

**DANVILLE-PITTSYLVANIA COMMUNITY SERVICES
BOARD OF DIRECTORS
Thursday, May 8, 2014
Meeting Minutes**

The Regular Meeting of the Danville-Pittsylvania Community Services (DPCS) Board of Directors was held Thursday, May 8, 2014, in the Betty Whitehead, M.D., Board Room at 245 Hairston Street, Danville, Virginia.

BOARD MEMBERS PRESENT

Ronald Merricks, <i>Chairperson</i>	Polly Humphrey
Julie Brown, <i>Vice Chairperson</i>	Shelby Irving
William Brown, <i>Secretary</i>	Gerald Milliman
Jessie Barksdale, <i>Member-At-Large</i>	Robert Warren
Angela Fowler	Frank Wickers
Anne Geyer	

BOARD MEMBERS ABSENT

Mary Lee White, *Member-At-Large*
Gracie Mays
Marie Young

STAFF MEMBERS PRESENT

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

CALL TO ORDER

Chairperson Ronald Merricks called the meeting to order at 5:33 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 William Brown and seconded by Julie Brown to adopt the Agenda as presented. The motion passed unanimously.

PROGRAM PRESENTATION

Crisis Intervention Team (Behavioral Health Services)

Melanie Tosh, Coordinator of Emergency Services within DPCS' Behavioral Health Services Division, gave an overview of the Danville-Pittsylvania Crisis Intervention Team (D-PCIT). The D-PCIT partners include the Pittsylvania County Sheriff Office, Danville City Police Department, Danville Sheriff Office, and DPCS. CIT history reflects that in the absence of needed treatment and care, individuals in acute or chronic psychiatric crisis gravitate to hospital emergency rooms, jails, and prisons. As a result, these systems can experience significant negative impacts, some becoming so overcrowded that patients wait days or weeks for admission to a psychiatric bed, and some patients are released without treatment. Several jail/prison facilities report that one-third or more of their inmates are severely mentally ill.

Developed in 1988 by the Memphis, Tennessee Police Department, the CIT program proved effective and has been replicated in many cities across America. CIT is an exemplary pre-booking jail diversion program for the mentally ill, addressing system change for crisis care within a community and responsibility to the family members and individuals receiving mental health services. CIT training provides law enforcement officers with knowledge of the types of mental illness/co-occurring disorders, psychotropic medications, and crisis strategies/skills to effectively and safely respond to individuals with mental illness, prevent intensification of symptomatic behavior, and decide when that behavior should be addressed in a clinical setting rather than a jail setting. CIT trained officers recognize and respond with enhanced awareness to the struggles of individuals with mental illness and can quickly access appropriate mental health services and supports. As part of the local training, officers visit various sites where individuals with mental illness are served, including DPCS' Hairston Street facility, Harmony House, Foundation House, and Piney Ridge Apartments; Danville Regional Medical Center's Emergency Service Office and Psychiatric Unit; and Southern Virginia Mental Health Institute. CIT is an exciting program that has been embraced in the Danville-Pittsylvania County community, with 44 law enforcement officers trained to date.

ACTION ITEMS

Minutes – March 6, 2014, Regular Board Meeting

Minutes of the March 6, 2014, Regular Board Meeting were distributed with the Board Packet for this Meeting. There was no request for amendment.

Julie Brown made motion to approve the March 6, 2014, Minutes as presented; Gerald Milliman seconded, and 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 \$775, and approval to accept the grant funds if awarded. The grant would be used to cover expenses for an adult enrolled in DPCS' Intellectual Disability Services to attend a one-week adaptive, recreational summer session at Camp Virginia Jaycee. The individual who utilizes the grant would be unable to participate without financial assistance. Camp Virginia Jaycee, located in Bedford, Virginia, provides individuals with intellectual disabilities the opportunity to interact with peers and participate in activities such as swimming, fishing, arts and crafts, nature study, sports and games, camp fire stories, music, and drama.

Motion was made by Frank Wickers and seconded by Polly Humphrey to approve application to the Luncheon Pilot Club of Danville for a grant in an amount not to exceed \$775, and approval to accept the grant funds if awarded. The motion passed unanimously.

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

Bill Cook 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 funds if awarded. DPCS would use the grant funds to help pay for medication for individuals who are engaged in DPCS' Behavioral Health Services and are being treated by the Agency's medical staff psychiatrist, but cannot afford their psychotropic prescriptions. This medication assistance is essential in helping to stabilize individuals until they are able to access ongoing medication assistance programs.

Motion was made by Polly Humphrey 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 funds if awarded. Jessie Barksdale seconded, and the motion passed unanimously.

