
July 21, 2020 Board of Directors Meeting Minutes

Call to order

A meeting of the Board of Directors of Rappahannock Area Community Services Board was held at July 21 at 5 p.m at River Club. Attendees included Nancy Beebe, Matt Zurasky, Susan Gayle, Kheia Hilton, Beth Elkins, Lawrence Davies, Linda Ball, Greg Sokolowski, Melissa White, Jane Yaun, Jacque Kobuchi, Joe Wickens, Michelle Wagaman, Stephanie Terrell, Terry Moore, Brandie Williams, Andrea Merwin, and Amy Umble. Members not in attendance included Debbie Draper, Karen Kallay, Ken Lapin, and Linda Carter.

June 16, 2020 Minutes, Board of Directors

The Board approved the minutes from the June 16 meeting.

ACTION TAKEN: The Board approved the minutes.

Moved by: Linda Ball Seconded: Lawrence Davies

Employee of the Quarter

Jane Yaun announced that Amy Jindra, Kenmore Club Coordinator, had been selected as the Employee of the Quarter for April through June 2020. She said that Amy received three nominations, which mentioned her dedication to the clubhouse and its members and her hard work in keeping Kenmore Club running through the pandemic. Jane told the Board that two clubhouse programs in RACSB's region had shut down permanently because of the challenges presented by coronavirus and social distancing requirements. Amy worked seven days a week so the program could quickly pivot to offering online services. At the same time, she spearheaded efforts to get 36,000 pounds of food to people in our community who are struggling with food insecurity.

Employee Service Awards

Jane Yaun announced that the following employees had celebrated anniversaries for years of service at RACSB:

Five Years:

- Blaise Forzi, Residential Counselor (PRN), Churchill Drive Group Home
- Gilbert Montgomery, Drug Court Surveillance Officer
- Elizabeth Moran, Administrative Assistant, Developmental Services Support Coordination
- Angie Reiordan-Hom, Nurse Manager, Intermediate Care Facilities

Fifteen Years:

- Lacey Fisher, Coordinator, Rappahannock Adult Activities Inc.
- Sherry Norton-Williams, Prevention Specialist

FY 2021 DBHDS Performance Contract, Exhibit A

Matt Zurasky reviewed the Performance Contract for Fiscal Year 2021. He told Board Members that this was similar to the budget that had been presented the previous month. He said that the programs in the performance contract represented a budget of \$39,914,575.

ACTION TAKEN: The Board approved the performance contract as presented.

Moved by: Matt Zurasky Seconded: Linda Ball

Consent Agenda

ACTION TAKEN: The Board approved the consent agenda as presented, including all recommended actions.

Moved by: Beth Elkins Seconded: Kheia Hilton

The roll call vote was as follows: Linda Ball, yes; Greg Sokolowski, yes; Susan Gayle, yes; Debbie Draper, yes; Kheia Hilton, yes; Beth Elkins, yes; Karen Kallay, yes; Matt Zurasky, yes; Nancy Beebe, yes; Melissa White, yes

Recommended by Program Planning and Evaluation Committee July 14, 2020

- A. 1. Information only - Extraordinary Barriers List - June 2020
- A. 2. Information only - Independent Assessment Certification and Coordination Team (!ACCT) Update
- A. 3. Information only - Information Technology/Electronic Health Record Update A. 4. Information only - Crisis Intervention Team (CIT) Assessment Center Report A. 5. Information only- Emergency Custody/ Temporary Detention Order Report
- A. 6. Information only -Part C Monitoring Results for FFYI 9/SFY 20
- A. 7. Information only-June 2020 Wait List
- A. 8. Approved - DBHDS -Office of Licensing Corrective Action Plan, Program for Assertive Community Treatment
- A. 9. Information only-Quality Assurance Reports, Chart Audits
- A. 10 Information only- Operation review- Corona Virus

Recommended by Finance Committee July 14, 2020

- B.1 Approved -May - 2020 Financial Report
- B.2 Information only-May 2020 Financial Trends Report
- B.3 Information only -May 2020 Investment Report
- B.4 Information only -May 2020 Reimbursement Report
- B.5 Information only -May 2020 Health Insurance Account Report

B.6 Information only -May 2020 Other Post- Employment Benefits

B.7 Approved - FY 2021 Rappahannock Area Community Services Board Exhibit A, Department of Behavioral Health and Developmental Services Performance Contract B. 8 Information-FY 2021 Insurance Coverage

B. 9 Information -COVID-19 Impact Indicators

Recommended by Personnel Committee July 8, 2020

C. 1 Information only -June 2020 EEO Report and Recruitment Update

C.2 Information only -June 2020 Retention Report

C.3 Information only -COVID 19 Reorganization Structure

C.4 Information only -Workers Compensation Report

C.5. Closed Meeting-VA Code 2.2-3711 A (4) & A (15)

Report of the Executive Director

Jane Yaun reported that the VACSB October conference will be virtual. She also told the Board that the state budget for FY2020 expected to be \$236million short and the next few years are still uncertain. An August session from the General Assembly will focus on budget, social justice, and law enforcement. She said that it was still unknown if these budget challenges faced by the state will affect community service board budgets.

She also told the Board that conversations around mental health response and police responses for behavioral health emergencies are ongoing. Some communities in Virginia have co-responders, where a mental health therapist responds with police to emergencies. She said that RACSB leadership was looking at different models to see what could work in our community and would decrease trauma to the individual experiencing a crisis as much as possible.

She reported that the Fredericksburg City Assistant Manager reached out to ask what RACSB could offer to their workforce and to individuals who have been involved in protest and recent events. The agency has also offered resilience training, plus information on compassion fatigue, and a wellness for employees webinar.

Beth Elkins asked about meeting with Senator Kaine, Jane and Kheia Hilton said it went well, and that the senator seemed willing to listen and eager to learn more about mental health.

Report of Directors and Coordinators

Jacque Kobuchi reported that several clinical services positions had recently been filled.

Terry Moore told the Board that human resources has recently started holding in-person trainings for CPR, First Aid, therapeutic options, and medication management. These trainings had fewer attendees in order to observe social distancing protocol.

Stephanie Terrell told the Board that many changes to regulations and reporting requirements had occurred in June.

Amy Umble reported that the July facilities tour would be virtual.

Michelle Wagaman said that RACSB would facilitate Mental Health First Aid training at Rappahannock Regional Justice Academy and that the agency was working with the University of Mary Washington to develop virtual trainings for resident advisors.

Joe Wickens said that Kenmore Club would slowly start opening. He also told the board that face-to-face visits by developmental disability case management would begin Aug. 1.

Brandie Williams reported that changes with the Waiver Management System integrations went into effect July 1 and that RACSB moved swiftly from the old version to the new version. She also said that virtual service provision increased again in June.

Board Time

Melissa White said, "Great job, Jane and crew."

Beth Elkins thanked RACSB staff for their work.

Matt Zurasky said, "I continue to be impressed with everyone's performance and how adaptable RACSB has been."

Greg Sokolowski said the "new normal" was uncertain and that there would most likely be more challenges ahead. He thanked RACSB staff for "what you have done, what you continue to do day-to-day for those who are less fortunate."

Kheia Hilton said she was proud of RACSB's work and happy to serve as chair of the board. She noted that she really appreciated the agency's work. "To the staff of RACSB, you all have been stretched in ways that are not even imaginable, and you have not just succeeded but rocked it."

Adjournment

The meeting adjourned at 5:28 p.m.