

**DANVILLE-PITTSYLVANIA COMMUNITY SERVICES**  
**BOARD OF DIRECTORS**  
**Thursday, March 16, 2017**  
**Meeting Minutes**

The Regular Meeting of the Danville-Pittsylvania Community Services (DPCS) Board of Directors was held Thursday, March 16, 2017, in the Betty Whitehead, M.D., Board Room at 245 Hairston Street, Danville, Virginia.

**BOARD MEMBERS PRESENT**

Shelby Irving, *Vice Chairperson*  
Julie Brown, *Past Chairperson*  
Frank Wickers, *Member-At-Large*  
Ronald Merricks, *Member-At-Large*  
Michael Mondul

Gwendolyn Edwards  
Anne Geyer  
Jacqueline Satterfield  
Kimberly Van Der Hyde  
Gracie Mays

**BOARD MEMBERS ABSENT**

Robert Warren, *Chairperson*  
Jessie Barksdale, *Secretary*  
Rufus Fuller III  
Faith Stamps

**STAFF MEMBERS PRESENT**

Jim Bebeau, *Executive Director*  
Sandy Irby, *Director, Behavioral Health Services*  
Sara Craddock, *Director, Developmental Services*  
Amanda Oakes, *Director, Prevention Services*  
Jennifer Thompson, *Acting Director, Compliance and Information Systems*  
Cindy Lewis, *Director, Human Resources*  
Mary Beth Clement, *Director, Finance*  
Vickie Bryant, *Administrative Assistant*  
Carol Cundiff, *Executive Assistant*

**CALL TO ORDER**

Vice Chairperson Shelby Irving called the meeting to order at 5:31 pm.

**ADOPTION OF AGENDA**

The Agenda was distributed with the Board Packet for this Meeting. There was no request for amendment.

*Motion was made by Julie Brown and seconded by Michael Mondul to adopt the Agenda as presented. The motion passed unanimously.*

**PROGRAM PRESENTATION**

**“Our Journey Begins” (Developmental Services)**

Corene Hermanson, Director of Residential Services within DPCS’ Developmental Services Division, and Wanda Jones, ICF Residential Manager at Mount Hermon Manor, presented the stories of “Steve” and “Mary”, two residents at Mount Hermon Manor (MHM) who previously

lived at the Central Virginia Training Center for 30 and 50 years, respectively. Steve, Mary and a third resident at MHM have adjusted well to their new home, and their families are very happy to have them closer by.

Ms. Hermanson explained the unique aspects of the Agency's Intermediate Care Facilities (ICFs), Riverview Place and Mount Hermon Manor. There is a team approach to care. The Agency is required to have on contract a medical director, who is a physician within the community; a registered nurse; a dietician, who creates all menus according to the calorie needs and dietary restrictions of each resident; a recreational therapist; a social worker; a psychologist; and other contract staff who help to meet the needs of the individuals being served. A Specially Constituted Committee meets annually to review all psychotropic medications and behavior plans for the resident individuals. If individuals require mechanical supports (such as a tray on their wheelchair for trunk support) or need to be repositioned in bed every two hours, the Committee reviews these factors to make sure everything is being done as required. The ICFs must adhere to the state regulations of the Fire Safety Code which rates the risk factor for each resident based on how fast they can exit the building. This helps the Agency determine how many staff they need on each shift in order to get residents out in the event of an emergency. If a power outage occurs, the ICFs must have a designated staff member who walks around the building continuously, inside and out, to watch for signs of fire until the power is restored. This is not required at MHM as it is equipped with a generator.

In closing, Ms. Hermanson quoted the following: "We are all trying to find our way. We are on a personal journey, even while in the company of others. Along the way, we discover, learn, realize and love. We desire, thrive, make mistakes and become more fully ourselves. The people we support are on the same journey, and while it may be our vocation to accompany them for some number of hours each day, it is their journey. We may help them along their way, perhaps by illuminating the path or by clearing away some obstacles, but we cannot take their journey from them, because it is theirs." Partie, Michael (2014). *"Therapeutic Options Teaching Guide."* Teaching Guide I – Verbal, p. 12 of 30. Therapeutic Options, Inc., Newark, Delaware.

