

MOUNT ROGERS COMMUNITY SERVICES

January 24, 2022

Minutes

The Mount Rogers Community Services Board of Directors met on Monday, January 24, 2022, at 1:00 p.m. at the E. W. Cline, Jr. Building in Wytheville, Virginia, via Zoom, a teleconferencing program.

PRESENT:

Ms. Barbara Bartnik
Ms. Kathy Cole
Ms. Mary Coulson
Ms. Susie Dixon Garner
Mr. Gerald Goad
Ms. Joanne Groseclose
Ms. Kathy Havens
Ms. Angeline Lloyd
Ms. Susan Sneed
Ms. Sandy Worrell

MEMBERS ABSENT:

Mr. Joel Hash
Ms. Susie Jennings
Mr. Kris Ratliff
Mr. Jamie Smith

STAFF PRESENT:

Ms. Patty Belcher
Ms. Sandy Bryant
Ms. Kathy Cressel
Ms. Samantha Crockett
Mr. Bob Gordon
Ms. Wendy Gullion
Ms. Lakesha Mayes
Mr. Bobby Milgani
Mr. Logan Nester
Ms. Rita Viars

OTHERS:

Ms. Susan Chapman – Zoom
Mr. Jordan Owens – Zoom

I. CALL TO ORDER

Ms. Mary Coulson, Chairperson, called the meeting to order.

II. MOMENT OF SILENCE

Ms. Coulson offered a moment of silence for the reflection of thoughts for others.

III. BOARD AND STAFF RECOGNITIONS

Ms. Kathy Cressel reported a letter of notification has been received from the Wythe County Board of Supervisors for the reappointment of Ms. Barbara Bartnik to the Board of Directors. Reappointments for Ms. Mary Coulson, representative for Carroll County, and Ms. Joanne Groseclose, representative for Smyth County, are anticipated soon.

Ms. Kathy Cressel referred Board Members to the Clinical and Case Management Services Report for the names of staff who recently became Licensed Professional Counselors and a Licensed Clinical Social Worker.

IV. APPROVAL OF November 22, 2021 MINUTES

The November 22, 2021 minutes were approved as presented on the motion of Ms. Susan Sneed and seconded by Ms. Barbara Bartnik. The motion passed unanimously.

V. ACCEPTANCE OF DONATIONS

Ms. Kathy Cressel, Director of Executive Office Operations, announced that the Agency had received several donations since the last Board meeting, including:

- Medical equipment and supplies for the Developmental Disability Residential Services Program valued at \$2,700 and personal hygiene items valued at \$269.00 – Kayla Fisher
- Anonymous donation for the PACT Program to purchase Christmas gifts for individuals – \$1,500
- Equipment, supplies, and personal items to the Developmental Disability Residential Services Program valued at \$4,326.33 – Randall Hobbs
- Max Meadows Ruritan Club to purchase Christmas gifts and food for the Youth and Family Services Program – \$2,000
- Wytheville Moose Lodge to purchase Christmas gifts for the Youth and Family Services Program – \$1,000
- Wytheville Ruritan Club to purchase Christmas gifts for the Youth & Family Services Program – \$500.00

MOTION: Ms. Joanne Groseclose moved that the Board accept the donations as presented.

The motion, seconded by Ms. Kathy Havens, passed unanimously.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

A. Budget and Finance Committee Report

1. Ms. Patty Belcher presented the November 30, 2021, and December 31, 2021, financial statements for Board review.

MOTION: On behalf of the Budget and Finance Committee, Ms. Susan Sneed, Chairperson, moved that the Board accept the financial statements for November 30, 2021, and December 31, 2021, as presented.

The motion passed unanimously.

2. Ms. Belcher introduced Ms. Susan Chapman, Director, with Brown Edwards and Company, LLC, who presented an overview of the Fiscal Year 2021 Financial Audit Report. No financial statement findings or significant deficiencies, or material weaknesses were noted.
3. Mr. Jordan Owens, Manager, with Brown Edwards and Company, LLC, financial auditor, presented the management letter outlining comments on internal controls and suggestions.

MOTION: On behalf of the Budget and Finance Committee, Ms. Susan Sneed, Chairperson, moved that the Board accept the report as presented.

The motion passed unanimously.

4. Ms. Belcher presented the FY 2022-2023 Local Budget Match Request proposals that will be submitted to each locality for the upcoming fiscal year. The recommendation includes a request for a 10% match as required by the Department of Behavioral Health and Developmental Services.

MOTION: On behalf of the Budget and Finance Committee, Ms. Susan Sneed, Chairperson, moved that the Board accept the FY 2022-2023 Local Budget Match Request information as presented.

The motion passed unanimously.