Grant Application – Virginia Department of Behavioral Health and Developmental Services (Behavioral Health Services)

Bill Cook requested Board approval to submit application to the *Virginia Department of Behavioral Health and Developmental Services* for a grant in an amount not to exceed \$300,000, and approval to accept the funds if awarded. The grant funds would be used for development and operation of a Crisis Intervention Team assessment site to serve as a therapeutic, non-criminal justice site where law enforcement officers can bring individuals who are in a mental health crisis as an alternative to incarceration. The site would be designed to provide 24/7/365 accessibility for law enforcement custodial hand-off, clinical assessment for possible civil commitment, referrals and linkage to services for acute and subacute mental health treatment needs, and a safe, therapeutic environment for de-escalation of emotional crises.

Robert Warren made motion to approve application to the Virginia Department of Behavioral Health and Developmental Services for a grant in an amount not to exceed \$300,000, and approval to accept the funds if awarded. Anne Geyer seconded, and the motion passed unanimously.

Grant Application – Titmus Foundation, Inc. (Prevention Services)

Amanda Oakes requested Board approval to submit application to the *Titmus Foundation, Inc.*, for a grant in an amount not to exceed \$4,000, and approval to accept the funds if awarded. The grant would be utilized to support the Regional Alliance for Substance Abuse Prevention's Fifth Annual Summer Conference to be held in Danville. The funds would be used to secure Officer Jermaine Galloway as keynote speaker for the Conference entitled, *High in Plain Sight: Current Alcohol and Drug Trends*. Officer Galloway is a dynamic speaker and expert on youth alcohol and drug education. This training is of great interest to law enforcement personnel, educators, prevention providers, counselors, healthcare workers, court services providers, businesses, youth detention center staff, and other individuals representing youth-serving organizations. The Conference provides over 100 visual aids for participants to familiarize themselves with and covers alcohol and drug trends, including clothing, drug-related music, drug paraphernalia, and drug concealment methods. Due to the deadline for submission of grant application being prior to May 8, 2014, the Board's Prevention Services Committee considered and approved submission of application pending Board action at its May 8 meeting. Should the Board not approve the request, the application will be rescinded.

Motion was made by Polly Humphrey to approve application to the Titmus Foundation, Inc., for a grant in an amount not to exceed \$4,000, and approval to accept the funds if awarded. William Brown seconded, and the motion passed unanimously.

Grant Application – The Lucy Pannill Sale Foundation (Prevention Services)

Amanda Oakes requested Board approval to submit application to *The Lucy Pannill Sale Foundation* for a grant in an amount not to exceed \$600, and approval to accept the funds if awarded. DPCS proposes to send two teams—four youth and two adult sponsors—to the Youth Alcohol and Drug Abuse Prevention Project (YADAPP) Teen Leadership Conference to be held July 14-18 at Longwood University, Farmville. DPCS' adult sponsors are Behavioral Health Clinicians in the Agency's Child and Family Services Program. The cost per team is \$300, including food, housing, daily speakers, and other activities. Participants will be empowered to become involved with keeping their communities and schools alcohol and drug free. YADAPP provides workshops, presentations, speeches, and networking opportunities for participants. Teams work together to discuss solutions to problems, such as drinking and driving, illegal drug use, and gang violence in their schools and communities; identify goals; and develop Strategies to Act Now Plans for implementation in their schools. The Virginia Department of Alcoholic Beverage Control is the Program's lead coordinating agency, in partnership with the Virginia Department of Education, Virginia Department of Behavioral Health and Developmental Services, and the Virginia Department of Motor Vehicles.

Due to the deadline for submission of grant application being prior to May 8, 2014, the Board's Prevention Services Committee considered and approved submission of application pending Board action at its May 8 meeting. Should the Board not approve the request, the application will be rescinded.

Gerald Milliman made motion to approve application to The Lucy Pannill Sale Foundation for a grant in an amount not to exceed \$600, and approval to accept the funds if awarded. Jessie Barksdale seconded, and the motion passed unanimously.

Grant Application – Virginia Department of Alcoholic Beverage Control (Prevention Services)

Amanda Oakes requested Board approval to submit application to the *Virginia Department of Alcoholic Beverage Control* for a grant in an amount not to exceed \$8,000, and approval to accept the funds if awarded. The grant would be used to develop and implement the Life Project campaign, to include interactive displays and media campaigns with additional resources and messages for youth 14-24 years of age. The Drugged Driving Simulation Program focuses on the consequences of driving under the influence but with the added simulation equipment, the displays; games and activities; consequences, such as injury and arrest; and other health-related risky behaviors can be emphasized at the same time to enhance the Program's messages. Having a traveling presentation that can be utilized both indoors and outdoors will help to increase our ability to serve more youth. A pool of volunteers from the Regional Alliance for Substance Abuse Prevention will be trained, and materials/resources will be distributed to participants to help educate them about the dangers and consequences of underage alcohol use. Due to the deadline for submission of grant application being prior to May 8, 2014, the Board's Prevention Services Committee considered and approved submission of application pending Board action at its May 8 meeting. Should the Board not approve the request, the application will be rescinded.

