

MOUNT ROGERS COMMUNITY SERVICES

January 22, 2024

Minutes

The Mount Rogers Community Services Board of Directors met in-person on Monday, January 22, 2024, at 1:00 p.m. at the E. W. Cline, Jr., Building in Wytheville, Virginia, including attendance via Zoom meeting, a teleconferencing program.

PRESENT:

Ms. Barbara Bartnik  
Ms. Kathy Cole - Zoom  
Ms. Mary Coulson  
Ms. Michelle DeBord  
Mr. Gerald Goad  
Ms. Joanne Groseclose  
Ms. Kathy Havens  
Mr. Kris Ratliff  
Ms. Betsy Shearin  
Ms. Jo Viars  
Ms. Sandy Worrell

MEMBERS ABSENT:

Ms. Susie Dixon Garner  
Ms. Susan Sneed

STAFF PRESENT:

Ms. Patty Belcher  
Ms. Sandy Bryant  
Ms. Kathy Cressel  
Ms. Samantha Crockett  
Ms. Laura Davis – Zoom  
Ms. Kayla Fisher  
Mr. Bob Gordon  
Ms. Wendy Gullion – Zoom  
Ms. KJ Holbrook – Zoom  
Ms. Lakesha Mayes - Zoom  
Mr. Bobby Miglani – Zoom  
Mr. Richie Pack – Zoom  
Ms. Rita Viars

OTHERS:

## I. CALL TO ORDER

Ms. Joanne Groseclose, Chairperson, called the meeting to order.

## II. MOMENT OF SILENCE

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

## III. APPROVAL OF November 27, 2023, MINUTES

The November 27, 2023, minutes were approved as presented on the motion of Ms. Mary Coulson and seconded by Ms. Kathy Havens. The motion passed unanimously.

## IV. ACCEPTANCE OF DONATIONS

Ms. Kayla Fisher, Director of Executive Operations, announced the Agency had received numerous donations for December 2023 totaling \$16,172.55 and January 2024 totaling \$13,030 since the last Board meeting. The grand total in donations was \$29,202.55, including:

### December 2023:

- Patsy Rollins – \$500 for Peer Houses – Group Homes – Wreaths and Center Pieces.
- Wytheville Ruritan Club - \$500 cash for Youth Services Program.
- Max Meadows Ruritan Club - \$1,000 cash for Youth Services Program.
- Art League of Marion - \$300 cash for Creating Connections for meals.
- Emory & Henry School of Health Sciences - \$450 cash for EHC CHATS Program for meals.
- Eclipse Sound - \$250 for EHC CHATS Program for sound for Karaoke
- Jennifer Johnson - \$20 cash for EHC CHATS Program for supplies.
- Wendy Gullion - \$60 for One Day at a Time Resource Boxes for supplies; \$100 for the Wythe Crisis Care Center for food; and \$334.33 for the DD Group Homes for supplies.
- Healing Hands Health Center - \$400 for One Day at a Time Resource Boxes for toothbrush kits.
- Hungry Mother State Park - \$575 for Wellness in Nature Forest Friday event rental.
- J. A. Street & Associates - \$50 for Wythe Crisis Care for a meat and cheese tray.
- Wytheville About Face - \$5,250 for Employment Support Services lunch bags.
- Sandra Copenhaver - \$100 cash for the Angel Tree.
- First United Methodist Church - \$250 cash for One Day at a Time Resource Boxes for supplies.
  - Ebenezer Lutheran Church \$50 cash for One Day at a Time Resource Boxes for supplies.

- Ammi's Barber Shop - \$60 for One Day at a Time Resource Boxes for supplies.
- Virginia Rural Health Association - \$2,250 cash for Creating Connections for meals, space rental, and supplies.
- Gatorade - \$300 cash for Employment Support Services for meals.
- Pascor Atlantic Corporation \$1,078.22 for Employment Support Services for fruit baskets and candy.
- Barbara Bartnik - \$25 for the Crisis Care Center for personal hygiene items.
- KJ Holbrook - \$145 for the ACT Program for supplies and meal.
- Vendors With a Cause - \$2,125 cash for the Youth and Family Services Program.

January 2024:

- Patricia McClane - \$10,000 cash for the Pine View Apartments Project.
- Medical Solutions, LLC - \$30 for The Lighthouse Program for candy and nut assortment.
- William Huber - \$200 cash for One Day at a Time Resource Boxes for supplies.
- Joe W. and Frankie Mae Street Foundation - \$1,000 cash for the USDA Match for the Peer Center.
- Art League of Marion - \$300 cash for Creating Connections for meals.
- Ammi Fields - \$50 cash for Creating Connections Holiday for meals.
- Daralene Routh - \$40 cash for Creating Connections Holiday for meals and supplies.
- T & S Auto Service - \$100 cash for USDA Match for the Peer Center.
- Virginia Rural Health Association - \$750 for Creating Connections for meals, space rental, and supplies.
- First United Methodist Church - \$250 cash for One Day at a Time Resource Boxes for supplies.
- Ebenezer Lutheran Church - \$50 cash for One Day at a Time Resource Boxes for supplies.
- Ammi's Barber Shop - \$60 for One Day at a Time Resource Boxes for supplies.
- Grayson Free Market – Dishes valued at \$200 for the Grayson House.

