

**DANVILLE-PITTSYLVANIA COMMUNITY SERVICES
BOARD OF DIRECTORS
Thursday, June 27, 2013
Meeting Minutes**

The Regular Meeting of the Danville-Pittsylvania Community Services (DPCS) Board of Directors was held Thursday, June 27, 2013, in the Betty Whitehead, M.D., Board Room at 245 Hairston Street, Danville, Virginia.

BOARD MEMBERS PRESENT

Roy Ford, <i>Vice Chairperson</i>	Shelby Irving
Jessie Barksdale, <i>Member-At-Large</i>	Gracie Mays
Jerry Testerman, <i>Member-At-Large</i>	Gerald Milliman
Polly Humphrey	Mary Lee White

BOARD MEMBERS ABSENT

Ronald Merricks, <i>Chairperson</i>	JoLane Dunlap
Betty Pickral, <i>Secretary</i>	Anne Geyer
Julie Brown	Robert Warren
William Brown	

STAFF MEMBERS PRESENT

Jim Bebeau, *Executive Director*
Pat Burnette, *Executive Assistant*
Mary Beth Clement, *Finance Division Director*
Cindy Lewis, *Human Resources Division Director*
Laurie Gambardella, *Behavioral Health Services Division Acting Director*
Richard Gary, *Intellectual Disability Services Division Director*
Amanda Oakes, *Prevention Services Division Director*

CALL TO ORDER

Vice Chairperson Roy Ford called the meeting to order at 5:30 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 Gracie Mays and seconded by Jessie Barksdale to adopt the Agenda as presented. The motion passed unanimously.

PROGRAM PRESENTATION

Pet Assisted Therapy (Behavioral Health Services Division)

Stephanie Wasserman, Child and Family Clinician within DPCS' Behavioral Health Services Division, introduced Murphy the Therapy Dog. Murphy, who belongs to Ms. Wasserman, began his education with puppy and agility classes in Knoxville, Tennessee. In 2008, he obtained his Canine Good Citizen certification through the American Kennel Club and graduated from Therapy Dogs International (TDI), earning a certification in Canine Assisted Therapy. TDI is a nonprofit organization dedicated to regulating, testing, and registration of Therapy Dogs and their handlers for visitations to hospitals, institutions, facilities, and other places where Therapy Dogs are needed. The primary objective of the TDI dog and handler is to provide comfort and companionship in a way that increases emotional well-being, promotes healing, and improves quality of life.

Following graduation, Murphy worked in Knoxville at Mane Support Equine Assisted Grief Counseling in the Mental Health field. He and his owners later moved to Blacksburg, Virginia, where he worked with the New River League of Therapists assisting with Intensive In-Home Therapy and with New River Valley Community Services assisting with Behavioral Treatment.

In January 2013, Murphy began working a few days each month with children in DPCS' Child and Family Services Unit. Ms. Wasserman reported that many children feel more comfortable with Murphy in the room and will often talk to him about what is bothering them, allowing her to join the conversation more easily. Murphy seems able to sense the opportune moment for interaction with the individual. Murphy the Therapy Dog is a valuable volunteer at DPCS.

NOMINATING COMMITTEE APPOINTMENTS

Vice Chairperson Roy Ford appointed Jessie Barksdale, Shelby Irving, and Jerry Testerman to the Nominating Committee for Fiscal Year 2014 with Mr. Barksdale designated as Chairperson. Recommendation for the Fiscal Year 2014 appointment of Officers will be submitted for consideration at the August 1, 2013, Board Meeting.

ACTION ITEMS

Minutes

Minutes of the May 9, 2013, Regular Board Meeting were distributed with the Board Packet for this Meeting. There was no request for amendment.

Jessie Barksdale made motion to approve the May 9, 2013, Minutes as presented; Gracie Mays seconded, and the motion passed unanimously.