Motion was made by Jessie Barksdale to approve application to the Virginia Department of Alcoholic Beverage Control for a grant in an amount not to exceed \$8,000, and approval to accept the funds if awarded. Frank Wickers seconded, and the motion passed unanimously.

Grant Application – Virginia Department of Behavioral Health and Developmental Services (Prevention Services)

Amanda Oakes requested Board approval to submit application to the *Virginia Department of Behavioral Health and Developmental Services* for a grant in an amount not to exceed \$100,000, and approval to accept the grant funds if awarded. The grant has the potential for two subsequent yearly renewals. The funds would support two evidence-based parenting education programs, Strengthening Families Program and InsideOut Dad. The Strengthening Families Program is a family skills training program designed to increase resilience and reduce risk factors for behavioral, emotional, academic, and social problems in children ages 3-16. InsideOut Dad is an intervention developed by the National Fatherhood Initiative to help incarcerated fathers improve their parenting skills and develop stronger relationships with their children while in prison and after release. The funds would be used for personnel costs, operations, and program materials. The Strengthening Families Program includes meals, transportation, and childcare costs to eliminate barriers to participation. Due to the deadline for submission of grant application being prior to May 8, 2014, the Board's Prevention Services Committee considered and approved submission of application pending Board action at its May 8 meeting. Should the Board not approve the request, the application will be rescinded.

Julie Brown made motion to approve application to the Virginia Department of Behavioral Health and Developmental Services for a grant in this initial application year and two subsequent yearly renewals in an amount not to exceed \$100,000 per year for a three-year total amount not to exceed \$300,000, and approval to accept the grant funds if awarded. Jessie Barksdale seconded, and the motion passed unanimously.

DISCUSSION ITEMS

Update on Intermediate Care Facility (ICF) Projects (Intellectual Disability Services)

The Board took action at its August 4, 2011, meeting to approve application to the Virginia Department of Behavioral Health and Developmental Services for the Community Housing Initiative providing 52% of the total building and land purchase costs to construct three Intermediate Care Facilities (ICFs) and approval to accept the funds. DPCS' application was approved for Initiative funding of three ICFs in the amount of \$625,913 allotted for each.

- **ICF-1**

Jim Bebeau reported that at the Public Bid Opening held May 8, 2013, for contract work on ICF-1, the lowest bid came in substantially over project budget. In an effort to reduce the cost, Dewberry architect/engineering firm began negotiation with the lowest bidder for time duration of a year; however, the negotiation was unsuccessful at reducing the project costs to the budgeted amount. After revisiting the project plans with Dewberry, the newly-designed ICF-1 project will be advertised for bids beginning June 8, 2014, and will primarily target residential contractors instead of commercial contractors. DPCS has completed the preliminary draft of revised architectural drawings for ICF-1, which is slated to begin construction no later than the week of August 11-15, 2014. ICF-1 will provide five beds available for individuals who will transition out of the Virginia State Training Centers. Additionally, DPCS is continuing to target individuals who currently reside at the Central Virginia Training Center in Lynchburg, which is slated to close in June 2020, and the Southwestern Virginia Training Center in Hillsville, which is projected to close by June 30, 2018.

- **ICF-2 and ICF-3**

Richard Gary reported that in view of increased pressure from the U.S. Department of Justice to increase community infrastructure and reintegration opportunities for individuals transitioning out of the Virginia State Training Centers, DPCS has agreed to partner with the Virginia Department of Behavioral Health and Developmental Services (DBHDS) to utilize funding initially allotted for ICF-2 and ICF-3 and redirect the funds for supportive residential placements in our community. Residential support services provide support to individuals for independent living, such as hygiene, cooking, cleaning, and shopping skills, based on their treatment plan. This initiative will enable DPCS to serve a greater number of individuals transitioning from the Training Centers, while creating new and improved supportive housing infrastructures in the City of Danville and Pittsylvania County. DPCS will continue discussion with DBHDS on this redirection of funds, and an update will be provided to the Board as the project develops.

Update on Properties for Vehicle Service Center

Jim Bebeau reiterated action taken by the Board of Directors at the December 5, 2013, Board Meeting with Resolution approving DPCS to execute a sale contract for acquisition of real estate identified as "VSC" located in the City of Danville for use by DPCS for a Vehicle Service Center. The Board took further action at the March 6, 2014, Board Meeting with Resolution approving DPCS to execute a sale contract for additional real estate identified as "VSC-2" located in the City of Danville and adjacent to the VSC real estate, also for use by DPCS for a Vehicle Service Center. Both Resolutions authorized the Executive Director and the Officers of DPCS, or any of them, to take all action and to execute all documents reasonably associated with acquisition of the properties. DPCS retained the services of Realtor Bennis Butler as the Buyer's Agent to represent the Agency's interests in negotiation of price, inspections of the properties, and completion of the final transactions.

