

**DANVILLE-PITTSYLVANIA COMMUNITY SERVICES
BOARD OF DIRECTORS
Thursday, June 29, 2017
Meeting Minutes**

The Regular Meeting of the Danville-Pittsylvania Community Services (DPCS) Board of Directors was held Thursday, June 29, 2017, in the Betty Whitehead, M.D., Board Room at 245 Hairston Street, Danville, Virginia.

BOARD MEMBERS PRESENT

Robert Warren, *Chairperson*
Jessie Barksdale, *Secretary*
Frank Wickers, *Member-At-Large*
Ronald Merricks, *Member-At-Large*
Michael Mondul

Julie Brown, *Past Chairperson*
Anne Geyer
Jacqueline Satterfield
Gracie Mays (by phone)

BOARD MEMBERS ABSENT

Shelby Irving, *Vice Chairperson*
Gwendolyn Edwards
Rufus Fuller III
Kimberly Van Der Hyde
Faith Stamps

STAFF MEMBERS PRESENT

Jim Bebeau, *Executive Director*
Sandy Irby, *Director, Behavioral Health Services*
Sara Craddock, *Director, Developmental Services*
Amanda Oakes, *Director, Prevention Services*
Jennifer Thompson, *Acting Director, Compliance and Information Systems*
Cindy Lewis, *Director, Human Resources*
Mary Beth Clement, *Director, Finance*
Carol Cundiff, *Executive Assistant*

CALL TO ORDER

Chairperson Robert Warren 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 Jessie Barksdale to adopt the Agenda as presented. The motion passed unanimously.

PRESENTATION OF BOARD MEMBER SERVICE AWARDS

City of Danville – Anne Geyer

Chairperson Warren recognized Anne Geyer for her dedicated service on the Board of Directors since 2008. A plaque was presented to Ms. Geyer in recognition for her nine years of service (2008-2017) to the Board and her commitment to the Agency's activities. Ms. Geyer

shared that she became involved with the Board when her son received services from the Agency and stayed to honor his memory.

Pittsylvania County – Dan River District – Ronald Merricks

Chairperson Warren recognized Ronald Merricks for his dedicated service on the Board of Directors since 2008. A plaque was presented to Mr. Merricks in recognition for his nine years of service (2008-2017) to the Board and his commitment to the Agency's activities. Mr. Merricks opined that the Agency is the best kept secret in Danville, a well-oiled machine, and stated that it was a joy to have been able to serve on the Board.

PROGRAM PRESENTATION

“New Horizons Day Camp” (Prevention Services)

Deborah Vaughan, Prevention Program Manager, gave a history of New Horizons Day Camp. Beginning in 1992, Prevention Services operated the camp in cooperation with the Virginia Skyline Girl Scouts' Camp Horizons at Camp Shawnee in Ringgold. Attendees were girls, aged 8 to 12, from families with substance abuse problems. The campers could register as Girl Scouts and earn patches, but they remained in a separate unit. Within a few years, New Horizons opened up to boys as well and was no longer limited to children from situations involving substance abuse. In 2004, Camp Shawnee was sold. New Horizons moved its base camp to Ballou Park in Danville and took its campers to visit various sites in the region such as the Martinsville Speedway and Virginia Museum of Natural History. In 2006, New Horizons moved to Camp Pitt in the northwestern section of Pittsylvania County. It now serves 40 at-risk boys and girls from the City and the County, and there is a waiting list of children wanting to attend. The camp operates Monday through Thursday, from 9:00 a.m. until 4:00 p.m., with transportation provided. A nurse and a lifeguard are present on site. The children enjoy fishing, swimming, crafts, sports, team-building exercises and other activities. For many of the campers, this is like a vacation.

Economic deprivation, family conflict, foster care, single parent homes, and homes with substance use/abuse problems are risk factors considered when campers are chosen. Referrals are made from organizations such as DPCS, Danville Redevelopment and Housing Authority, Big Brothers Big Sister, Boys and Girls Club, Social Services, public schools and other youth-serving groups. The camp still runs some substance abuse prevention programs.

Ms. Vaughan announced that she is retiring after 32 years with the Agency and that 2017 will be her final summer working with the camp. Mr. Bebeau and the Board members expressed their appreciation for her years of dedicated service.

APPOINTMENT OF NOMINATING COMMITTEE FOR FISCAL YEAR 2018

Chairperson Warren appointed Jessie Barksdale, Jacqueline Satterfield and Michael Mondul to the Nominating Committee for Fiscal Year 2018, with Mr. Barksdale designated as Chairperson of the Committee. Recommendation for the Fiscal Year 2018 appointment of Officers will be submitted for consideration at the August 24, 2017, Regular Board Meeting.

ACTION ITEMS

Minutes – May 18, 2017, Regular Board Meeting

Minutes of the May 18, 2017, Regular Board Meeting were distributed with the Board Packet for this Meeting. There was no request for amendment.

Motion was made by Ronald Merricks and seconded by Jessie Barksdale to approve the May 18, 2017, Minutes as presented. The motion passed unanimously.

Budget, Finance, and Operations Committee Report

Fiscal Year 2017 Budget Revision

The Fiscal Year 2017 Proposed Budget Revision for DPCS and explanation of major changes proposed by each Division were distributed in the Board Packet for this meeting. In the absence of the Budget Committee Chairperson, Jessie Barksdale reported that the Committee met June 6, 2017, to review the Proposed Budget Revision for the Total Agency. Prior to the Committee's June 6 meeting, the Board's program committees had reviewed and approved the proposed revisions for their respective service division. The Proposed Revision brings the expenditures in line with the projected revenues and is the Agency's best estimate of expenses for the remainder of the fiscal year. Mr. Barksdale presented recommendation of the Committee that the Board approve DPCS' Fiscal Year 2017 Proposed Budget Revision, setting the Agency budget at \$21,547,873 for Fiscal Year 2017.