Budget, Finance, and Operations Committee Report

Fiscal Year 2013 Proposed Budget Revision

The Fiscal Year 2013 Proposed Budget Revision for DPCS and explanation of major changes proposed by each Division were distributed in the Board Packet. The Board's program committees had reviewed and approved the budget revisions for their respective service division. Jessie Barksdale, Chairperson of the Budget, Finance, and Operations Committee, reported that the Committee met June 3, 2013, for review of the Fiscal Year 2013 Proposed Budget Revision for the Total Agency and presented recommendation of the Committee that the Board approve DPCS' Fiscal Year 2013 Proposed Budget Revision, setting the Agency budget at \$19,750,178 for Fiscal Year 2013.

Upon vote, Board Members unanimously adopted recommendation by the Budget, Finance, and Operations Committee and approved DPCS' Fiscal Year 2013 Revised Budget in the amount of \$19,750,178.

Fiscal Year 2014 Proposed Budget

The Fiscal Year 2014 Proposed Budget for DPCS and explanation of major proposals by each Division were distributed in the Board Packet. The Board's program committees had reviewed and approved the Fiscal Year 2014 Proposed Budget for their respective service division. Jessie Barksdale, Chairperson of the Budget, Finance, and Operations Committee, reported that the Committee met June 3, 2013, for review of the Fiscal Year 2014 Proposed Budget for the Total Agency. The Agency's Proposed Budget includes provision for a two percent salary scale adjustment on January 1, 2014, and a one percent merit raise on employees' performance anniversary date. The General Assembly and the Governor's budget amendment provides funding to increase the Fiscal Year 2014 salary adjustment for State-supported local employees to three percent effective August 2013. Mr. Barksdale presented recommendation of the Committee that the Board approve DPCS' Fiscal Year 2014 Budget in the amount of \$20,714,706.

Upon vote, Board Members unanimously adopted recommendation by the Budget, Finance, and Operations Committee and approved DPCS' Fiscal Year 2014 Budget in the amount of \$20,714,706.

Fiscal Year 2014 Performance Contract

Information for DPCS' Fiscal Year 2014 Performance Contract was distributed in the Board Packet. The 2012 General Assembly enacted changes regarding the Performance Contract between the Department of Behavioral Health and Developmental Services (DBHDS) and the Community Services Boards. Beginning with Fiscal Year 2013, the Performance Contract is now a two-year contract in parallel with the State budget. DPCS' Performance Contract for Fiscal Year 2013 and Fiscal Year 2014 was approved at the June 28, 2012, DPCS Board Meeting. In the second year (Fiscal Year 2014) of the Performance Contract with DBHDS, only the statistical data is updated.

Jessie Barksdale, Chairperson of the Budget, Finance, and Operations Committee, reported that the Committee met June 3, 2013, for review of the statistical data for the second year of DPCS' Contract. Mr. Barksdale presented recommendation of the Committee that the Board approve the statistical data for DPCS' Fiscal Year 2014 Performance Contract. The Committee also recommended that the Board of Directors authorize its Chairperson to approve any minor changes to the Performance Contract required by DBHDS.

Upon vote, Board Members unanimously adopted recommendations by the Budget, Finance, and Operations Committee and approved the statistical data for the Fiscal Year 2014 Performance Contract between DPCS and DBHDS, and authorized the Board's Chairperson to approve any minor changes to the Performance Contract required by DBHDS.

Grant Application – Community Foundation of the Dan River Region (Prevention Services)

Amanda Oakes requested Board approval to submit application to the *Community Foundation of the Dan River Region* for a grant in an amount not to exceed \$20,000, and approval to accept the grant funds if awarded. The grant would be used to support the transportation needs of DPCS' Prevention Services Division. The funds would be applied toward the purchase of a 14-passenger activity bus from State Contract for use with prevention programs.

Jessie Barksdale made motion to approve application to the Community Foundation of the Dan River Region for a grant in an amount not to exceed \$20,000, and approval to accept the grant funds if awarded. Shelby Irving seconded, and the motion passed unanimously.

