Fiscal Report

Finance Report
Financial Trends Report
Investment Report
Reimbursement Report
Other Post-Employment Benefits Report
Write-Off Report
Health Insurance Account Report
Representative Payee Audit
Personal Spending Accounts Audit
Capital Project Update
Construction Projects Update
Rappahannock Community Services Contribution

The Board approved the minutes, including actions approved by the Committee, from the Finance Committee Meeting on Sept. 11.

Jim Howard asked about the \$4.4 million in fees that are considered a "write-off." Rhonda Pellicano explained that those represent individuals who could not afford the full fee for services, and that general funds from local, state, and federal governments allow us to provide services regardless of ability to pay.

Move: Al Collins Second: Ken Lapin Status: Passed

3. Personnel Committee Meeting, 9/12/18

Greg Sokolowski

Greg Sokolowski reported that the Personnel Committee met on Sept. 12 and discussed:
Wellness Initiative Updates
Recruitment Reports for July and August
Retention Reports for July and August
Disability Claims Reports for July and August

The Board approved the minutes from the Sept. 12 meeting of the Personnel Committee.

Move: Greg Sokolowski Second: Beth Elkins Status: Passed

4. Prevention/Public
Information Committee
Meeting 9/12/18

Karen Kallay

Karen Kallay reported that the Prevention and Public Information Committee met on Sept. 12 and discussed:

Healthy Families Year-End Report

Healthy Families Youth in Philanthropy Grant

CBCAP Grant Update

Rappahannock Area Kids on the Block End of Fiscal Year Report

Program for Teen Parents End of Fiscal Year Report

Mental Health First Aid End of Fiscal Year Report

REVIVE! End of Fiscal Year Report

DARE to Be You End of Fiscal Year Report

Understanding ACEs End of Year Fiscal Report

CounterTools Report

Prevention Programs End of Year Fiscal Report

Rebranding Update

Upcoming Events

Catalyst Awards

FY19 Facilities Tours

She highlighted the CounterTools efforts to stop sales of tobacco to minors.

Debbie Draper said that rebranding efforts were underway and that RACSB has changed its volunteer awards to Catalyst Awards which will enlarge the pool of nominees.

The Board approved the minutes from the Prevention/Public Information Committee Meeting from Sept. 12.

Move: Karen Kallay Second: Jim Howard Status: Passed

F. Consent Agenda

Jim Howard suggested creating a Consent Agenda and that the Committee Reports would be placed into that agenda. Nancy Beebe said that she worried the Board would gloss over committee meetings. Debbie Draper said that Board Members would be responsible for reading the material and bringing questions and discussion items to the meeting. Jim Howard said that Board Members don't need to have the minutes read to them in the meeting when they have the minutes before them. He said that Committee chairs could still bring out highlights of the meetings. Kheia Hilton said that each Board Member could bring their questions and highlights to the meeting, and that since each Board Member has a different focus, most of the issues would still be discussed.

Jim Howard made a motion recommending the creation of a Consent Agenda in the Board of Directors meetings. This agenda item would include the committee meeting minutes.

Eleven Board Members approved the motion, and Nancy Beebe voted no on the motion.

Move: Jim Howard Second: Beth Elkins Status: Passed

G. Other Business

H. Report of Executive Director

Jane Yaun

Jane Yaun reviewed the 2018-2020 Budget Priorities from the Virginia Association of Community Services Boards. These include STEP-VA services and advocating for more money for those initiative. Other priorities include increasing the reimbursement rate for Medicaid early intervention case management and reducing the developmental disability waiver waiting list.

She also said that RACSB is going through a classification and compensation study.

I. Report of Directors and Coordinators

Amy Umble
Brandie Williams
Greg Sokolowski
Joe Wickens
Michelle Wagaman
Rhonda Pellicano
Sharon Killian
Stephanie Terrell
Terry Moore

Sharon Killian said that she is arranging meetings between RACSB employees and Spotsylvania Regional Medical Center to discuss the best ways to get services in place for substance-exposed newborns.

Terry Moore reported that TB tests and flu shots were underway.

Rhonda Pellicano said that the Department of Housing and Urban Development recently inspected three group homes, and two of those homes received a score of 99 out of 100 and one received a score of 90 out of 100.

Amy Umble reminded the Board that the facilities tour would be Sept. 25.

Michelle Wagaman told the Board that the Safety First Campaign would be held Sept. 29.

Joe Wickens told the Board that RAAI will hold its annual rum sale from Sept. 26 through Oct. 5. Also, RAAI was partnering with Spencer Devon Brewing for a fundraiser on Nov. 19.

Brandie Williams said that the Department of Medical Assistance Services rolled out Medallion 4 on Sept. 1. Many individuals will now receive their Medicaid benefits through managed care organizations. She said employees across the agency have worked to make sure services and reimbursements continued smoothly through the process.

J. Board Time

Debra Draper

Linda Ball told the Board that the NAMI walk will be held on Sept. 22 in Richmond.

K. Adjournment

The meeting adjourned at 6:45 p.m.