

**DANVILLE-PITTSYLVANIA COMMUNITY SERVICES
BOARD OF DIRECTORS
Thursday, August 20, 2015
Meeting Minutes**

The Regular Meeting of the Danville-Pittsylvania Community Services (DPCS) Board of Directors was held Thursday, August 20, 2015, in the Betty Whitehead, M.D., Board Room at 245 Hairston Street, Danville, Virginia.

BOARD MEMBERS PRESENT

Julie Brown, <i>Chairperson</i>	Angela Fowler
Robert Warren, <i>Vice Chairperson</i>	Gracie Mays
Anne Geyer, <i>Member-At-Large</i>	Sheryl Moyer
Shelby Irving, <i>Member-At-Large</i>	Faith Stamps
Jessie Barksdale	Frank Wickers

BOARD MEMBERS ABSENT

Ronald Merricks, <i>Past Chairperson</i>	Connie Fletcher
Gwen Edwards	Marie Young

STAFF MEMBERS PRESENT

Jim Bebeau, *Executive Director*
Pat Burnette, *Executive Assistant*
Sandy Stephenson, *Director, Behavioral Health Services*
Sara Craddock, *Acting Director, Intellectual Disability Services*
Amanda Oakes, *Director, Prevention Services*
Allen Thorn, *Director, Compliance and Information Systems*
Cindy Lewis, *Director, Human Resources*

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. Jim Bebeau presented request to amend Agenda Item IX – Closed Meeting with addition of *Authority §2.2-3711 (A)(15), Code of Virginia, 1950, as Amended*, for discussion or consideration of medical and mental health records for the Subject of Corrective Action Plan for the Purpose of Investigative Report Regarding Individuals Receiving Services.

Motion was made by Jessie Barksdale and seconded by Gracie Mays to approve addition of Authority §2.2-3711 (A)(15), Code of Virginia, 1950, as Amended, for discussion or consideration of medical and mental health records for Subject: Corrective Action Plan and Purpose: Investigative Report Regarding Individuals Receiving Services, and to adopt the Agenda as amended. The motion passed unanimously.

COMMENTS

Jim Bebeau introduced Sara Craddock, who is serving as Acting Director of Intellectual Disability Services effective July 13, 2015.

Mr. Bebeau asked everyone to remember Mary Beth Clement, Director of Finance, who was absent from this Board Meeting due to a death in her family.

PROGRAM PRESENTATION

Summer Respite Camp (Intellectual Disability Services)

Janice McKenna, Director of Day Services within the Intellectual Disability Services Division, presented DPCS' Respite Care Connection Camp. DPCS received grant funding from The Community Foundation of the Dan River Region to help cover costs of short-term respite to benefit youth and adults with intellectual or developmental disabilities and their caregivers. The funds were used to give individuals with intellectual or developmental disabilities, who do not receive Medicaid Waiver funded services, an opportunity to participate in summer camp activities. Cathy Burgess, Individual Support Services Manager, with assistance of Denise Haymore, Day Activities Assistant Manager, gave an overview of Respite Care Connection Camp—a dynamic and fun-filled recreational summer day camp. During June and July, three two-week Camp sessions were held for 10 individuals per session to experience field trips and recreational activities. The community outings included bowling, YMCA activities, movies at Danville Stadium Cinemas, and trips to local parks. All-day outings included field trips to Greensboro, North Carolina, and Martinsville, South Boston, and Lynchburg, Virginia. The campers enjoyed the opportunity to build self-esteem, develop skills, socialize, and have fun, while the caregivers enjoyed time for personal matters and rest. Photos of the campers delightfully enjoying their many activities corroborated the great success of Respite Care Connection Camp.

BOARD MEMBER APPOINTMENTS

Chairperson Julie Brown announced first term appointments by Danville City Council to the DPCS Board of Directors—Gwen Edwards and Shelby Irving. Ms. Irving served as Board Member for part term December 2012 – June 2015 to fill the unexpired term of a Past Board Member.

Chairperson Brown also announced second term appointments by the Pittsylvania County Board of Supervisors—Gracie Mays representing the Tunstall District and Robert Warren representing the Chatham-Blairs District.

All of the appointments are three-year terms. Board Members expressed appreciation for their willingness to serve the community through this Board. Currently, the Board has a vacancy in the position representing Pittsylvania County – Staunton River District. An appointment by the Pittsylvania County Board of Supervisors to fill this position is anticipated in the near future.

ACTION ITEMS

Minutes – June 25, 2015, Regular Board Meeting

Minutes of the June 25, 2015, 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 June 25, 2015, Minutes as presented; Jessie Barksdale seconded, and the motion passed unanimously.

Nominating Committee Report

Fiscal Year 2016 Slate of Officers and Executive Committee

Jessie Barksdale, Chairperson of the Board's Nominating Committee for Fiscal Year 2016, presented recommendation of the Nominating Committee for the following Slate of Officers and Executive Committee members to serve for Fiscal Year 2016:

Chairperson	-	Julie Brown
Vice Chairperson	-	Robert Warren
Secretary	-	Jessie Barksdale
Past Chairperson	-	Ronald Merricks
Member-at-Large	-	Anne Geyer
Member-at-Large	-	Shelby Irving

There were no nominations from the floor.

Jessie Barksdale made motion to approve the Slate of Officers and Executive Committee members to serve for Fiscal Year 2016, as recommended by the Nominating Committee. With no second required to motion made on behalf of the Committee, the motion passed unanimously.

