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| January 2024 Board of Directors  Meeting Minutes |

# CALL TO ORDER

A meeting of **the Board of Directors of Rappahannock Area Community Services Board** was held on **January 23, 2024, at 600 Jackson Street** and called to order by Chair, Nancy Beebe. *Attendees included*: Jacob Parcell, Shawn Kiger, Claire Curcio, Glenna Boerner, Matt Zurasky, Nancy Beebe, Melissa White, Susan Gayle, Carol Walker, Gregory Sokolowski, and Kenneth Lapin. *Not present*: Bridgette Williams, and Sarah Ritchie.   
  
MINUTES, BOARD OF DIRECTORS, **December 19, 2023**   
  
The Board of Directors approved the minutes from the December 19, 2023 meeting.   
  
 ACTION TAKEN: The Board approved the minutes  
 Moved by: Mr. Kenneth Lapin  
 Seconded by: Mr. Matthew Zurasky

# PUBLIC COMMENT

No Action Taken

1. SERVICE AWARDS

Ms. Brandie Williams recognized all employees with awards:

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| 5 years  **Carol Embry,** Accountant  **Amelia Gilmer,** Office Associate II  **Katelynn Writt,** Day Support Counselor, ICF  **Beena Jennifer Premkumar,** Psychiatrist  15 years  **Melissa Roth,** ID Residential Specialist  **Cecelia Sawyer,** Direct Support Professional, Residential  Employee of the Quarter  **Carrie Beard,** Home Road Group Home Manager |

* INTRODUCTION OF A VISITOR: **Cindy Lamb, DBDHS Board Member,** present at meeting to fulfill obligation to that board by maintaining consistent contact with local CSBs in the service area she covers. Ms. Lamb shared her purpose is to take back information that we would like to share with the DBDHS Board Members. She sees this as a great opportunity for RACSB to have a local voice at the agency.
* BOARD PRESENTATION: ***Legislative and Advocacy*** *–* ***presented by Ms. Brandie Williams***

Ms. Williams gave a presentation to the board focused on the three levels of advocacy, Federal, State and Local. She presented the contact details for our Federal Representatives as well as our Local Governing Bodies. Ms. Williams went over the Board of Supervisors/City Council, top advocacy priority- to fully fund our local funding request directed towards administrative support to assist with the Crisis Receiving Center (CRC) and on-going funding. She then went into detail the role the VACSB plays and how they represent the CSB/BHAs in state and federal public policy matters, including state and federal funding, legislation and regulation. Ms. Williams spoke about the VACSB Public Policy Committee that reviews each bill which impacts public behavioral health and developmental disabilities services. She then walked the Board through each of the Associated Bills currently under consideration. Ms. Williams concluded by reviewing these bills in the context of the Governor’s Introduced Budget.

1. CONSENT AGENDA

RECOMMENDED: PROGRAM PLANNING AND EVALUATION COMMITTEE

January 9, 2024 **Parcell**

* 1. Information Only – Extraordinary Barriers List
  2. Information Only – Independent Assessment Certification and Coordination Team Update (IACCT)
  3. Information Only – Crisis Intervention Team Report
  4. Information Only – Emergency Custody Order/Temporary Detention Order
  5. Information Only – December Waitlist
  6. Approved – Licensing Reports
  7. Information Only – Information Technology/Electronic Health Record Update
  8. Information Only – Data Highlights Report
  9. Information Only – Legislative Update

RECOMMENDED: FINANCE COMMITTEE January 9, 2024 **Zurasky**

* 1. Information Only –Summary of Cash Investments
  2. Information Only –Summary of Investment Portfolio
  3. Information Only – Fee Revenue Reimbursement
  4. Information Only – Fee Revenue Reimbursement-without credits
  5. Information Only – Fee Collection YTD and Quarterly
  6. Information Only – Write-Off Report
  7. Information Only – Health Insurance Account
  8. Information Only – OPEB
  9. Information Only – Payroll Statistics
  10. Follow Up Board – Financial Summary **(no quorum)**

RECOMMENDED: PERSONNEL COMMITTEE January 9, 2024 **Boerner for Gayle**

* 1. Information Only –Summary – Retention Report – December 2023
  2. Information Only –Summary – December 2023 EEO Report and Recruitment Update
  3. Information Only – Open Positions Report

ACTION TAKEN: The Board approved the consent agenda with the exception of B.10 Financial Summary.

Moved by: Mr. Kenneth Lapin  
 Seconded by: Ms. Carol Walker

ACTION TAKEN: The Board approved the Financial Summary.