## **ACTION ITEMS**

### **Minutes – February 16, 2017, Regular Board Meeting**

Minutes of the February 16, 2017, Regular Board Meeting were distributed with the Board Packet for this Meeting. There was no request for amendment.

*Ronald Merricks made motion to approve the February 16, 2017, Minutes as presented; Frank Wickers seconded, and the motion passed unanimously.*

Sara Craddock announced that Developmental Services has identified 46 individuals who would like to attend Camp Virginia Jaycee in Bedford, Virginia, which specializes in providing camping experiences for individuals with special needs. If the following applications for grant money are approved by the Board and the funds are awarded, there will be available funding for 15 campships, and additional grants will be sought to cover more campers.

**Grant Application – Danville Host Lions Club (Developmental Services)**

Sara Craddock requested Board approval to submit application to the *Danville Host Lions Club* for a grant in an amount not to exceed a total of \$1650, and approval to accept the grant funds if awarded. The *Danville Host Lions Club* is a nonprofit organization with a mission to improve the community through projects and programs focusing on sight, hearing and speech conservation, diabetes awareness, youth outreach, international relations, environmental issues, and other needs. The request is for two camperships to Camp Virginia Jaycee, and the cost per camper is \$825.

*Motion was made by Kim Van Der Hyde and seconded by Julie Brown to approve application to the Danville Host Lions Club for a grant in an amount not to exceed \$1,650, and approve acceptance of the funds if awarded. The motion passed unanimously.*

**Grant Application – Commonwealth Community Trust (Developmental Services)**

Sara Craddock requested Board approval to submit application to the *Commonwealth Community Trust* for a grant in an amount not to exceed a total of \$10,000, and approval to facilitate the grant funds if awarded. The *Trust* has a charitable fund award that exists to provide support for people with special needs to improve their quality of life. Such support would include, but is not limited to, assistance with medications, medical equipment, camp fees, medical supplies, and access to medical technology. Applications must be submitted on behalf of the recipient by a public agency or nonprofit organization serving individuals with disabilities. DPCS will facilitate the award of the funds rather than receiving the funds, as the awards are paid directly to the vendors serving each recipient. Each agency/organization is limited to 10 applications of up to \$1000 each. Case managers within the Developmental Services Division will identify individuals whose quality of life will be improved with access to a Charitable Fund Award. Ten individuals with the greatest need will be selected to apply for the funds. Some individuals will request camperships with this money, but not all applications will be for Camp attendance.

*Motion was made by Frank Wickers and seconded by Gwen Edwards to approve application to the Commonwealth Community Trust for a grant in an amount not to exceed \$10,000, and approve facilitation of the funds if awarded. The motion passed unanimously.*

**DISCUSSION ITEMS**

**Virginia Association of Community Services Boards (VACSB) Development and Training Conference**

Jim Bebeau announced the upcoming VACSB Development and Training Conference, scheduled for May 2-5, 2017, in Portsmouth, Virginia. This annual Conference will feature current trends in the system and will offer opportunities for professional development. Specific sessions for CSB board members are being offered this year. Board Members interested in attending the Conference should contact Carol Cundiff by March 29, 2017, so that DPCS may comply with registration and reservation deadlines.