DISCUSSION ITEMS

Virginia Retirement System Disability Program

Cindy Lewis reported on the Virginia Retirement System (VRS) Disability Program. The 2012 General Assembly created the Virginia Local Disability Program (VLDP) for political subdivision and school division employees who will be covered under the VRS Hybrid Retirement Plan effective January 1, 2014, and current employees who opt to switch to the Plan. VLDP was created as a result of VRS Disability Retirement not being available to Hybrid Retirement Plan participants. Participation in VLDP is automatic unless the Board of Directors elects to opt out and provide a comparable employer-paid disability program effective January 1, 2014, to the Hybrid Retirement Plan participants. The comparable coverage must include short-term and long-term disability, but not the long-term care component provided in VLDP. The decision to participate or opt out is irrevocable.

By September 1, 2013, DPCS may submit a resolution opting out of VLDP and providing a comparable plan or request an extension of the resolution deadline until November 1, 2013. If VRS does not receive either a resolution opting out or a request for an extension by September 1, 2013, DPCS will automatically be covered by VLDP.

Ms. Lewis reported that in order to allow more time to evaluate other possible disability options comparable to VLDP, DPCS plans to request an extension of the resolution deadline until November 1, 2013. A recommendation of option for DPCS will be presented at the October 10, 2013, Regular Board Meeting.

Ashlawn View Group Home Project Update

Richard Gary presented an update on the Ashlawn View Group Home project to construct a four-bedroom house for use as a group home for individuals with intellectual disability. As of the June 26, 2013, site visit of the project, more than 80% of the masonry has been completed, drywall has been installed in the rooms of the house, doors to the rooms have been hung, framing for the air conditioning unit has been completed, and the kitchen cabinet and vinyl tile selections have been made. The wiring for cable TV, broadband, and telephones is currently in the planning stage. Also, the property is now ready for final grading prior to grass seeding. Mr. Gary presented current photos of the project site highlighting the progress to date.

INFORMATION ITEMS There was no discussion on Information Items, as distributed.

PRESENTATION OF SERVICE AWARD PLAQUES

Jim Bebeau recognized Vice Chairperson Roy Ford and expressed regrets that his third full-term as Board Member will expire June 30, 2013, and presented him with a plaque in recognition and appreciation of his nine years (2004-2013) of service and commitment to the Board representing Pittsylvania County – Westover District. Vice Chairperson Ford stated his pleasure in working with members of the Board and staff and commended all for their maintenance of consistency through the changes of the Agency over the past three years.

Vice Chairperson Ford recognized Jerry Testerman and expressed regrets that he is leaving as a member of the Board of Directors. Mr. Testerman’s second full-term will expire June 30, 2013, and he has elected to not seek reappointment to another term as a representative of the City of Danville. Vice Chairperson Ford presented Mr. Testerman with a plaque in recognition and appreciation of his six years (2007-2013) of service to the Board. Mr. Testerman stated his appreciation for the privilege and experience of serving on the Board of Directors and commended the Agency for its work.

Vice Chairperson Ford also expressed regrets to JoLane Dunlap and Betty Pickral, in their absence, that their term as Board Member expires June 30, 2013, and extended recognition of their support and dedication of the Agency’s activities. Ms. Dunlap served ten years (2003-2013), on the Board of Directors. She was appointed to fill one year of an unexpired term and then served three additional three-year terms as a representative of the City of Danville. Ms. Pickral served three full-terms for a total of nine years (2004-2013) on the Board of Directors. A plaque expressing the Board’s appreciation of service commitment will be presented to Ms. Dunlap and Ms. Pickral.

NEXT REGULAR BOARD MEETING DATE

Vice Chairperson Roy Ford presented a reminder that the next Regular Board Meeting will be held Thursday, August 1, 2013, 5:30 pm.

ADJOURNMENT

Motion was made by Jessie Barksdale to adjourn the meeting. Gracie Mays seconded, and the motion passed unanimously. Vice Chairperson Roy Ford declared the Board Meeting adjourned at 6:08 pm.

Approved:

Ronald E. Merricks
Ronald E. Merricks, Chairperson

August 1, 2013
Date