5. Ms. Belcher presented information relative to the First Bank and Trust loan commitment letter for the purchase of the Vaughan property in Twin County and for Board approval to set aside general cash surplus funds to acquire a 2% interest rate for the collateral loan.

MOTION: On behalf of the Budget and Finance Committee, Ms. Susan Sneed, Chairperson, moved that the Board accept the set-aside funds for the collateral loan, as requested.

The motion passed unanimously.

6. Ms. Belcher announced that the agency has been awarded funding through the Health Resources and Services Administration (HRSA) in the amount of \$754,792.48 provided in the American Rescue Plan Act, including provider relief funding of \$100,999 for health care providers affected by the COVID-19 pandemic.
7. Ms. Belcher presented a notification from the Department of Behavioral Health and Developmental Services awarding the Agency grant funding for the American Recovery Act Plan (ARPA) in the amount of \$25,000 to be used for individuals with substance use disorders.
8. Ms. Belcher announced the Agency has been awarded \$50,000 from the Department of Behavioral Health and Developmental Services for the Nursing Home Partnership to provide a State Hospital Nursing Home Discharge Specialist position in the Twin County area.
9. Ms. Belcher reported that the Agency has been awarded \$12,500 for Trauma Sensitive Schools Conference from the Department of Behavioral Health and Developmental Services to provide education to youth and their families.
10. Ms. Belcher conducted the Annual Fiduciary Refresher Training for Board Members as required by the Agency Performance Contract.

B. Executive Committee Report

Ms. Susan Sneed deferred the Executive Committee Report for review in the Executive Session.

C. 2022 Board Meeting Schedule

Ms. Kathy Cressel presented the 2022 Board Meeting Schedule for review and Board approval.

MOTION: Ms. Kathy Cole moved to accept the 2022 Board Meeting Schedule for the 4th Monday of each month, including to dispense with the May and December meetings due to the respective holidays, as presented.

The motion, seconded by Ms. Kathy Cole, passed unanimously.

D. Chief Executive Officer's Report

1. Ms. Sandy Bryant commented that the Advisory Council is wearing cancer awareness pins to support a team member recovering from cancer.
2. Ms. Bryant shared information relative to Governor Glen Youngkin's appointments, including John Littel, Secretary of Health and Human Resources, and Nelson Smith, Commissioner of the Department of Behavioral

Health and Developmental Services, and the priorities of each appointment pertaining to mental health.

3. Ms. Bryant and Mr. Logan Nester plan to attend legislative meetings that will be held January 25 – 26, 2022 in Richmond, including visits scheduled with several senators and delegates.
4. The new PATH Crisis Stabilization Unit located in Max Meadows has a tentative groundbreaking date scheduled for February 16, 2022. An invitation to attend the groundbreaking event will be sent to Board Members soon.

E. Nominating Committee Report for Election of Officers - 2022

Ms. Kathy Cressel reviewed the recommendations for the election of officers for FY2022 as presented by the Nominating Committee at the November 22, 2021 Board meeting. The slate of officers was presented as follows:

Ms. Mary Coulson – Chairperson
Ms. Joanne Groseclose – Vice Chairperson
Ms. Kathy Havens – Secretary
Ms. Susan Sneed – Treasurer

MOTION: As recommended by the Nominating Committee, the motion passed unanimously.

VIII. INFORMATIONAL ITEMS

- Program and Administrative Monthly Report

None

IX. EXECUTIVE SESSION

MOTION: Ms. Susan Sneed moved that the Mount Rogers Community Services Board convene a closed meeting under the Virginia Freedom of Information Act in order to discuss a personnel matter for the purpose of evaluating the job performance of the Chief Executive Officer under Virginia Code Section 2.2-3711(A)(1).

The motion, seconded by Ms. Kathy Havens, passed unanimously.

MOTION: Ms. Susie Dixon Garner moved to go into public session.

The motion, seconded by Ms. Kathy Havens, passed unanimously.

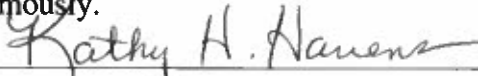
After reconvening, each Board member certified that to the best of each member's knowledge, only public business matters lawfully exempt from statutory open meeting requirements and only public business matters identified in the motion to convene the Executive Session were discussed in the Executive Session.

MOTION: Based on the discussion in Executive Session, Ms. Susie Dixon Garner moved to approve the performance evaluation of the Chief Executive Officer as presented.

The motion, seconded by Ms. Barbara Bartnik, passed unanimously.

X. ADJOURNMENT

There being no further business, the meeting was adjourned by Ms. Mary Coulson which passed unanimously.



Ms. Kathy Havens, Secretary