## **Department of Behavioral Health and Developmental Services (DBHDS) Census Management**

Jim Bebeau reported on recent meetings between the leadership of the VACSB and DBHDS surrounding the increased census at all state mental health facilities that is reaching critical levels. DBHDS leadership is proposing a two-stage approach to reducing the census of the facilities, while at the same time building up community capacity for services. Mr. Bebeau outlined that the proposal is a two-phase approach to this issue of census management – a short term focus and a long-term focus. In the first phase, the facilities could appreciate an immediate pressure relief with the discharge of at least 100 individuals from the state facilities who are on the Extraordinary Barriers List (EBL). These individuals no longer need inpatient psychiatric care, but some other factor is blocking their discharge, such as the need for a guardian, nursing home care, specialized residential services, etc. The General Assembly appropriated nearly \$6 million in state general funds (SGF) to address these extraordinary barriers by meeting the community needs of these individuals.

The second phase of the process could dramatically change the way CSBs operate in tandem with the state facilities. As a primer to the second phase, Mr. Bebeau explained the allocation of SGF to DBHDS. Approximately \$700 million of SGF is appropriated annually by the General Assembly for operations at the state hospitals and CSBs, and it is split almost 50/50 between the facilities and the CSBs. Rough numbers note that the nine state hospitals serve around 6,000 people annually, and the 40 CSBs serve over 150,000 people annually with these funds. It is clear that SGF are heavily invested toward crisis and emergent care, which is not representative of most treatment modalities and systems of care in other states (i.e., treating individuals in the community in the least restrictive manner possible).

DBHDS is aware that this funding balance is not ideal, and with no new SGF allocated to address this imbalance, it is proposing to give the 40 CSBs a yet-undefined portion of the approximately \$350 million in SGF utilized to operate the nine state facilities. The proposal further suggests the CSBs would use some of those funds to purchase beds at the state facilities, while at the same time using a portion of the funds for established and/or new programs for individuals to avoid the use of the hospitals. DBHDS must submit a plan document to the General Assembly by December 1, 2017, outlining key proposal logistics.

Frank Wickers commented that families are doubtful that the community can provide what they are accustomed to receiving in state facilities. Dr. Wickers related his experiences at Southwestern Virginia Training Center where families questioned how changes were better for their loved ones. With regard to the DBHDS proposal, families will question how the CSBs can do better than the facilities. The CSBs will need some kind of programmatic expertise in convincing a certain segment of the population that the proposed changes can be made successfully for the good of the individuals being served. Mr. Bebeau agreed and noted recent DPCS experiences with individuals moving from Central Virginia Training Center (CVTC) to Mount Hermon Manor (MHM) who are now thriving more in the community than they did in their decades of residence at CVTC. Their families were initially hesitant to relocate them to MHM from CVTC.

### **Capital Improvement Plan**

The Capital Improvement Plan was distributed with the Board Packet for this Meeting. There were no questions. Mr. Bebeau stated that the Plan is consistently updated as the buildings and equipment need to be well-kept and fully operational. Some of the figures are estimated and actual cost will not be known until it is time to purchase or replace items. Ronald Merricks confirmed that he read the Plan and found it impressive.

*Ronald Merricks made motion to approve the Capital Improvement Plan as presented; Kim Van Der Hyde seconded, and the motion passed unanimously.*

### **Update on Hairston Street Expansion**

Mr. Bebeau confirmed that the Agency asked the City to abandon the short part of Joplin Street between Hairston Street and Central Boulevard, and City Council approved this request at its meeting on March 7, 2017. The next step in the Campus Expansion is to consolidate all of the lots. Dewberry is working on plans, and controlling water run-off will be a significant part of the project. Additionally, Dewberry can now move forward with finalizing plans for the new office complex that will attach to the North Wing of the main campus.

Dewberry is also analyzing the existing shop building at 146 Carolyn Court to develop a renovation plan. The Agency intends to use all six bays, most of them for servicing the fleet vehicles, but Buildings and Grounds will have one bay for its equipment and supplies. Approximately 25% of the first floor will be used for offices and storage, and the second floor will serve as central storage for the Agency.

### **INFORMATION ITEMS**

The following Information Items were addressed: None.

