

**DANVILLE-PITTSYLVANIA COMMUNITY SERVICES
BOARD OF DIRECTORS
Thursday, February 19, 2015
Meeting Minutes**

The Regular Meeting of the Danville-Pittsylvania Community Services (DPCS) Board of Directors was held Thursday, February 19, 2015, in the Betty Whitehead, M.D., Board Room at 245 Hairston Street, Danville, Virginia.

BOARD MEMBERS PRESENT

Julie Brown, <i>Chairperson</i>	Connie Fletcher
Robert Warren, <i>Vice Chairperson</i>	Gracie Mays
Gerald Milliman, <i>Secretary</i>	Sheryl Moyer
Ronald Merricks, <i>Past Chairperson</i>	Mary Lee White

BOARD MEMBERS ABSENT

Anne Geyer, <i>Member-At-Large</i>	Faith Stamps
Shelby Irving, <i>Member-At-Large</i>	Frank Wickers
Jessie Barksdale	Marie Young
Angela Fowler	

STAFF MEMBERS PRESENT

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

CALL TO ORDER

Chairperson Julie Brown called the meeting to order at 5:30 pm.

ADOPTION OF AGENDA

The Agenda was distributed with the Board Packet for this Meeting. In view of two Board Members present who must leave this Board Meeting at 6:00 pm in order to go to another meeting requiring their attendance, Chairperson Julie Brown presented request to amend the order of the Agenda, with Action, Discussion, and Information Items addressed prior to the Program Presentation.

Motion was made by Ronald Merricks and seconded by Gerald Milliman to approve amendment of the order of Agenda Items as requested and to adopt the Agenda as amended. The motion passed unanimously.

ACTION ITEMS

Minutes – December 4, 2014, Regular Board Meeting

Minutes of the December 4, 2014, Regular Board Meeting were distributed with the Board Packet for this Meeting. There was no request for amendment.

Robert Warren made motion to approve the December 4, 2014, Minutes as presented; Ronald Merricks seconded, and the motion passed unanimously.

Grant Application – Womack Foundation (Behavioral Health Services)

Sandy Stephenson requested Board approval to submit application to the *Womack Foundation* for a grant in an amount not to exceed \$1,400, and approval to accept the funds if awarded. The funds would be used to continue a series of successful Art Access Programs offered by DPCS since 2009 for individuals with behavioral health disorders and intellectual disabilities. For 2015, Child and Family Services staff within DPCS' Behavioral Health Services Division, in coordination with a qualified art instructor, would organize two one-week summer art sessions for youth with serious emotional disorders. The participants gain educational, social, recreational, and therapeutic benefits from the Art Access Programs. The sessions culminate with an always popular presentation of the youths' artwork for family and friends. DPCS would provide transportation for the participants to attend the art classes.

Robert Warren made motion to approve application to the Womack Foundation for a grant in an amount not to exceed \$1,400, and approve acceptance of the funds if awarded. Connie Fletcher seconded, and the motion passed unanimously.

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

Sandy Stephenson 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 \$28,000, and approval to accept the grant funds if awarded. The funds would be used to purchase telepsychiatry videoconferencing equipment to enable DPCS to expand its telepsychiatry capacity. Two Child and Adult Psychiatrists currently provide Telepsychiatry Services at DPCS; however, both have full caseloads and are unable to accept additional patients, except for individuals who are discharged from a psychiatric hospital. Centra Hospital of Lynchburg, Virginia, seeks to partner with DPCS through utilization of its Psychiatrists to provide Telepsychiatry Services for DPCS' child/adolescent individuals. In order to accomplish this, DPCS' videoconferencing system must be enhanced. DPCS proposes to purchase two sets of portable videoconferencing equipment—one for Child and Family Services and the other for Adult Psychiatry, Medication Management, Psychotherapy and Consultation, Emergency Evaluations, Temporary Detention Order hearings, and post-hospital prescreening for Residential Crisis Stabilization. Also, the desktop videoconferencing equipment currently used by one of DPCS' Child and Adult Psychiatrists would be recycled to a portable unit.

Due to the deadline for submission of grant application being prior to February 19, 2015, the Board's Behavioral Health Services Committee considered and approved submission of application pending Board action at its February 19 meeting. Should the Board not approve the request, the application will be rescinded.

Motion was made by Connie Fletcher and seconded by Gracie Mays to approve application to the Virginia Department of Behavioral Health and Developmental Services for a grant in an amount not to exceed \$28,000, and approve acceptance of the funds if awarded. The motion passed unanimously.

Grant Application – Womack Foundation (Intellectual Disability Services)

Richard Gary requested Board approval to submit application to the *Womack Foundation* for a grant in an amount not to exceed \$4,650, and approval to accept the grant funds if awarded. The grant would be used to cover expenses for six individuals who are enrolled in DPCS' Intellectual Disability Services to attend a one-week session at Camp Virginia Jaycee during the summer of 2015. The cost per person to attend the week-long camp session is \$775. Located in Bedford, Virginia, the Camp provides individuals with intellectual disabilities the opportunity to interact with peers and participate in activities such as swimming, fishing, horseback riding, tent camping, sports, games, arts and crafts, and music.

