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# October 19, 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 October 19 at River Club. Attendees included Debbie Draper, Melissa White, Susan Gayle, Nancy Beebe, Ken Lapin, Kheia Hilton (Virtual), Jane Yaun, Brandie Williams, Michelle Wagaman, Tina Cleveland, Michelle Runyon, Jacque Kobuchi, Amy Umble, Joe Wickens, Stephanie Terrell, Lacey Fisher, Steve Curtis, Jennifer Acors, Judy Thompson, Valerie St. John, Cynthia Gwaltney, and Teresa McDonnell. Linda Carter, Greg Sokolowski, Junice Kulick, Matt Zurasky, Linda Ball, and Lawrence Davies were not present.

## August 17, 2021 Minutes, Board of Directors

There was not a quorum therefore the board was unable to approve the minutes.

## Employee Service Awards

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

### Five Years:

Jennifer Berry, Family Support Worker, Healthy Families

Latarsha Demmie, Intellectual Disability Support Coordinator, Spotsylvania

Amanda Fisher, Psychiatric Nurse Practitioner, Fredericksburg

Barbara Knight, Office Manager, Spotsylvania

Laurie Strother, Supervisor, Healthy Families

### Ten Years

Judy Thompson, Mental Health Case Manager, Fredericksburg

### Twenty Years

Stephen Curtis, Coordinator, Intellectual Disability Residential Services

### Thirty Years

Cynthia Gwaltney, Intellectual Disability Support Coordinator, Caroline

## Board Presentation: Region 1 – What does that mean?

Jane Yaun educated the Board on Region 1 and what that means in relation to RACSB. She reviewed the many programs and efforts and how they affect RACSB such as STEP-VA, Crisis Now, BRAVO, Exhibit Ds, and Federal Grants. She also reviewed how the Department of Justice is involved with waivers for our IDD population.

## Consent Agenda

### **I. RECOMMENDED: PROGRAM PLANNING AND EVALUATION COMMITTEE, October 12, 2021**

- A. 1. Information only – Extraordinary Barriers List – September 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 – Crisis Intervention Team (CIT) Assessment Center Report
- A. 5. Information only – Emergency Custody/ Temporary Detention Order Report
- A. 6. Information only – September 2021 Wait List
- A. 7. Information only – DBHDS Corrective Action Plans – Office of Licensing
- A. 8. Information only – Quality Assurance Report – Chart Reviews
- A. 9. Information only – Data Dashboard
- A. 10. Information only – DBHDS School Mental Health Grant

### **II. RECOMMENDED: FINANCE COMMITTEE, October 12, 2021**

- B. 1. Approved – August 2021 Financial Report
- B. 2. Information Only – August 2021 Investment Report
- B. 3. Information Only – August 2021 Reimbursement Report
- B. 4. Information Only – August 2021 Health Insurance Account Report
- B. 5. Information Only – August 2021 Other Post-Employment Benefits Review
- B. 6. Information Only – COVID-19 Indicator – Payroll Statistics
- B. 7. Information Only – Brief narrative – Local Budget Request (handout)

### **III. RECOMMENDED: PERSONNEL COMMITTEE, October 12, 2021**

C. 1 Information Only – September 2021 EEO Report and Recruitment Update

C. 2 Information Only – September 2021 Retention Report

C. 3 Approved - Annual Leave Balances Calendar Year 2022

C. 4 Information Only – Assessment of Virginia License Behavioral Health Workforce

There was not a quorum therefore the board was unable to approve the consent agenda.

### **Items for Full Board Discussion**

There was not a quorum therefore there were no items for full board discussion.

### **Report of the Executive Director**

Jane Yaun told the Board that the first round of job interviews for the executive director position have been scheduled.

### **Report of Directors and Coordinators**

Michelle Runyon told the Board that Employee Appreciation Day was a huge success. Lots of good feedback. Kheia stated that it was great to let employees know how much they are appreciated and thanked RACSB for doing that.

Michelle Wagaman announced that Operation Medicine Cabinet would be held October 23 with 10 – 12 locations collecting old medications. RACSB would be at the Spotsylvania Regional location to conduct Rapid Revive training and dispense Narcan.

Joe Wickens said that the RAAI fall plant sale was a big success. They had sold \$3,000 worth of mums and pumpkins. He let the Board know that Poinsettia orders were available now with a December 15 pick-up. He informed the Board that RACSB is donating the old greenhouse to Downtown Greens.

Brandie Williams announced that RACSB hosted the first Technology & Data Summit October 15th. There were 11 other CSBs, Terrapin Medication, and Anthem in attendance. Netsmart presented on care manager (crisis platform). Brandie stated that it was nice to have different stakeholders to work together in order to get better data.

### **Board Time**

Ken Lapin stated that we were definitely in some exciting times and wished RACSB good luck with future efforts.

Nancy Beebe stated great adventures were ahead and that she was glad that everyone shows up everyday to help serve our community.

Kheia Hilton thanked everyone for their hard work. She stated that the Board knows everyone is dealing with a lot and if it wasn't for RACSB employees our community wouldn't be able to be served.

## Adjournment

The meeting adjourned at 6:02 p.m.