

MOUNT ROGERS COMMUNITY SERVICES

November 24, 2025

Minutes

The Mount Rogers Community Services Board of Directors met on Monday, November 24, 2025, at 1:00 p.m. at the E. W. Cline, Jr., Building in Wytheville, Virginia, including available attendance via Zoom meeting, a teleconferencing program.

PRESENT:

Ms. Susan Clark
Ms. Kathy Cole
Ms. Michelle DeBord
Ms. Susie Dixon Garner
Ms. Joanne Groseclose
Ms. Kathy Havens
Ms. Kristyna Lathem
Ms. Christin Long
Ms. Betsy Shearin
Ms. Jo Viars
Ms. Sandy Worrell
Ms. Rebecca Taylor

MEMBERS ABSENT:

Mr. Patton Graham
Mr. Kris Ratliff

STAFF PRESENT:

Ms. Patty Belcher
Ms. Sandy Bryant
Mr. Shaun Charles
Ms. Kathy Cressel
Ms. Samantha Crockett
Ms. Laura Davis
Ms. Kayla Fisher
Ms. Wendy Gullion
Ms. KJ Holbrook
Ms. Lakesha Mayes
Dr. Bobby Miglani - Teams
Mr. Mark Morin
Mr. Richie Pack
Mr. Duncan Sandoz
Ms. Dedra Helbert
Ms. Tracy Robinson
Ms. Sherry Blackburn
Ms. Angie Foran
Ms. Laura Beth Morgan
Ms. Lorrie Tolley
Ms. Beth Johnson
Ms. Bonnie Wright Asbury

OTHERS:

I. CALL TO ORDER

Ms. Susie Dixon Garner, Chairperson, called the meeting to order.

II. MOMENT OF SILENCE

Ms. Dixon Garner offered a moment of silence in recognition of the decisions made during the meeting and the people whose lives are affected by the decisions and to keep the family and co-workers of Officer Hall at River North Correction facility in our thoughts.

III. CITIZEN'S TIME

None.

IV. ACCEPTANCE OF October 24, 2025 MINUTES

The minutes of October 24, 2025, were approved as presented on the motion of Ms. Susan Clark and seconded by Ms. Kristyna Lathem. The motion passed unanimously.

V. ACCEPTANCE OF DONATIONS

Ms. Kayla Fisher, Director of Executive Office Operations, announced the agency had received various donations for October for \$1,970, including:

Ebenezer Lutheran Church - \$50 – One Day at A Time Resource Boxes
Ammi's Barber Shop - \$150 – One Day at A Time Resource Boxes
First United Methodist Church - \$250 – One Day at A Time Resource Boxes
Shirley Lockhart - \$50 – Creating Connections
Salley Moorner - \$50 – Creating Connections
Appalachian Spirit Gallery - \$250 – Creating Connections
Tom Hower - \$250 – Creating Connections
Macado's - \$30 – Creating Connections
Glenn Moorner - \$350 – Creating Connections
Wooden Pickle - \$40 – Creating Connections
Andy Rhudy - \$500 – ID/DD Program

MOTION: Ms. Susan Clark moved that the Board accept the donations for October 2025, as presented.

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

VI. RETIREMENT RECOGNITION

- A. Ms. Patty Belcher announced Ms. Bonnie Wright Asbury, Payroll and Special Funds Accountant retirement after 8 years.
- B. Ms. Wendy Gullion and Ms. Laura Beth Morgan announced Ms. Beth Johnson, Residential Supervisor retirement after 28 years.
- C. Ms. Sandy Bryant presented Ms. Kathy Cole, board member, with a board pin. Ms. Cole's second three-year term expires December 31, 2025 and she is not seeking reappointment.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

A. Budget and Finance Committee Report

- 1. Ms. Patty Belcher presented the financial statement for October 2025, for Board review and approval.

MOTION: On behalf of the Budget and Finance Committee, Ms. Jo Viars, Chairperson, moved that the Board accept the financial statement for October 2025, as presented.

The motion passed unanimously.

- 2. Ms. Patty Belcher presented a proposal for an Employee Bonus. MRCS was awarded a \$200,000 Workforce Grant. In October DSP and Peer staff received a \$500 bonus. The proposal would utilize remaining Workforce Grant funds and an additional \$30,000 from MRCS to give all full-time staff a \$200 net bonus.

MOTION: On behalf of the Budget and Finance Committee, Ms. Jo Viars, Chairperson, moved that the Board approve the proposed bonus based on present budget figures.

The motion passed unanimously.

B. Personnel Committee Report

Ms. Dedra Helbert presented changes to the Employee Class and Compensation Program which included title changes and updates to the licenses/certifications in which the agency would approve for a salary increase.

MOTION: On behalf of the Personnel Committee, Ms. Kathy Havens, Chairperson, moved that the Board approve the proposed changes to the Employee Class and Compensation Program.

The motion passed unanimously.

C. Policy Planning and Evaluation Committee Report

Ms. Sandy Worrell presented that the committee reviewed the following policies

- Medication Policy
- Information Technology Policy
- Policy Development Policy
- ESS Accessibility Policy
- ESS Health and Safety Policy
- Records Management Policy
- Risk Management Policy
- Exposure Control Policy
- Accident and Serious Incident Reporting Policy

All policies review had updated review dates and the ESS policy reflected the change from IDC to ESS.

MOTION: On behalf of the Policy Planning and Evaluation Committee, Ms. Sandy Worrell, Chairperson, moved that the Board approve the proposed changes the policies.

The motion passed unanimously.

D. Nomination Committee – 2026 Board Officer Nominations

Ms. Joanne Groseclose presented the following suggested nominations for the 2026 Board Officers

- Chairperson – Ms. Susie Dixon Garner
- Vice Chairperson – Ms. Jo Viars
- Treasurer – Ms. Kristyna Lathem
- Secretary – Ms. Betsy Shearin
- Member at Large – Ms. Sandy Worrell
- Ex Officio Past Chair – Ms. Joanne Groseclose

MOTION: Ms. Kathy Cole moved that the Board accept the nominations for 2026 Board Officers, as presented.

The motion, seconded by Ms. Susan Clark, passed unanimously.

E. Chief Executive Officer Report – Creating Connections Video – Samantha Crockett/Lakesha Mayes

- a. Ms. Lakesha Mayes and Ms. Samantha Crockett presented a video that they had put together to showcase Creating Connections.

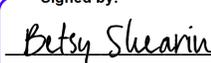
IX. INFORMATIONAL ITEMS

- Program and Administrative Monthly Reports

Ms. Tracy Robinson, Director of the Regional Geriatric Team presented an overview of the Geriatric Program. Ms. Angie Foran, Regional Geriatric Specialist, discussed the training that she provides for free to the community and businesses and how the Positive Approach to Care is beneficial for the geriatric population due to their vision and cognitive changes. The geriatric team set up their dementia training in an adjacent meeting room for board members to experience if they wish.

X. ADJOURNMENT

There being no further business, the meeting adjourned on the motion of Ms. Susan Clark and seconded by Ms. Jo Viars, which passed unanimously.

Signed by:


Ms. Betsy Shearin, Secretary