### **Closed Meeting**

*Motion was made by Julie Brown that the Danville-Pittsylvania Community Services Board Meeting be recessed and that the Board of Directors immediately reconvene in Closed Meeting as permitted by the Authority of § 2.2-3711(A)(3), Code of Virginia, 1950, as amended, for a progress report on the sale of real property owned by DPCS:*

*Subject: Real Property Owned by DPCS*

*Purpose: Progress Report on the Potential Sale of Real Property Owned by DPCS*

*And as permitted by the Authority of § 2.2-3711(A)(15), Code of Virginia, 1950, as amended, for discussion or consideration of medical and mental health records:*

*Subject: Corrective Action Plan*

*Purpose: Investigative Report Regarding Individual Receiving Services.*

*The motion was seconded by Kim Van Der Hyde and carried by the following Roll Call vote:*

**Vote: 9-0**

**Yes: (9) Julie Brown, Gwen Edwards, Anne Geyer, Gracie Mays, Ronald Merricks, Michael Mondul, Jackie Satterfield, Kim Van Der Hyde, Frank Wickers**

No: (0) None

*Presiding Officer: (1) Shelby Irving (Presiding Officer votes only upon a Tie Vote in Roll Call)*

*Absent During Vote: (0) None*

*Absent During Meeting: (4) Robert Warren, Jessie Barksdale, Rufus Fuller III, Faith Stamps*

*The Board of Directors entered Closed Meeting at 6:13 pm.*

**Return to Open Meeting/Certification of Closed Meeting**

*Frank Wickers made motion that the Danville-Pittsylvania Community Services Board of Directors immediately reconvene into Open Meeting and adopt the following Resolution for Certification of Closed Meeting:*

WHEREAS, the Danville-Pittsylvania Community Services Board of Directors convened in a Closed Meeting on *March 16, 2017*, pursuant to an affirmative recorded vote and in accordance with the provisions of the *Virginia Freedom of Information Act*; and

WHEREAS, §2.2-3712 of the *Code of Virginia, 1950, as Amended*, requires a certification by the Danville-Pittsylvania Community Services Board of Directors that such Closed Meeting was conducted in conformity with the *Virginia Freedom of Information Act*;

NOW, THEREFORE, BE IT RESOLVED that the Danville-Pittsylvania Community Services Board of Directors hereby certifies by a recorded vote that, to the best of each Board Member's knowledge, (1) only public business matters lawfully exempted from Open Meeting requirements under the *Virginia Freedom of Information Act* and (2) only such public business matters as were identified in the Motion convening the Closed Meeting were heard, discussed, or considered in the Closed Meeting.

*The motion was seconded by Michael Mondul and carried by the following Roll Call vote:*

*Vote: 9-0*

*Yes: (9) Julie Brown, Gwen Edwards, Anne Geyer, Gracie Mays, Ronald Merricks, Michael Mondul, Jackie Satterfield, Kim Van Der Hyde, Frank Wickers*

*No: (0) None*

*Presiding Officer: (1) Shelby Irving (Presiding Officer votes only upon a Tie Vote in Roll Call)*

*Absent During Vote: (0) None*

*Absent During Meeting: (4) Robert Warren, Jessie Barksdale, Rufus Fuller III, Faith Stamps*

*The Board of Directors reconvened into Open Meeting at 6:36 pm.*

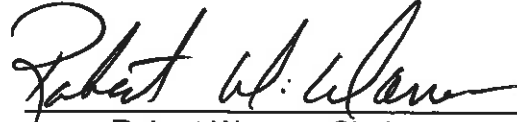
**NEXT BOARD MEETING**

Vice Chairperson Shelby Irving presented a reminder that the next Board Meeting will be held Thursday, May 18, 2017, 5:30 pm.

**ADJOURNMENT**

*Motion was made by Michael Mondul to adjourn the meeting. Julie Brown seconded, and the motion passed unanimously. Vice Chairperson Shelby Irving declared the Board Meeting adjourned at 6:38 pm.*

Approved:



Robert Warren, Chairperson

05/18/2017

Date

