

MOUNT ROGERS COMMUNITY SERVICES

September 22, 2025

Minutes

The Mount Rogers Community Services Board of Directors met on Monday, September 22, 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. Michelle DeBord  
Ms. Susie Dixon Garner  
Mr. Patton Graham  
Ms. Joanne Groseclose  
Ms. Kathy Havens  
Ms. Kristyna Lathem  
Ms. Christin Long  
Ms. Chris Ratliff  
Ms. Rebecca Taylor  
Ms. Jo Viars

MEMBERS ABSENT:

Mr. Kathy Cole  
Ms. Betsy Shearin  
Ms. Sandy Worrell

STAFF PRESENT:

Ms. Christin Artrip  
Ms. Patty Belcher  
Ms. Sandy Bryant  
Mr. Shaun Charles  
Mr. Chris Cook  
Ms. Samantha Crockett  
Ms. Laura Davis  
Ms. Kayla Fisher  
Ms. Wendy Gullion  
Ms. Joan Harmon  
Mr. Curtis Hawkins  
Ms. Mollie Hawkins  
Ms. KJ Holbrook  
Dr. Bobby Miglani - Zoom  
Mr. Mark Morin  
Mr. Richie Pack  
Ms. Rita Viars

OTHERS:

Ms. Barbara Bartnik  
Mr. Ross Broudy  
Ms. Elizabeth Heddleston  
Mr. Justin Lugar  
Mr. Steve Mulvaney

I. CALL TO ORDER

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

Ms. Dixon Garner introduced Ms. Rebecca Taylor, the new Board member representing Carroll County.

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.

III. CITIZEN'S TIME

None.

IV. CLOSED SESSION – VA CODE SECTION 2,2,3711(8)

Ms. Susie Dixon Garner entertained a motion to move into closed session.

MOTION: Ms. Joanne Groseclose moved that the Mount Rogers Community Services Board convene a closed session of the Board of Directors of Mount Rogers Community Services Board for the purpose of (i) consultation with legal counsel regarding specific legal matters relating to a cyber incident that occurred in April of 2025, which discussion is exempt from open meeting requirements under Virginia Code § 2.2-3711(A)(8); and (ii) consultation with legal counsel regarding specific legal matters involving a subpoena for information related to Mount Rogers' Therapeutic Day Treatment Program, which discussion is exempt from open meeting requirements under Virginia Code § 2.2-3711(A)(8).

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

The Board reconvened in public session.

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: Ms. Joanne Groseclose made a motion to invite the CIO, CEO, and CQIO into the closed session.

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

MOTION: Ms. Joanne Groseclose moved that the Mount Rogers Community Services Board convene a closed session of the Board of Directors of Mount Rogers Community Services Board

for the purpose of (i) consultation with legal counsel regarding specific legal matters relating to a cyber incident that occurred in April of 2025, which discussion is exempt from open meeting requirements under Virginia Code § 2.2-3711(A)(8); and (ii) consultation with legal counsel regarding specific legal matters involving a subpoena for information related to Mount Rogers' Therapeutic Day Treatment Program, which discussion is exempt from open meeting requirements under Virginia Code § 2.2-3711(A)(8).

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

The Board reconvened in public session.

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.

Ms. Dixon Garner, Chairperson, stated no motion was needed as a result of the discussion in closed session.

V. ACCEPTANCE OF August 25, 2025 MINUTES

The minutes of August 25, 2025, were approved as presented on the motion of Ms. Rebecca Taylor and seconded by Ms. Kristyna Latham. The motion passed unanimously.

VI. ACCEPTANCE OF DONATIONS

Ms. Kayla Fisher, Director of Executive Office Operations, announced the Agency had received various donations for July in the amount of \$2,975 and \$13,466 for the month of August for a grand total of \$16,441.00 in donations including:

(July)

- State Farm - \$100 towards Special Olympics.
- Chris Dorton - \$125 towards Special Olympics.
- AA Environmental - \$500 towards Special Olympics.
- First United Methodist Church \$250 for One Day at a Time Resource Boxes for supplies.
- Ebenezer Lutheran Church - \$50 for One Day at a Time Resource Boxes for supplies.
- Ammi's Barber Shop - \$150 for One Day at a Time Resource Boxes for supplies.
- Virginia Rural Health Association - \$350 cash for Creating Connections Program.
- Art League of Marion - \$200 for C3 Recovery for meals.
- Shirley Lockhart - \$50 for Creating Connections Program for meals.

- Sally Moorer - \$50 for Creating Connections Program for meals.
- Highlands Fellowship - \$250 for E&H CHATS for meals.
- Jennifer Johnson - \$50 for E&H CHATS for meals.
- Kayla Fisher - \$100 for Permanent Supportive Housing for a TV stand and microwave.
- Longwood/Wabtec - \$750 towards the Galax Golf Tournament – Peer Center Project for a hole and team sponsor.

