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# May 18, 2021 Board of Directors Meeting Minutes

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## Call to order

A meeting of the Board of Directors of Rappahannock Area Community Services Board was held May 18 at River Club and via Zoom. Attendees included Debbie Draper, Ken Lapin, Linda Carter, Greg Sokolowski, Matt Zurasky, Linda Ball, Nancy Beebe, Kheia Hilton, Junice Kulick, Melissa White, Susan Gayle, Jane Yaun, Jacque Kobuchi, Joe Wickens, Michelle Wagaman, Stephanie Terrell, Rhonda Pellicano, Michelle Runyon, Brandie Williams, Andrea Merwin, Todd Larkin, Bill Loving, and Amy Umble. Lawrence Davies and Karen Kallay were not in attendance.

## April 20, 2021 Minutes, Board of Directors

The Board approved the minutes from the April meeting.

**ACTION TAKEN:** The Board approved the minutes.

**Moved by:** Linda Ball **Seconded:** Greg Sokolowski

## Employee Service Awards

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

### **Five Years:**

Na-Imah Armstead-Direct Support Professional -Myers Drive Respite

### **Ten Years:**

Floretta Ramsuer -Direct Support Professional -Galveston Road Group Home

## Board Training—Crisis Services

Jane Yaun reviewed the state of crisis response services and the changes coming up for those services throughout the state. She also updated the Board Members on the Marcus David Peters Act, which will transform crisis response in Virginia. The act was passed by the General Assembly in response to the death of a teacher who was killed by police in the midst of a mental health crisis in Richmond. She shared some of the challenges the CSB would face throughout these changes.

## Consent Agenda

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

**Moved by:** Debbie Draper **Seconded:** Greg Sokolowski

**I. RECOMMENDED: PROGRAM PLANNING AND EVALUATION COMMITTEE,  
May 11, 2021**

- A. 1. Information only - Extraordinary Barriers List -April 2021
- A. 2. Information only - Independent Assessment Certification and Coordination Team (IACCT) Update
- A. 3. Information only-Information Technology/Electronic Health Record Update
- A. 4. Information only -Dashboard Measures
- A. 5. Information only-Crisis Intervention Team (CIT) Assessment Center Report
- A. 6. Information only -Emergency Custody/ Temporary Detention Order Report
- A. 7. Information only -April 2021 Wait List
- A. 8. Information only -Operation review-Corona Virus

**II. RECOMMENDED: FINANCE COMMITTEE, May 11, 2021**

- B.1 Information Only -Federal Communication Commission's Coronavirus Telehealth
- B.2 Information Only -FTA Section 5310 Grant
- B.3 Information Only -SAMHSA Mental Health Center Grant
- B.4 Approved-March 2021 Financial Report
- B.5 Information Only-March 2021 Financial Trends Report
- B.6 Information Only- March 2021 Investment Report
- B.7 Information Only-March 2021 Reimbursement Report
- B.8 Information Only-March 2021 Health Insurance Account Report
- B.9 Information Only-March 2021 Other Post-Employment Benefits Review
- B.10 Information Only -COVID-19 Impact Indicators

**III. RECOMMENDED: PERSONNEL COMMITTEE, May 12, 2021**

- C. 1 Information Only -April 2021 Retention Report
- C.2 Information Only -April 2021 EEO Report and Recruitment Update

**Items for Full Board Discussion**

- 601 Lafayette Boulevard Jane Yaun reminded the Board that RACSB acquired the property at 601 Lafayette Blvd on Sept. 6, 2019 and planned to use the space to expand services and move administrative offices, which would also provide space to expand the Fredericksburg Clinic.

Bill Loving explained the city’s Planning Commission’s plans to change zoning requirements in the district that would impact the agency’s plans for the property. He reviewed the proposed Creative Maker’s District Ordinance and how the ordinance could affect RACSB plans.

Matt Zurasky said that the Finance Committee did not vote on a recommendation because there was not a representation of each locality at that meeting. He said that the Committee leaned toward divesting the property.

**ACTION TAKEN:** The Board voted to approve RACSB review options for selling 601 Lafayette Boulevard and to seek buyers for the property.

Moved by: Matt Zurasky Seconded: Ken Lapin

#### FY 2022 Budget

Rhonda Pellicano reviewed the Fiscal 2022 operating budget. The total budget is \$49.1 million. The FY 2022 budget included a health insurance premium increase, a salary increase, and new positions. Challenges include recruitment, retention, re-starting services, space needs, regional initiatives, and changes to the performance contract.

**ACTION TAKEN:** The Board approved the budget as presented.

Moved by: Matt Zurasky Seconded: Susan Gayle

#### FY 2022-2026 Capital Projects Plan

Rhonda Pellicano reviewed the Capital Projects Plan for FY 2022-2026, including \$9.5 million in projects over five years. She said that the plan was developed before the agency learned about the restrictions the city might put into place that would impact 601 Lafayette Boulevard. The plan does include a placeholder for development of 601 Lafayette Blvd. She also reviewed some larger projects, including HR/payroll consolidated system solution, parking lot resurfacing, and transportation vehicle replacement. She told the Committee that the vehicle replacement was covered by grants in FY 2022 and additional grants would be sought in the future.

**ACTION TAKEN:** The Board approved the Capital Projects Plan, with an amendment changing 601 Lafayette Boulevard to “space needs.”

Moved by: Matt Zurasky Seconded: Greg Sokolowski

### Report of the Executive Director

Jane Yaun reminded the Board that this would be Andrea Merwin’s final meeting as she was retiring. She thanked her for more than four decades of service and presented a gift from the agency.

### Report of Directors and Coordinators

Jacque Kobuchi thanked Andrea for her work.

Michelle Runyon reported that an employee paint night raised money for Rappahannock United Way.

Amy Umble thanked Andrea for helping her at RACSB.

Michelle Wagaman expressed her appreciation for Andrea. She also reported that prevention services had recently hosted two virtual hidden in plain sight events, a parenting check-in, and a virtual suicide prevention event. Additionally, Melody Jennings had been promoted to program manager of Healthy Families Rappahannock Area.

Joe Wickens announced that the Rappahannock Adult Activities spring plant sale had raised more than \$63,000.

Brandie Williams said that she would miss Andrea.

### Board Time

Linda Carter offered congratulations to Andrea on her retirement.

Ken Lapin thanked Andrea for making it a pleasure to serve on the Board of Directors.

Debbie Draper thanked Andrea.

Susan Gayle thanked Andrea and said that she enjoyed the agency's prevention events.

Melissa White thanked Andrea and congratulated her on retirement.

Nancy Beebe said that she was so proud of RACSB. She reported that she takes care of an infant receiving early intervention services and that when she accompanies the baby on medical appointments, she always hears good things about the Parent Education Infant Development program.

Linda Ball said that she and her husband were teaching a family and friends course through NAMI. She said it had been delightful to work with Andrea and wished her the best in retirement.

Matt Zurasky thanked the Board of Directors for making difficult decisions, and thanked staff for providing the information that allowed them to make the best decisions. He thanked Andrea and said he would miss her emails.

Greg Sokolowski said he was grateful to meet in-person and he was thankful for the opportunity to honor Andrea. "This truly is a family, and I get blessed every time I come here and see what's going on and see the dedication of the staff," he said.

Junice Kulick said she was thankful to see beautiful smiles and for beautiful weather.

Kheia Hilton thanked Andrea for her work and said, "It has been a complete joy working with you and I am so happy for you."

## Adjournment

The meeting adjourned at 6:30 p.m.