
March 2022 Board of Directors Meeting Minutes

Call to order

A meeting of the Board of Directors of Rappahannock Area Community Services Board was held March 15 at 600 Jackson Street. Attendees included Greg Sokolowski, Susan Gayle, Kheia Hilton, Linda Ball, Nancy Beebe, Linda Carter, Ken Lapin, Lawrence Davies, Matt Zurasky, Jane Yaun, Brandie Williams, Michelle Wagaman, Amy Jindra, Jacque Kobuchi, Stephanie Terrell, Patricia Newman, and Teresa McDonnel. Carol Walker and Melissa White were not present.

February 15, 2022 Minutes Board of Directors

The Board approved the minutes from the February meeting.

ACTION TAKEN: The Board approved the minutes.

Moved by: Ken Lapin Seconded: Linda Carter

Employee Service Awards

Jane Yaun announced that the following employee had celebrated an anniversary for years of service:

Five Years

Elizabeth Well, Lead Hospital Liaison, State Hospital Discharge Program

Board Presentation: Through the Looking Glass

Jane Yaun presented to the Board what she felt RACSB should be looking to in the future. She reminded the Board the importance of looking at finding and retaining a great workforce. She also discussed the importance of keeping an eye on mental health, substance use disorder, and intellectual disability/developmental disability/early intervention needs and changes that will be upcoming. She encouraged the Board to continue to look at the future of RACSB locations such as Carr Drive, Roxbury, Myers, Sunshine Lady House, and renovations at Jackson Street. Finally, she mentioned many things for the Board to keep in mind such as RACSB investments, payment structure changes from DBHDS, new systems and reporting, performance contract changes, and local, state, federal, and international news that will affect the way we are able to conduct daily operations.

Consent Agenda

I. RECOMMENDED: PROGRAM PLANNING AND EVALUATION COMMITTEE, March 8, 2022

A. 1. Information only – Extraordinary Barriers List – February 2022

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 – Myers Drive Respite Update
- A. 7. Information only – February 2002 Wait List
- A. 8. Pending Approval – DBHDS Office of Licensing Corrective Action Plans
- A. 9. Information only – Quality Assurance Quarterly Incident Report Review
- A.10 Information only – Data Dashboard

II. RECOMMENDED: FINANCE COMMITTEE, March 8, 2022

- B.1 Pending Approval – January 2022 Financial Report
- B.2 Information Only – January 2022 Investment Report
- B.3 Information Only – January 2022 Reimbursement Report
- B.4 Information Only – January 2022 Health Insurance Account Report
- B.5 Information Only – January 2022 Other Post-Employment Benefits Review
- B.6 Information Only – COVID-19 Impact – Payroll Statistics

III. RECOMMENDED: PERSONNEL COMMITTEE, March 8, 2022

- C. 1 Information Only – February 2022 EEO Report and Recruitment Update
- C. 2 Information Only – February 2022 Retention Report

ACTION TAKEN: The Board unanimously approved the consent agenda, including all recommended actions with the exception of the two items that need to be voted on.

Moved by: Linda Ball Seconded: Lawrence Davies

Items for Full Board Discussion/Vote

PROGRAM PLANNING AND EVALUATION COMMITTEE: DBHDS Office of Licensing Corrective Action Plans (no quorum)

ACTION TAKEN: The Board moved to endorse the DBHDS Office of Licensing Corrective Action Plans as submitted.

Moved by: Linda Carter Seconded: Ken Lapin

FINANCE COMMITTEE: January 2022 Financial Report (no quorum)

ACTION TAKEN: The Board unanimously approved the January 2022 Financial Report as submitted.

Moved by: Matt Zurasky Seconded: Lawrence Davies

Report from the Executive Director

Jane Yaun informed the Board that the state budget has not yet been released. She also wanted to thank the Board for their trust and the privilege to work with a wonderful group of people.

Report of Directors and Coordinators

Jacque Kobuchi shared with the Board that they have submitted three hiring packets this week for the School Based Therapist, Mental Health/Substance Use Disorder Outpatient Therapist, and a Child and Adolescent Case Manager. The two therapists have accepted. We are waiting to hear back from the case manager.

Michelle Runyon stated the Human Resources/Payroll system will be going live in April. She also shared that she will be working with Stephanie Terrell to conduct harassment training with managers and supervisors soon. She also informed the Board that the HR Specialist position in has been filled by Teresa McDonnel. Teresa will be doing both the Executive Associate and HR Specialist job until a replacement is hired.

Michelle Wagaman stated that Prevention is pushing \$1 million. The highest amount since she has been in that position. She also informed the Board that Healthy Families will be hosting an Open House at their Carr Drive location on April 4th. Matt Zurasky asked about gambling addiction and who handles this. Michelle stated that Prevention handles the initial issues by education and Clinical would assist with the actual request for help if contacted by someone with a gambling addiction. Michelle stated that she would be sharing the results of the Gaming and Gambling Community Needs Assessment with the Board.

Amy Jindra reported that Caroline RAAI is currently in a phased opening. The plan is to be back at full capacity with individuals served by April 4. She also informed the Board that the plant sale will be coming soon.

Brandie Williams reported that RACSB has transitioned to AvatarNX. She also informed the Board that the Prescription Drug Monitoring Program integration with Orderconnect has been implemented and the prescribers are very happy with the program. She stated that RACSB has signed a contract with Remarkable Health/Netsmart to participate as an early adopter. This program will assist clinicians with notes and offers voice to text capability. Brandie also stated that her and Alison Standring have continued to work with the new Early Intervention System TRAC-IT.

Board Time

Matt Zurasky thanked everyone on the wonderful things RACSB continues to do. He also thanked Jane for her service and is looking forward to continuing these great things with Joe.

Greg Sokolowski stated he is always astounded at the number of things RACSB deals with regularly and how well we are able to get it all done. He also thanked Jane for everything she has done and wished her the best with her future endeavors.

Ken Lapin stated that he was extremely proud to be part of this wonderful Board. He also wished Jane the best and how wonderful it has been to work with her.

Susan Gayle stated how much she enjoys working with RACSB and is always promoting it. She thanked Jane and everyone at RACSB for the wonderful job they do.

Linda Ball stated that she feels all RACSB employees are heroes. She wished Jane the best and that she would be greatly missed.

Nancy Beebe thanked Jane for everything she has done and how much she has learned from her. She admires how she has brought us through the crises over the last few years. She also gave Kudos to everyone for their hard work.

Linda Carter thanked Jane for everything and wished her the best.

Lawrence Davies thanked Jane for her outstanding leadership to this agency. He thanked everyone for their help, cooperation, and friendship. He wished Jane the best and is very grateful to the Board.

Kheia Hilton thanked Jane and everyone for the great job they do.

Adjournment

The meeting adjourned at 6:06 p.m.