MOTION: Ms. Sandy Worrell moved that the Board accept the donations as presented.

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

## V. OLD BUSINESS

None

## VI. NEW BUSINESS

### A. Budget and Finance Committee Report

1. Ms. Patty Belcher presented the November 30, 2023, and the December 31, 2023, financial statements for Board review.

MOTION: On behalf of the Budget and Finance Committee, Ms. Joanne Groseclose, Acting Chairperson, moved that the Board accept the financial statements for the periods ending November 30, 2023, and December 31, 2023, as presented.

The motion passed unanimously.

2. Ms. Belcher noted the FY2025 Local Budget Match Request proposal letters for each locality, which includes a request for a 10% match as required by the Department of Behavioral Health and Developmental Services, are pending. However, the FY2025 Local Budget Match Request proposal letters will be presented at a Special Called Board Meeting scheduled January 29, 2024, via zoom for Board review and approval.
3. Ms. Belcher presented numerous notifications from the Department of Behavioral Health and Developmental Services awarding the Agency additional funding, including:
  - Ongoing baseline funding for \$122,361 for STEP-VA Outpatient, Primary Care Screening, and Same Day Access Services for individuals.
  - Funding in the amount of \$48,477.30 to support the CSB's workforce by providing a 10% increase in the block grant allocations as it relates to the CSB's FY24 Ongoing Baseline funding.
  - An amendment to the FY24 Performance Measures for the Problem Gambling Prevention Services for funding in the amount of \$5,726 for Ethics Training and to support cost to plan and host a conference on Problem Gambling Treatment, Prevention, and Recovery.
4. Ms. Belcher conducted the Annual Fiduciary Refresher Training for Board Members as required by the Agency Performance Contract.
5. Ms. Belcher commented that the Conflict of Interest Disclosure Statement requires the signature of each Board Member and return to Ms. Kayla Fisher by February 1, 2024.

B. Executive Committee Report

On behalf of the Executive Committee Report, Ms. Joanne Groseclose, Chairperson, deferred the Executive Committee Report for review in the Executive Session.

C. 2024 Board Meeting Schedule

Ms. Kayla Fisher presented the 2024 Board Meeting Schedule for review and Board approval.

MOTION: Ms. Kathy Havens moved to accept the 2024 Board Meeting Schedule for the 4<sup>th</sup> 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. Mary Coulson, passed unanimously.

D. Chief Executive Officer's Report

Ms. Sandy Bryant shared information from the recently held Virginia Association of Community Service Board Conference (VACSB) and meetings held with several Virginia Senators and Delegates relative to CSB Workforce Development Package, Substance Use Disorder Services, legislative process, and the Agency's opposition to two Senate Bills: SB-34 – Emergency Room Pre-Screen and SB-176 – Neuro Cog TDO.

E. Nominating Committee Report/Election of Officers – 2024

Ms. Jo Viars reviewed the recommendations for the election of officers for FY2024. The slate of officers was presented as follows:

Ms. Joanne Groseclose – Chairperson  
Ms. Kathy Havens – Vice Chairperson  
Mr. Gerald Goad – Secretary  
Ms. Susie Dixon Garner – Treasurer  
Ms. Barbara Bartnik – Member at Large

MOTION: Ms. Jo Viars moved to accept the slate of officers as presented.

The motion passed unanimously.

## VII. INFORMATIONAL ITEMS

- Program and Administrative Monthly Reports

None.

- Program – Outcomes Update – Samantha Crockett

Ms. Samantha Crockett, Director of Behavioral Health Prevention and Wellness, presented an overview of the Prevention and Wellness Services and measurable outcomes, including Veteran Support Service, Cessation Services, Connecting Humans and Telling Stories (CHATS) Program, Mental Health Awareness Training, Check In and Chat Program, Trauma Informed Recovery Spaces Program, Wellness in Nature Program, Supply and Harm Reduction, REVIVE Program, Community-Based Services, and Problem Gaming and Gambling Services.

## VIII. EXECUTIVE SESSION

Ms. Joanne Groseclose entertained a motion to move into closed session.

MOTION: Ms. Jo Viars moved to go into closed session.

The motion passed unanimously.

MOTION: Ms. Barbara Bartnik 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) and the acquisition of property under Code Section 2.2.3711(A) (3).

The motion, seconded by Ms. Betsy Shearin, passed unanimously.

Ms. Groseclose entertained a motion to move into public session.

MOTION: Ms. Sandy Worrell moved to reconvene in public session.

The motion, seconded by Ms. Betsy Shearin, 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.

1. Contract Renewal – Chief Executive Officer

MOTION: Ms. Mary Coulson moved to accept the recommended change to the contractual agreement of the Chief Executive Officer as discussed, effective January 28, 2024.

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

2. Performance Evaluation of Chief Executive Officer

MOTION: Ms. Kathy Havens moved to approve the performance evaluation of the Chief Executive Officer, including additional comments to the performance evaluation as presented.

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

IX. ADJOURNMENT

There being no further business, the meeting was adjourned on the motion of Ms. Mary Coulson, and seconded by Ms. Kathy Havens. The motion passed unanimously.



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Mr. Gerald Goad, Secretary