

**DANVILLE-PITTSYLVANIA COMMUNITY SERVICES  
BOARD OF DIRECTORS  
Thursday, May 10, 2012  
Meeting Minutes**

The Regular Meeting of the Danville-Pittsylvania Community Services (DPCS) Board of Directors was held Thursday, May 10, 2012, in the Betty Whitehead, M.D., Board Room at 245 Hairston Street, Danville, Virginia.

**BOARD MEMBERS PRESENT**

Dean Jennings, <i>Chairperson</i>	William Brown
Ronald Merricks, <i>Vice Chairperson</i>	James Clark
Roy Ford, <i>Secretary</i>	Anne Geyer
JoLane Dunlap, <i>Past Chairperson</i>	Polly Humphrey
Dan Angell, <i>Member-At-Large</i>	Jerry Testerman
Betty Pickral, <i>Member-At-Large</i>	Mary Lee White
Julie Brown	

**BOARD MEMBERS ABSENT**

Jessie Barksdale  
Gayla Wood

**STAFF MEMBERS PRESENT**

Jim Bebeau, *Executive Director*  
Pat Burnette, *Executive Assistant*  
Mary Beth Clement, *Finance Division Director*  
Cindy Lewis, *Human Resources Division Director*  
Mindy Conley, *Behavioral Health Services Division Director*  
Richard Gary, *Intellectual Disability Services Division Director*  
Amanda Oakes, *Prevention Services Division Director*  
Allen Thorn, *Compliance and Information Systems Division Director*

**CALL TO ORDER**

Chairperson Dean Jennings called the meeting to order at 5:30 p.m.

**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 Dan Angell to adopt the Agenda as presented. The motion passed unanimously.*

**PROGRAM PRESENTATION – HEALTHY FAMILIES PROGRAM**

Lisa Briggs, Healthy Families Coordinator, and Debbie Vaughan, Prevention Program Manager, presented an overview of DPCS' Healthy Families Program and distributed informational brochures on the Program. Healthy Families, which is based on the Healthy Families America program model, is a voluntary in-home program that targets families that have children who are at risk for child abuse and neglect or developmental problems. The Program provides long-term education and resource management. To begin receiving services, parents must be a resident of Danville or Pittsylvania County and expecting a baby or parenting a baby less than three months old, and they may stay in the Program until the child is five years old. Services are provided free of charge and include helping parents prepare for their child's birth, care for the child and themselves, know what to expect as their child grows, recognize what their child needs, make their home safe for their child, and connect with community services and medical care. The

Healthy Families Program currently serves over 40 families with the many opportunities to improve their quality of life.

## **ACTION ITEMS**

### **Minutes**

Minutes of the March 1, 2012, Regular Board Meeting were distributed with the Board Packet for this Meeting. There were no corrections or additions to the Minutes.

*Roy Ford made motion to approve the March 1, 2012, Minutes as presented. Ronald Merricks seconded, and the motion passed unanimously.*

### **Grant Application – Virginia Department of Criminal Justice Services (Prevention Services)**

Amanda Oakes requested Board approval to submit application to the Virginia Department of Criminal Justice Services for a Title II Formula Grant in an amount not to exceed \$42,000, and approval to accept the grant funds if awarded. The funds would be used to support DPCS' Reconnection Program for youth involved with the 22<sup>nd</sup> Court Services Unit who are returning from an out-of-home placement of thirty or more days. The Program, which was implemented in 2010, provides intensive evidence-based services in a group setting for the youth and works closely with the parents and schools to ensure a successful transition. Other components of the Program include community service, job readiness skills, college preparation, tutoring, and recreational outings. Due to the deadline for submission of grant application being prior to May 10, 2012, the Board's Prevention Services Committee considered and approved submission of application pending Board action at its May 10, 2012, meeting. Should the Board not approve the request, the application will be rescinded.

*Motion was made by Roy Ford and seconded by James Clark to approve application to the Virginia Department of Criminal Justice Services for a Title II Formula Grant in an amount not to exceed \$42,000, and approval to accept the grant funds if awarded. The motion passed unanimously.*

### **Grant Application – Luncheon Pilot Club of Danville (Intellectual Disability Services)**

Richard Gary requested Board approval to submit application to the Luncheon Pilot Club of Danville for a grant in an amount not to exceed \$1,500, and approval to accept the grant funds if awarded. The funds would be used to cover the cost for two adult individuals with an intellectual disability to attend a one-week session at Camp Virginia Jaycee. The individuals who benefit from the camperships would not be able to participate in camp without financial assistance. Camp provides the opportunity to meet new friends and new experiences and activities, such as arts and crafts, music and drama, nature study, swimming, recreation, and camp fire stories.