Moved by: Mr. Mr. Zurasky  
 Seconded by: Ms. Claire Curcio

1. REPORT OF THE DIRECTORS AND COORDINATORS
2. **Clinical Services** – nothing more to add
3. **Human Resources**- nothing more to add
4. **Compliance**- not present
5. **Public Information**- passed out handout
   1. **Prevention** – Ms. Wagaman shared that they are in full swing with trainings and community events are gearing up. One of the biggest events is Youth First on February 16th, approximately 300+ schools, staff, counselors, nonprofits, and the RACSB is a sponsor and will have a table. Ms. Wagaman informed the board of the third meeting for the Suicide Prevention Coalition. The group is developing their mission and vision and are working on their SWAT analysis.
6. **Community Support Services** – nothing more to add
7. **Deputy Executive Director –** Ms. Williams said this would be a combined report of the Executive Director report in Mr. Wickens absence.   
     
   She first wanted to thank everyone who attended the Board Tour today. It was great to spotlight some of the programs and staff and we appreciate all who participated.   
     
   Ms. Williams then added that there were two Bills that were not in her presentation that Joe wanted to bring the Board’s attention. They are HB1197- presented by Kent, and SB371- presented by Stuart. These two bills are identical and would move King George out of Planning District 16 into Planning District 17- which is the Middle Peninsula/Northern Neck. This would have a huge impact to our CSB and the individuals served, as well as our programs located in King George. There are questions about these bills as there is a process for moving Districts which does not include this type of legislative action. Matt Zurasky asked about how we would deal with the properties we own in King George. There was a consensus that there are many unanswered questions and being unaware of the rationale behind this decision (and bills) makes it hard to do anything just yet. Ms. Williams said as they find out more information, they will let the Board know.  
     
   Ms. Williams then announced the City Planning Manager reached out with an agreeable response for our proposal for Roxbury – that RACSB would maintain ownership if the city took over responsibility for renovating *and* we maintained the warehouse building. Ms. Williams said we moved forward with sending them a quote on the cost and they came back with a meeting request that is scheduled for next week.   
     
   Ms. Williams went onto to a request that was made at committee meetings for an update on where we are with the awarded Opioid Abatement Funding – we were awarded over $900,000 in July to support the launching of a mobile Medicated Assisted Treatment Program as well as supporting three beds for our crisis stabilization that would be able to accommodate detox.   
     
   Ms. Williams shared that there seems to be some challenges to get each of the localities to sign the Memorandum of Understanding (MoU) that is necessary for them to pull down the funding, because it is a regional project. Stafford is serving as the fiscal agent for the program. Information received from Stafford indicates there were some localities who signed the MoU and some others that their lawyer made red line changes. Ms. Williams explained that this is important because if we don’t have the MoU signed and in place by March 1st, we lose the funding.   
     
   Mr. Zurasky asked if we know what the redlines are. Ms. Williams said no, the agency has not had the opportunity to view the redlines. It would be helpful to know if they are impactful redlines or not according to Mr. Zurasky.   
     
   Ms. Williams then called on Ms. Wagaman who had a recent update on the status of the redlined memorandums. Ms. Wagaman said that the Stafford County Administrator spoke with the Spotsylvania County Administrator. The Spotsylvania County Attorney sent their edits/redlines to all the other four localities- and the localities are now reviewing them. It appears some progress is being made.
8. BOARD TIME
9. Ms. White, thank you Brandie, good presentation, thank you for the information.
10. Ms. Gayle, thank you all.
11. Mr. Parcell, thank you Brandie, great presentation, thank you to all the Board members for your engagement. Thanks to all.
12. Ms. Curcio, thanks everybody.
13. Ms. Walker, God bless you all- you have your work cut out for you.
14. Ms. Boerner, thanks to everybody.
15. Ms. Beebe, thank you.
16. Mr. Zurasky, shared that he was on the board tour today, he hadn’t been on the city tour in quite a while. He was happy to see all of the changes/improvements at Kenmore Club and Liberty Street. Thank you to everyone who made it possible.
17. Mr. Lapin, shared that he also was on the board tour today and was quite impressed. He congratulated both Amy’s for hosting us and putting things together. The dedication and commitment you see in every one of these places is awesome.
18. Mr. Sokolowski thanked everyone and said every time he comes to these meetings, he learns more and more about what has to be done and what everyone does- it astounds him and he thanks everyone.
19. Mr. Kiger, thanked everyone for the board tour, he also attended and said he found it very helpful and inspiring.

ADJOURNMENT

The meeting adjourned at 6:26 PM.

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Board of Directors Chair Executive Director