Gerald Milliman made motion to approve application to the Womack Foundation for a grant in an amount not to exceed \$4,650, and approve acceptance of the funds if awarded. Mary Lee White seconded, and the motion passed unanimously.

Grant Application – Commonwealth Community Trust (Intellectual Disability Services)

Richard Gary requested Board approval to submit application to the *Commonwealth Community Trust* for Charitable Fund Awards in an amount not to exceed \$10,000, and approval to accept the funds if awarded. The *Trust* is a nonprofit organization that administers special needs trusts for people with disabilities who meet Federal Poverty Guidelines and/or receive Medicaid or Supplemental Security Income benefits. Applications must be submitted on behalf of the recipient by a public agency or nonprofit organization serving people with disabilities. Up to ten applications, which must be individual requests for \$1,000 or less, will be accepted from each agency/organization. Child and Adult Case Managers within DPCS' Intellectual Disability Services Division would identify individuals with an intellectual disability whose quality of life would be improved with access to a Charitable Fund Award. Ten individuals with the greatest need would be selected to apply for the funds. The Awards may be used for medication, equipment, or services such as camp fees, bus passes, medical supplies, assistive technology, dental care, and eyeglasses.

Due to the deadline for submission of grant application being prior to February 19, 2015, the Board's Intellectual Disability Services Committee considered and approved submission of application pending Board action at its February 19 meeting. Should the Board not approve the request, the application will be rescinded.

Ronald Merricks made motion to approve application to the Commonwealth Community Trust for Charitable Fund Awards in an amount not to exceed \$10,000, and approve acceptance of the funds if awarded. Sheryl Moyer seconded, and the motion passed unanimously.

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

Richard Gary requested Board approval to submit application to the *Community Foundation of the Dan River Region* for a grant in an amount not to exceed \$1,000, and approval to accept the grant funds if awarded. Adult Case Managers within DPCS' Intellectual Disability Services Division serve individuals with an autism diagnosis who would greatly benefit from autism-specific materials to support their education and communication. As technology plays an increasingly significant role in the development of programs for individuals with autism, DPCS would purchase Apple iPads for two individuals with autism to be used for therapeutic means, including fine motor skill development, gross motor skill development, and educational purposes. The Apple iPad has fun, user-friendly apps geared toward individuals with autism, such as "Tap to Talk" with pictures that can be tapped to express desires and needs. The iPads would give the two non-verbal individuals the opportunity for increased independence, choice in their lives, and the means to have a voice by breaking communication barriers.

Motion was made by Connie Fletcher and seconded by Gerald Milliman to approve application to the Community Foundation of the Dan River Region for a grant in an amount not to exceed \$1,000, and approve acceptance of the funds if awarded. The motion passed unanimously.

Grant Application – Womack Foundation (Prevention Services)

Amanda Oakes requested Board approval to submit application to the *Womack Foundation* for a grant in an amount not to exceed \$4,500, and approval to accept the grant funds if awarded. The funds would be used to cover costs for the New Horizons Adventure Day Camp scheduled for June 1-4, 2015, at Camp Pitt located in Callands, Virginia. The "Healthy Lifestyle Choices Camp Boost Program" would be utilized, which includes nutrition, fitness, safety, conflict resolution, substance abuse prevention, life skills, and the environment, with a daily focus on healthy habits using activities that are both fun and interactive. Activities include fishing, swimming, sports,

crafts, team-building games, and special events by program consultants. DPCS would provide transportation for the participants to attend the Day Camp.

Motion was made by Robert Warren and seconded by Ronald Merricks to approve application to the Womack Foundation for a grant in an amount not to exceed \$4,500, and approve acceptance of the funds if awarded. The motion passed unanimously.

Grant Application – Virginia Department of Social Services (Prevention Services)

Amanda Oakes requested Board approval to submit application to the *Virginia Department of Social Services* for a three-year grant in an amount not to exceed a total of \$150,000, with a match contribution not to exceed a total of \$37,500, and approval to accept the grant funds if awarded. The grant would be used to develop and implement an evidence-based parenting education program and structured play-and-learn activities for families with children 0 to 3 years of age. The program would target high-risk families for child abuse and neglect. The funds would also be used to market and promote all parenting education opportunities in the Danville-Pittsylvania County area, as well as promote child abuse prevention messages during Child Abuse Prevention Month in April. Ms. Oakes noted that the community partners with this proposal include Danville Division of Social Services and Smart Beginnings Danville Pittsylvania.

Connie Fletcher made motion to approve application to the Virginia Department of Social Services for a three-year grant in an amount not to exceed a total of \$150,000, with a match contribution not to exceed a total of \$37,500, and approve acceptance of the funds if awarded. Sheryl Moyer seconded, and the motion passed unanimously.