*Dan Angell made motion to approve application to the Luncheon Pilot Club of Danville for a grant in an amount not to exceed \$1,500, and approval to accept the grant funds if awarded. Mary Lee White seconded, and the motion passed unanimously.*

### **Grant Application – Luncheon Pilot Club of Danville (Behavioral Health Services)**

Mindy Conley requested Board approval to submit application to the Luncheon Pilot Club of Danville for a grant in an amount not to exceed \$500, and approval to accept the grant funds if awarded. The funds would be used to help pay for medication for individuals who have engaged in services through DPCS' Behavioral Health Services Division and are being treated by the medical staff psychiatrist but cannot afford their psychotropic medications. This medication assistance would help stabilize individuals until they are able to access other medication assistance programs.

*Anne Geyer made motion to approve application to the Luncheon Pilot Club of Danville for a grant in an amount not to exceed \$500, and approval to accept the grant funds if awarded. Polly Humphrey seconded, and the motion passed unanimously.*

**Grant Application – J.T.- Minnie Maude Charitable Trust (Behavioral Health Services)**

Mindy Conley requested Board approval to submit application to the J.T.- Minnie Maude Charitable Trust for a grant in an amount not to exceed \$8,000, and approval to accept the grant funds if awarded. The funds would be used for DPCS' Oral Healthcare Access Program, which provides access to acute, restorative, and preventative dental services for low income, high need adults with behavioral disorders who are enrolled in services with DPCS. Now in its fifth year, the Program has made a tremendous, positive impact on quality of life for many individuals with disabilities who lack financial resources for dental care, as improved oral health enhances physiological and psychological health and well-being.

*Motion was made by William Brown and seconded by Betty Pickral to approve application to the J.T.- Minnie Maude Charitable Trust for a grant in an amount not to exceed \$8,000, and approval to accept the grant funds if awarded. The motion passed unanimously.*

**Grant Application – Community Foundation of the Dan River Region (Behavioral Health Services)**

Mindy Conley requested Board approval to submit application to the Community Foundation of the Dan River Region for a grant in an amount not to exceed \$17,000, and approval to accept the grant funds if awarded. The grant would be used to establish a Danville-Pittsylvania Crisis Intervention Team (CIT) to prevent the inappropriate arrest and incarceration of individuals with mental illness and effectively link these individuals to appropriate mental health treatment in the community. The Danville-Pittsylvania CIT would emphasize the training of specially selected law enforcement officers with skills and knowledge about mental illness to respond to crisis situations involving individuals with mental illness.

*Roy Ford made motion to approve application to the Community Foundation of the Dan River Region for a grant in an amount not to exceed \$17,000, and approval to accept the grant funds if awarded. Polly Humphrey seconded, and the motion passed unanimously.*

**Grant Application – Virginia Health Care Foundation 20 for 20 Challenge (Behavioral Health Services)**

Mindy Conley reported that DPCS had the opportunity to submit application to the Virginia Health Care Foundation (VHCF) for a grant in the amount of \$5,000. VHCF is celebrating 20 years of working with Virginia's health safety net organizations by awarding a total of \$20,000 through four \$5,000 grants to current/former grantees. The purpose for grant funding was unrestricted. The requirement for grant application was submission of a concise, compelling story about an uninsured individual who has been impacted in a positive way by VHCF funding. The goal was to describe how the individual's life, health, productivity, and/or circumstances were changed in a powerful, inspiring way. Due to the deadline for submission of the grant application being prior to May 10, 2012, the Board's Behavioral Health Services Committee considered and approved submission of application pending Board action at its May 10, 2012, Board Meeting. Subsequently, DPCS submitted the success story of a woman treated for anxiety and depression through the *A New Lease on Life* program, which is a collaborative initiative with Piedmont Access to Health Services (PATHS) and The Free Clinic of Danville. However, VHCF has already notified DPCS that it was not selected for award of one of the \$5,000 grants; therefore, no action by the Board is requested.