(August)

- Guarantee Auto - \$150 cash towards the Galax Golf Tournament – Peer Center Project for hole sponsor.
- Burk IT - \$1,100 cash towards the Galax Golf Tournament – Peer Center Project for team and trophy sponsor.
- ETSU - \$150 cash towards the Galax Golf Tournament – Peer Center Project for a hole sponsor.
- Tri-Area Community Health - \$150 cash towards the Galax Golf Tournament – Peer Center Project for a hole sponsor.
- Pascor - \$600 cash towards the Galax Golf Tournament – Peer Center Project for the silent auction and scratch sponsor.
- Abingdon Olive Oil - \$100 cash towards the Galax Golf Tournament – Peer Center Project for scratch sponsor.
- WCC - \$500 cash towards the Galax Golf Tournament – Peer Center Project for a trophy sponsor.
- J. A. Street - \$750 cash towards the Galax Golf Tournament – Peer Center Project for a scoreboard sponsor.
- ASTRA - \$6,000 cash towards the Galax Golf Tournament – Peer Center Project for event, course, and snack sponsor.
- Rotenizer Carpet & Drapery - \$600 towards the Galax Golf Tournament – Peer Center Project for a team sponsor.
- Bill Tucker Utility - \$750 cash towards the Galax Golf Tournament – Peer Center Project for team and hole sponsor.
- Grayson Highlands General Store - \$150 cash towards the Galax Golf Tournament – Peer Center Project for a hole sponsor.
- Engineered Surfaces - \$600 cash words Galax Golf Tournament – Peer Center Project for a team sponsor.
- Yoder’s Buildings - In-Kind contribution of \$516 for the ESS Program for a bench.
- First United Methodist Church - \$250 In-Kind contribution for One Day at a Time Resource Boxes for supplies.
- Ebenezer Lutheran Church - \$50 In-Kind contribution for One Day at a Time Resource Boxes for supplies.
- Ammi’s Barber Shop - \$150 In-Kind contribution for One Day at a Time Resource Boxes for supplies.
- Virginia Rural Health Association - \$350 cash for Creating Connections Program.

- Art League of Marion – \$200 In-Kind contribution for C3 Recovery for meals.
- Shirley Lockhart - \$50 In-Kind contribution for Creating Connections Program for meals.
- Sally Moorer - \$50 In-Kind contribution for Creating Connections Program for meals.
- New Horizon Christian Church – \$250 In-Kind contribution toward E&H CHATS for meals.

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

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

## VII. OLD BUSINESS

### A. Board Governance Survey

Ms. Kayla Fisher, Director of Executive Office Operations, announced the survey link has been sent to each Board member who prefer to complete the survey electronically and for those who did not receive a paper copy of the survey at the last Board meeting. The surveys are due September 30, 2025.

## VIII. NEW BUSINESS

### A. Budget and Finance Committee

Ms. Patty Belcher presented the financial statement for August 31, 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 August 31, 2025 as presented.

The motion passed unanimously.

### B. Performance Measures Update

Ms. Belcher commented that the Department of Behavioral Health and Developmental Services have not sent out new performance measures. We will share those as soon as they have been received.

### C. Policy, Planning and Evaluation Committee Report

Ms. Belcher presented two updated policies for review and approval, including Travel Policy 1.2.01 and Overall Financial Management Policy 1.2.00. Revisions to the two policies included date changes.

Ms. Belcher commented that the Travel Procedures will be revised and presented to the Advisory Council for approval, including the per diem rate for meals to help with the increase in food prices. The Agency follows the federal reimbursement travel rate which is \$.70 per mile for 2025. The rate for meals will be moved from \$8 for breakfast to \$12; lunch \$10 to \$15, and dinner from \$22 to \$30. These amounts include tax and tip.

MOTION: On behalf of the Budget and Finance Committee, Ms. Jo Viars moved that the Board approve the updated policies as presented.

The motion passed unanimously.

#### D. CCBHC Committee Report

Ms. Laura Davis, Chief Continuous Quality Improvement Officer, updated the Board on the CCBHC Advisory Committee. Ms. Samantha Crockett, Director of Behavioral Health Prevention and Wellness, presented an overview of Wellness and Community Engagement Services, including suicide prevention and mental health awareness at the CCBHC Advisory Committee meeting held today.

### IX. INFORMATIONAL ITEMS

- Program and Administrative Monthly Reports

None.

- Program – ESS Updates & Outcome Measurements and Accessibility – Richie Pack

Mr. Richie Pack, Chief Manufacturing Officer, introduced Ms. Joan Harmon, ESS Director of Employment and Employer Relations, who presented the ESS Outcome Measurements and Accessibility Plan.

Mr. Pack presented an update on the overall status of the Employment Support Services (ESS) Program, including growth, government contracts, commercial and cleaning contracts, and supported employment.

- Chief Executive Officer Report – Staff Retirement Recognition

Ms. Sandy Bryant recognized Ms. Joan Harmon on her retirement effective October 1, 2025. Ms. Bryant conveyed appreciation for Ms. Harmon's forty-eight years of service to the Agency.

X. ADJOURNMENT

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

Signed by:

A handwritten signature in cursive script that reads "Kathy Cole". The signature is written in black ink and is positioned above a horizontal line.

Ms. Kathy Cole, Secretary