

MINUTES

Rappahannock Area CSB

March Finance Meeting

Tuesday, March 12, 2019, 12:30 pm - 1:37 pm

Board Room 208, 600 Jackson Street, Fredericksburg, VA 22401

In Attendance

Al Collins; Alison Standring; Amy Umble; Andrea Merwin;
Brandie Williams; Jane Yaun; Jim Howard; Joe Wickens;
Lawrence Davies; Matt Zurasky; Megan Toler; Pam Hutchinson;
Rhonda Pellicano

Not In Attendance

Kheia Hilton; Linda Ball

A. Mid-Year State FY19 Part C Fiscal Report

Alison Standring

Alison Standring reported that the mid-year fiscal year Part C report shows a combined revenue of \$1,555,159.55. Expenses through December were \$1,055,633.33. During the first half of FY19, RACSB provided services to 725 infants and toddlers and processed 380 referrals.

ATTACHMENT I

B. January 2019 Financial Report

Pam Hutchinson

Pam Hutchinson reported that Fiscal Year 2019 revenues of \$25,307,776 are \$297,506 or 1.16% less than Fiscal Year 2018 as of Jan. 31. Expenses of \$22,739,794 are \$1,685,414 or 8.01% more than FY18. The net revenue of \$2,567,983 is \$1,982,923 or 43.57% less than FY18.

ATTACHMENT II

The Committee passed a motion recommending the Board approve the January 2019 Financial Report as presented.

Move: Jim Howard Second: Lawrence Davies Status: Passed

C. January 2019 Financial Trend Report

Pam Hutchinson

Pam Hutchinson reviewed financial trends across program areas with comparative data to the previous two fiscal years. Capital projects are excluded from all program areas.

ATTACHMENT III

D. January 2019 Investment Report

Rhonda Pellicano

Rhonda Pellicano told the Committee that as of Jan. 31, cash and cash

equivalent investments totaled \$19,790,445.05. Of that, \$19,759,496.02 was at Union Bank, and \$30,949.03 was with the Local Government Investment Pool.

ATTACHMENT IV

The Committee passed a motion recommending the Board approve the January 2019 Investment Report as presented.

Move: Matt Zurasky Second: Jim Howard Status: Passed

E. January 2019 Reimbursement Report

Megan Toler

Megan Toler told the Committee that total outstanding claims are \$4,315,182 as of Jan. 31. Year-to-Date fee revenue of \$14,237,359 as of Jan.31 is \$800,000 or 5.3% less than the prior year.

ATTACHMENT V

F. January 2019 Health Insurance Account Report

Rhonda Pellicano

Rhonda Pellicano reported that the health insurance account balance was \$474,767.71 as of Jan. 31. Average monthly claims for FY 2019 are \$322,255 which is \$47,771 more than the prior year's claims.

ATTACHMENT VI

The Committee passed a motion recommending the Board approve the January 2019 Health Insurance Account Report as presented.

Move: Lawrence Davies Second: Jim Howard Status: Passed

G. RACSB FY 2019 Mid-Year Performance Contract Summary

Rhonda Pellicano

Rhonda Pellicano reported that RACSB submitted the Fiscal Year 2019 Mid-Year Performance Contract to the Department of Behavioral Health and Developmental Services in February 2019. RACSB reported revenues of \$19,018,859 and expenses of \$17,100,080 for a balance of \$1,918,779.

ATTACHMENT VII

H. February 2019 Capital Project Report

Rhonda Pellicano

Rhonda Pellicano reported that capital projects totaling are completed or underway. Joe Wickens updated the Committee on projects at River Club, Kenmore Club, the Stafford Clinic, and 750 Kings Highway.

ATTACHMENT VIII

I. CLOSED MEETING, VA CODE 2.2-3711 A(4), A(7) and A (15)

Al Collins

It was moved by Jim Howard and seconded by Matt Zurasky that the Finance Committee of the Rappahannock Area Community Services Board convene in a closed meeting pursuant to Virginia Code §2.2 – 3711 A(4) for the protection and privacy of individuals in personal matters not related to public business; Virginia Code §2.2 – 3711 A(7) to receive a briefing by staff pertaining to

litigation, where such briefing would affect the litigation posture of RACSB if held in open session; and Virginia Code §2.2 – 3711 A(15) to discuss medical records excluded from 2.2 – 3711 pursuant to subdivision 1 of 2.2 – 3705.5.

It was moved by Matt Zurasky and seconded by Lawrence Davies that the Committee reconvene in open session.

Upon reconvening, Al Collins called for a certification from all Committee members that, to the best of their knowledge, the Committee discussed only matters lawfully exempted from statutory open meeting requirements of the Freedom of Information Act; and only public business matters identified in the motion to convene the closed meeting.

A roll call vote was conducted:

Matt Zurasky: aye

Al Collins: aye

Lawrence Davies: aye

Jim Howard: aye

Move: Jim Howard Second: Matt Zurasky Status: Passed

J. Other Business (Al Collins)

K. Adjournment

The meeting adjourned at 1:37 p.m.