

MOUNT ROGERS COMMUNITY SERVICES

September 27, 2021

Minutes

The Mount Rogers Community Services Board of Directors met on Monday, September 27, 2021, at 1:00 p.m. at the E. W. Cline, Jr. Building in Wytheville, Virginia, including attendance via telephone conference call and Zoom meeting, a teleconferencing program.

PRESENT:

Ms. Barbara Bartnik  
Ms. Kathy Cole  
Ms. Mary Coulson  
Mr. Gerald Goad - Zoom  
Ms. Joanne Groseclose  
Ms. Kathy Havens  
Ms. Susie Jennings  
Ms. Angeline Lloyd  
Mr. Kris Ratliff - Zoom  
Ms. Sandy Worrell – Zoom

MEMBERS ABSENT:

Ms. Susie Dixon Garner  
Mr. Joel Hash  
Mr. Thomas Revels  
Mr. Jamie Smith  
Ms. Susan Sneed

STAFF PRESENT:

Ms. Patty Belcher  
Ms. Sandy Bryant  
Ms. Kathy Cressel  
Ms. Samantha Crockett – Zoom  
Ms. Carolyn Dankowski – Zoom  
Ms. Laura Davis – Zoom  
Mr. Bob Gordon - Zoom  
Ms. Wendy Gullion – Zoom  
Ms. Joan Harmon  
Ms. Lakesha Mayes – Zoom  
Mr. Bobby Milgani – Zoom  
Mr. Logan Nester – Zoom  
Ms. Kim Taylor – Zoom  
Ms. Rita Viars – Zoom

OTHERS:

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. STAFF RECOGNITION

None

IV. APPROVAL OF August 23, 2021 MINUTES

The August 23, 2021 minutes were approved as presented on the motion of Ms. Kathy Cole and seconded by Ms. Susie Jennings. The motion passed unanimously.

V. ACCEPTANCE OF DONATIONS

Ms. Kathy Cressel, Director of Executive Office Operations, announced the Agency has received several donations that will be used for door prize drawings, including:

- Glitz and Glam - \$25.00 gift certificate
- Beagle Ridge Herb Farm - \$36.96 gift basket
- Barbara Bartnik – \$100.00 for two canvas photos valued at \$50 each
- Administrative Office - \$34.50 for personal hygiene products provided to individuals served

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

The motion, seconded by Ms. Susie Jennings, passed unanimously.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

On behalf of the Budget and Finance Committee, Ms. Susie Jennings, Acting Chairperson, reported that due to the lack of a quorum at the Committee meeting, no vote was taken; therefore, the Budget and Finance Committee Report was presented to the Board for review and approval.

A. Budget and Finance Committee Report

1. Ms. Patty Belcher presented the August 31, 2021 financial statement for Board review.

MOTION: Ms. Kathy Havens moved that the Board accept the financial statement for August 31, 2021, as presented.

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

2. Ms. Belcher announced that the Agency has received \$304,200 in DAP funding from the Department of Behavioral Health and Developmental Services to support our Regional State Hospital ALF Discharge Specialist and beds at the assisted living facility which is part of the Valley Nursing Home Pilot Program.
3. Ms. Belcher announced the Agency has been awarded federal grant funding for \$5M from the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, to be used to help and restore clinical services that were impacted by the COVID-19 pandemic. The project will be over a two-year period starting September 30, 2021.
4. Ms. Belcher presented the 2021 End of the Fiscal Year Performance Contract Report for review.

MOTION: Ms. Jennings moved that the Board accept the 2021 End of the Fiscal Year Performance Contract as presented.

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

#### B. Policy Planning and Evaluation Committee Report – Board Bylaws

Ms. Kathy Havens, Chairperson, reported that the Mount Rogers Community Services Board Bylaws were reviewed in the Policy Planning and Evaluation Committee meeting. Ms. Kathy Cressel presented the updates that reflect updating language regarding electronic meeting participation; adding language to reflect the current practice of Board member orientation and annual training; updating the role of the Executive Committee to include overseeing the recruitment and annual evaluation process of the Chief Executive Officer; clarifying the role of the Personnel Policy Committee; and updating titles and date changes. In compliance with at least a two-week review period, the bylaws will be presented for approval under Old Business at the October 25, 2021 meeting.

#### C. Chief Executive Officer's Report

Ms. Sandy Bryant presented information on the Agency's Benzodiazepine Controlled Drug Protocol.

### VIII. INFORMATIONAL ITEMS

- Program and Administrative Monthly Report –

Mr. Bob Gordon, Chief Human Resources Officer, reported that several Human Resources and Program staff recently held a successful Career Job Fair at Radford

University. The Human Resources Department continues to work with Radford University and Virginia Tech on college recruitment for agency employment.

- IDC Outcome Measurements

Ms. Joan Harmon, IDC Director of Employment and Day Support Services, presented information on the IDC Outcome Measurements and Accessibility Plan for fiscal year 2021.

IX. EXECUTIVE SESSION

Ms. Susie Jennings moved that the Mount Rogers Community Services Board convene a closed meeting under the Virginia Freedom of Information Act in order to discuss the acquisition of real property, located in Smyth County and the City of Galax, Virginia under Virginia Code Section 2.2-3711(A)(3).

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

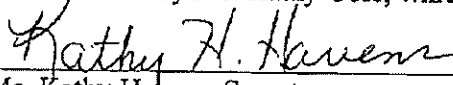
MOTION: Ms. Joanne Groseclose moved to reconvene into public session.

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.

X. ADJOURNMENT

There being no further business, the meeting was adjourned by a motion by Ms. Joann Groseclose, and seconded by Ms. Kathy Cole, which passed unanimously.

  
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Ms. Kathy Havens, Secretary