Mr. Bebeau reported that DPCS closed on purchase of the VSC property on April 18, 2014, and closed on purchase of the VSC-2 property on May 7, 2014. At this juncture, DPCS plans to install a chain link fence across the north side of these properties to prevent trespassing and flow

through traffic. Once construction on the planned Vehicle Service Center and parking area begins in a few years, the fence will likely be removed to create an entrance to the parking area.

Preparation of Fiscal Year 2014 Budget Revision and Fiscal Year 2015 Budget

Jim Bebeau noted that Agency staff is in the process of preparing proposals for DPCS' Fiscal Year 2014 Budget Revision and Fiscal Year 2015 Budget. The Board's Program Committees will meet prior to the June 26, 2014, 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 2014 Budget Revision and Fiscal Year 2015 Budget will be presented to the full Board for consideration of approval at the June 26, 2014, Board Meeting. Mr. Bebeau expressed appreciation to Board Members for their extra work and time involved in the Committee meetings.

State Board of Behavioral Health and Developmental Services Meeting

Jim Bebeau reported that the State Board of Behavioral Health and Developmental Services visited Danville on April 8 & 9, 2014. The State Board is a policy making body comprised of nine citizens from across the Commonwealth who are appointed by the Governor and confirmed by the General Assembly. The Board has the statutory authority for the establishment of policy for Virginia's Department of Behavioral Health and Developmental Services, State Facilities, and Community Services Boards.

Following a meeting of the State Board at DPCS on April 8, DPCS hosted a dinner that evening at its psychosocial rehabilitation program facility, Harmony House, with State Board Members and invited guests in attendance. Mr. Bebeau expressed appreciation for the participation of DPCS Vice Chairperson Julie Brown and Board Members Anne Geyer, Polly Humphrey, Gracie Mays, and Frank Wickers, who attended the dinner along with staff. On April 9, the State Board held its regular meeting at Southern Virginia Mental Health Institute, including a tour of the facility. DPCS is delighted that the State Board chose to meet in Danville and looks forward to having the Board visit again in the future.

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

The Virginia Association of Community Services Boards (VACSB) Development and Training Conference was held April 30-May 2, 2014, in Norfolk. Jim Bebeau expressed appreciation for the participation of Board Members Polly Humphrey and Mary Lee White, who attended the Conference along with staff, and presented highlights of the Conference.

The Conference theme was *The "Extra" in Extraordinary: Inspiring Recovery and Independence While Adapting to Change*. Program highlights included a presentation, "How Violence and Aggression Impact the Role of Mental Health Issues," by Dr. James Garbarino, State of the State and National Perspective, and Mental Health Law Changes. Also present were Dr. Debra Ferguson, new Commissioner of the Department of Behavioral Health and Developmental Services, and Jennifer Faison, new Executive Director of the VACSB. The Conference included a retirement recognition for Mary Ann Bergeron, outgoing Executive Director of the VACSB. An additional Conference highlight was the election of DPCS Executive Director Jim Bebeau as the new Treasurer of the VACSB.

All Staff Meeting

Jim Bebeau announced DPCS' annual All Staff Meeting to be held June 11, 2014, 3:00-5:00 pm, at the Stratford Courtyard Conference Center, Danville. Mr. Bebeau will give the program presentation, focusing on DPCS' growth in the coming years. Following the program, recognition awards will be presented to employees with five, ten, fifteen, twenty, or twenty-five years of service with DPCS. Mr. Bebeau extended an invitation to Board Members to attend the All Staff Meeting.

INFORMATION ITEMS

There was no discussion on Information Items, as distributed.

EXECUTIVE DIRECTOR'S COMMENTS


Jim Bebeau announced that Bill Cook will resign from his position as Director of DPCS' Behavioral Health Services effective May 23, 2014, to take a new position as Director of Southern Virginia Mental Health Institute in Danville. Mr. Cook began his responsibilities as Director of DPCS' Behavioral Health Services Division in July 2013, and with 22+ years of extensive experience with behavioral health services in both the private and public sector, he provided excellent direction for DPCS' mental health and substance abuse programs. At this juncture, recruitment is underway at DPCS for the hiring of a new Director of Behavioral Health Services.

NEXT REGULAR BOARD MEETING DATE

Chairperson Ronald Merricks presented reminder that the next Regular Board Meeting will be held Thursday, June 26, 2014, 5:30 pm.

ADJOURNMENT

Motion was made by Jessie Barksdale to adjourn the meeting. Robert Warren seconded, and the motion passed unanimously. Chairperson Ronald Merricks declared the Board Meeting adjourned at 6:48 pm.

Approved: 
Ronald E. Merricks, Chairperson

6-26-14
Date