DISCUSSION ITEMS

Virginia Association of Community Services Boards 2015 Legislative Conference Highlights

Jim Bebeau reported on the Virginia Association of Community Services Boards (VACSB) Legislative Conference held January 20-21, 2015, in Richmond and expressed appreciation for the participation of Board Members Connie Fletcher, Sheryl Moyer, and Mary Lee White who attended along with staff. The Conference focused on items coming before the 2015 General Assembly Session, particularly legislation as it relates to the State budget, public policy issues, and VACSB priorities. While at the Conference, Jim Tobin, Executive Director of Piedmont Community Services (PCS) in Martinsville, and Mr. Bebeau coordinated efforts for PCS and DPCS Board Members attending the Conference to meet with our legislators. The group was fortunate to meet briefly with Delegates Les Adams and Danny Marshall, both of whom expressed appreciation for the services and supports that PCS and DPCS provide. Unfortunately, Senator Bill Stanley was in a meeting at the time of the group visits; however, Senator Stanley continues to be supportive of the Community Services Board System and our mission to serve individuals with the highest quality of mental health, intellectual disability, substance abuse, and prevention services.

The VACSB 2014 Annual Report, *Community Challenges, Community Solutions*, was distributed at this Board Meeting. The Report showcases how Virginia's Community Services Boards (CSBs) and Behavioral Health Authority (BHA) rise to and meet community challenges with community solutions. CSBs and BHA work with individuals at all points along the continuum of care for behavioral health and developmental needs, with services provided throughout the individual's lifespan as needed.

Intermediate Care Facility-1 Project Update (Intellectual Disability Services)

Richard Gary reported update on the Intermediate Care Facility-1 Project to construct a five-bedroom home for individuals with an intellectual disability who will transition out of the Virginia State Training Centers. Ground was broken in mid-December 2014, marking the beginning of construction. During the past two months, staff from Daniel Builders LLC and Dewberry architecture and engineering firm, Executive Director Jim Bebeau, and Mr. Gary met twice to discuss the Project's development, schedule, budget, and progress.

To date, the site clearing and grading, block foundation, framing of outside walls for installation of plumbing lines, and placement of concrete structural beams have been completed. In the upcoming weeks, the cabinet and fire sprinkler drawings will be developed and submitted to Daniel Builders LLC for review.

During December 2014 and January 2015, Case Management within DPCS' Intellectual Disability Services Division worked with Central Virginia Training Center (CVTC) to identify individuals who are seeking discharge from CVTC within the current year. Mr. Gary reported that five ladies, ages 48-75, have been identified to move into the new residence upon its completion.

At this juncture, Board Members Sheryl Moyer and Robert Warren left the Board Meeting in order to go to another meeting requiring their attendance.

INFORMATION ITEMS – The following Information Items were addressed:

Agency Fiscal Year 2015 Second Quarter Reports

Financial Report – Fiscal year-to-date revenues and expenses as of December 31, 2014.

Performance Report – Fiscal year-to-date units of service delivered and unduplicated number of individuals served as of December 31, 2014.

Clarification questions from Chairperson Julie Brown were addressed by Mary Beth Clement and Allen Thorn.

PROGRAM PRESENTATION

Department of Behavioral Health and Developmental Services Dashboard

The Virginia Department of Behavioral Health and Developmental Services (DBHDS) and the Community Services Boards (CSBs) enter into a Performance Contract for the purpose of funding for mental health, developmental, and substance abuse services and supports delivered directly or contractually by the CSBs in a manner that ensures accountability and quality of care for individuals receiving services, including service plan and associated costs, as well as performance expectation. This fiscal year, the Performance Contract included significant changes for CSBs and the CSB Boards of Directors, specifically regarding accountability, stating that each Board of Directors will receive sufficient information from its CSB, including quarterly reports on service provision, funds and expenditures, staffing in sufficient detail, and performance on the behavioral health and developmental performance measures. The Secretary of Health and Human Resources oversees twelve State agencies, one of which is DBHDS, with each Agency developing a data "Dashboard," which is a performance measure of the unique services for which each is responsible. The DBHDS Dashboard includes performance data for Virginia's 15 State Facilities and 40 CSBs.

DPCS currently reports service statistics, staffing, and quarterly budget information to its Board of Directors. The DBHDS Dashboard of performance measures will also be reported to the Board, beginning with this presentation as an education primer for the information included in the Dashboard. Jim Bebeau, Sandy Stephenson, and Richard Gary presented an overview of the Dashboard performance measures and analysis of DPCS' behavioral health and developmental services data, identifying the positive efforts and the challenge areas from a quality improvement perspective. Mr. Bebeau noted that the DBHDS Dashboard is in the beginning stage of looking at system performance over time, with DBHDS currently evaluating how it gathers and reports this performance data to ensure accuracy and integrity of the submission.

NEXT REGULAR BOARD MEETING DATE

Chairperson Julie Brown presented reminder that the next Regular Board Meeting will be held Thursday, March 19, 2015, 5:30 pm.

ADJOURNMENT

Chairperson Julie Brown declared the Board Meeting adjourned at 6:40 pm.

Approved:



Julie Brown, Chairperson

3/19/15

Date