Grant Application – The Lucy Pannill Sale Foundation (Intellectual Disability Services)

Sara Craddock requested Board approval to submit application to *The Lucy Pannill Sale Foundation* for a grant in an amount not to exceed \$3,000, and approval to accept the funds if awarded. The grant would provide three adults with an intellectual disability who are enrolled in DPCS' Case Management Services the opportunity to participate in Stonewall Therapeutic Recreation Center activities for approximately twelve months. The individuals selected to utilize this funding have critical need for community inclusion services but lack the resources to pay for them, live below the Federal poverty level, meet the Social Security Administration definition of disabled, receive Social Security Disability Insurance, and are enrolled in Medicaid. This grant would provide learning and leisure opportunities for the individuals and bring temporary relief to their primary caregivers. Stonewall has a professional staff to support individuals with special needs, and the individuals may select the activities they would like to take part in on a weekly basis.

Motion was made by Jessie Barksdale to approve application to The Lucy Pannill Sale Foundation for a grant in an amount not to exceed \$3,000, and approve acceptance of the funds if awarded. Faith Stamps seconded, and the motion passed unanimously.

DISCUSSION ITEMS

Grant Applications Follow-up Report (Prevention, Intellectual Disability, and Behavioral Health Services)

Upon approval by this Board of Directors, DPCS seeks grant funding to enhance and expand its Behavioral Health, Intellectual Disability, and Prevention Services. A Follow-up Report of grant applications from January-July 2015 was included in the Board Packet. Amanda Oakes gave an overview of the Report, which included date of submission, grantor, project proposal, and award status for each application. Of the 14 applications processed in the Report time period, DPCS received 11 grant awards of funding. Discussion was held with suggestions for additional information to be included in the Report. Jim Bebeau noted that, beginning with this overview, the Grant Applications Follow-up Report will be submitted to the Board on a six-month basis as an Information Item.

Virginia Association of Community Services Boards (VACSB) Public Policy Conference

Jim Bebeau announced the VACSB Public Policy Conference to be held October 7-9, 2015, in Charlottesville. The tentative Conference Schedule was distributed in the Board Packet. This annual Conference brings together Community Services Board members and staff, Legislators, State Department of Behavioral Health and Developmental Services staff, and Behavioral Health Care stakeholders to address public policy and current updates on Statewide matters concerning behavioral health care in Virginia. Board Members interested in attending the Conference should contact Pat Burnette by September 3 so that DPCS may comply with the registration deadline.

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

In update on the Intermediate Care Facility-1 Project, Sara Craddock reported that representatives from Daniel Builders LLC, Dewberry architecture and engineering firm, and DPCS met on site July 13 and August 4 to discuss the Project's development, schedule, budget, and progress. Construction update included the mechanical/gas/water/sewer rough-in completed; electrical rough-in started, including installation of can lights throughout the home; HVAC rough-in started, with attic unit installed and trunk lines insulated; shingles installed; brick selected/delivered to the job site; and windows/doors installation started. Within the next few weeks, brickwork will begin, and electrical wiring will be installed throughout the home. Ms. Craddock also noted plan adjustments addressed at the on-site meetings. Dewberry will work on

cut out sheets for appliances and plumbing fixtures. Photos of the project site were presented for the Board's viewing of the progress made at this juncture.

Ms. Craddock also reported that DPCS met with the five individuals currently residing at Central Virginia Training Center (CVTC) who are actively pursuing residence at this home. CVTC is working closely with DPCS on application packet submissions for the five individuals.

INFORMATION ITEMS

There was no discussion on Information Items, as distributed.

CLOSED MEETING

Motion was made by Jessie Barksdale 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)(1) Code of Virginia, 1950, as Amended, for assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body,

Subject: Annual Performance Evaluation of the Executive Director

Purpose: Dissemination of Information for the Annual Performance Evaluation of the Executive Director

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 Individuals Receiving Services

The motion was seconded by Robert Warren and carried by the following Roll Call vote:

Vote: 9-0

Yes: (9) Jessie Barksdale, Angela Fowler, Anne Geyer, Shelby Irving, Gracie Mays, Sheryl Moyer, Faith Stamps, Robert Warren, Frank Wickers

No: (0) None

Presiding Officer: (1) Julie Brown (Presiding Officer votes only upon a Tie Vote in Roll Call)

Absent During Vote: (0) None

Absent During Meeting: (4) Gwen Edwards, Connie Fletcher, Ronald Merricks, Marie Young

The Board of Directors entered Closed Meeting at 6:02 pm.

RETURN TO OPEN MEETING/CERTIFICATION OF CLOSED MEETING

Jessie Barksdale 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 August 20, 2015, 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 Robert Warren and carried by the following Roll Call vote:

Vote: 9-0

*Yes: (9) Jessie Barksdale, Angela Fowler, Anne Geyer, Shelby Irving, Gracie Mays,
Sheryl Moyer, Faith Stamps, Robert Warren, Frank Wickers*

No: (0) None

Presiding Officer: (1) Julie Brown (Presiding Officer votes only upon a Tie Vote in Roll Call)

Absent During Vote: (0) None

Absent During Meeting: (4) Gwen Edwards, Connie Fletcher, Ronald Merricks, Marie Young

The Board of Directors reconvened into Open Meeting at 6:21 pm.

NEXT BOARD MEETING

Chairperson Julie Brown presented reminder that the next Board Meeting will be held Thursday, September 17, 2015, 12:00 Noon.

ADJOURNMENT

Motion was made by Jessie Barksdale to adjourn the meeting. Robert Warren seconded, and the motion passed unanimously. Chairperson Julie Brown declared the Board Meeting adjourned at 6:22 pm.

Approved:



Julie Brown, Chairperson

9/17/15

Date