**DISCUSSION ITEMS**

**Preparation of Fiscal Year 2012 Budget Revision and Fiscal Year 2013 Budget and Performance Contract**

Jim Bebeau noted that Agency staff is in the process of preparing proposals for DPCS' Fiscal Year 2012 Budget Revision and Fiscal Year 2013 Budget and Performance Contract. The Board's Program Committees will meet prior to the June 28, 2012, Board Meeting to review the proposals for their respective service division. The Division Directors will contact their respective

Committee members to schedule the meetings. Upon approval by the Board's Budget, Finance, and Operations Committee, proposals for the Fiscal Year 2012 Budget Revision and Fiscal Year 2013 Budget and Performance Contract will be presented to the full Board for consideration of approval at the June 28, 2012, Board Meeting. Mr. Bebeau expressed appreciation to Board Members for their extra work and time involved in the Committee meetings.

### **Virginia Association of Community Services Boards Development and Training Conference Highlights**

The Virginia Association of Community Services Boards Development and Training Conference was held May 2-4, 2012, in Williamsburg. Jim Bebeau expressed appreciation for the participation of Chairperson Dean Jennings and Board Member Pete Ford who attended the Conference along with staff. The theme of the Conference was *Celebrating Strengths That Increase Community Dividends*. Topic highlights included a "State of the State" panel presentation with reports by the Department of Behavioral Health and Developmental Services and the Department of Medical Assistance Services; Plenary Session on the most current information on health care reform; and Plenary Address on research into the prevention of problem behavior across the lifespan. The Conference also included dynamic workshops led by State and national experts. Chairperson Jennings commented on the excellent information presented at the Conference and encouraged Board Members to participate in the Conferences as their schedules permit.

### **All Staff Meeting**

Jim Bebeau announced DPCS' annual All Staff Meeting to be held June 13, 2012, 3:00-5:00 pm, at the Stratford Courtyard Conference Center, Danville. Following a program presentation, recognition awards will be presented to DPCS employees who have reached the milestone of five, ten, fifteen, twenty, or twenty-five years of service with the Agency. Mr. Bebeau extended invitation to Board Members to attend the All Staff Meeting.

### **INFORMATION ITEMS**

There was no discussion on Information Items, as distributed.

### **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)(7), Legal Advice, of the Code of Virginia, 1950, as Amended, for consultation with legal counsel and related briefings by staff members or consultants regarding potential litigation in the matter of Equal Employment Opportunity Commission Charge #846-2011-40792, where such consultation or briefings in Open Meeting would adversely affect the negotiating or litigating posture of Danville-Pittsylvania Community Services. During such Closed Meeting, all matters discussed shall involve receiving advice from legal counsel, and as such all communications during the Closed Meeting shall be considered attorney client privileged.*

*The motion was seconded by Ronald Merricks and carried by the following Roll Call vote:*

*Vote: 12-0*

*Yes: Dan Angell, Julie Brown, William Brown, James Clark, JoLane Dunlap, Roy Ford, Anne Geyer, Polly Humphrey, Ronald Merricks, Betty Pickral, Jerry Testerman, Mary Lee White*

*No: (0) None*

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

*Absent: (2) Jessie Barksdale, Gayla Wood*

*The Board of Directors entered Closed Meeting at 6:10 pm.*

**RETURN TO OPEN MEETING/CERTIFICATION OF CLOSED MEETING**

*Julie Brown 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 *May 10, 2012*, 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 Ronald Merricks and carried by the following Roll Call vote:*

*Vote: 12-0*

*Yes: Dan Angell, Julie Brown, William Brown, James Clark, JoLane Dunlap, Roy Ford, Anne Geyer, Polly Humphrey, Ronald Merricks, Betty Pickral, Jerry Testerman, Mary Lee White*

*No: (0) None*

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

*Absent: (2) Jessie Barksdale, Gayla Wood*

*The Board of Directors reconvened into Open Meeting at 6:55 pm.*

**NEXT REGULAR BOARD MEETING DATE**

Chairperson Dean Jennings presented a reminder that the next Regular Board Meeting will be held Thursday, June 28, 2012, 5:30 p.m.

**ADJOURNMENT**

Chairperson Dean Jennings declared the Board Meeting adjourned at 6:58 p.m.

Approved:

*Dean Jennings*  
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Dean Jennings, Chairperson  
  
*6/28/12*  
\_\_\_\_\_  
Date