Motion was made by Mr. Barksdale to approve DPCS' Fiscal Year 2017 Revised Budget in the amount of \$21,547,873, as recommended by the Budget, Finance, and Operations Committee. With no second required to motion made on behalf of the Committee, the motion passed unanimously.

Fiscal Year 2018 Budget

The Fiscal Year 2018 Proposed Budget for DPCS and explanation of major proposals by each Division were distributed in the Board Packet for this meeting. In the absence of the Budget Committee Chairperson, Jessie Barksdale reported that the Committee met June 6, 2017, to review the Proposed Budget for the Total Agency. Prior to the Committee's June 6 meeting, the Board's program committees had reviewed and approved the proposed budget for their respective service division. The Proposed Budget includes provisions for a two percent (2%) salary scale adjustment effective November 25, 2017, and a one percent (1%) merit raise on each employee's performance anniversary date. Mr. Barksdale presented recommendation of the Committee that the Board approve the Fiscal Year 2018 Proposed Budget for DPCS in the amount of \$22,796,178.

Motion was made by Mr. Barksdale to approve DPCS' Fiscal Year 2018 Budget in the amount of \$22,796,178, as recommended by the Budget, Finance, and Operations Committee. With no second required to motion made on behalf of the Committee, the motion passed unanimously.

Fiscal Year 2019 Performance Contract

The Fiscal Year 2019 Performance Contract between DPCS and the Virginia Department of Behavioral Health and Developmental Services (DBHDS) was distributed in the Board Packet for this meeting. This covers the second half of the two year contract period. The Performance Contract has three components—Exhibits, Administrative Requirements, and Partnership Agreement—as attached. The Exhibits include all mental health, developmental, and substance use services provided or contracted by DPCS that are supported by the resources described in the Contract. The Administrative Requirements and Partnership Agreement are identical for all Community Services Boards in Virginia.

The Board's Budget, Finance, and Operations Committee met June 6, 2017, to review the Contract, which incorporates changes as negotiated with the Performance Contract Committee established by DBHDS and the Virginia Association of Community Services Boards. The Performance Contract is DPCS' service plan, associated costs, and performance expectation. One of the significant changes that will be noticed on the quarterly Performance Contract Service Data Report is a new Psychiatric Services category. This category will report the medical services separate from outpatient services.

DBHDS requires the financial pages of the Performance Contract to conform to its Letter of Notification of Funding prior to being submitted to DBHDS on or before June 30, 2017. Jim Bebeau explained that, when the Board Packet was distributed, DBHDS had not issued a Letter of Notification concerning the Regional Funds for which DPCS is fiscal agent, but the letter was received by the Agency within the past couple of days. Mary Beth Clement stated that the total dollar amounts in the Contract information have not changed. There were some minor changes in what the Agency recorded as coming in from DBHDS and going out to other entities.

Mr. Barksdale presented recommendation of the Committee that the Board approve DPCS' Fiscal Year 2019 Performance Contract with DBHDS. The Committee further recommended that the Board authorize its Chairperson to approve any minor changes to the Contract required by DBHDS and sign the final version of the Contract along with the Executive Director.

Motion was made by Mr. Barksdale to approve the Fiscal Year 2019 Performance Contract between DPCS and DBHDS and authorize the Board Chairperson to approve any minor changes to the Performance Contract required by DBHDS and sign the final version, as recommended by the Budget, Finance, and Operations Committee. With no second required to motion made on behalf of the Committee, the motion passed unanimously.

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

Sara Craddock requested Board approval to submit application to the *Community Foundation of the Dan River Region* ("Community Foundation") for a grant in an amount not to exceed a total of \$15,000 and approval to accept the grant funds if awarded. The Community Foundation is a public charity that was established in 1996 with a goal of meeting a variety of

social, educational, cultural, and other charitable needs. The Foundation makes grants to nonprofit organizations throughout the Dan River Region

DPCS proposes to request funds for individuals with Intellectual or Developmental Disability who lack funding options for critical needs. Examples of critical needs include guardianship for individuals with the highest medical need and/or most profound disability and assistive technology/environmental modifications. The project would address other critical needs such as opportunities for social and emotional support as well as promote regular physical activity. Activities to be supported by this grant would include day support for people without waiver to attend Stonewall Recreation Center and to participate in YMCA exercise activities. Funding would create an opportunity for two individuals to attend Camp Virginia Jaycee for a week long session during the summer of 2018. DPCS would ensure individuals have access to transportation for these activities.

Motion was made by Jessie Barksdale and seconded by Mike Mondul to approve application to the Hughes Memorial Foundation for a grant in an amount not to exceed \$15,000, and approve acceptance of the funds if awarded. The motion passed unanimously.

DISCUSSION ITEMS

The Kevin Hines Story: Cracked Not Broken (Prevention Services)

Amanda Oakes announced that the Suicide Education Awareness & Support Coalition (SEAS), in partnership with DPCS' Prevention Services, will present *The Kevin Hines Story: Cracked Not Broken* on September 15, 2017, from 8:30 a.m. until 1:00 p.m. at the Institute for Advanced Learning and Research in Danville. Kevin Hines will share his story of hope and celebration of life. If any Board member would like to attend, DPCS will cover the \$20 registration fee.

Mr. Hines is a mental health advocate, global speaker, best-selling author, documentary filmmaker and entrepreneur who reaches audiences all over the world with his story of an unlikely survival and his strong will to live. Two years after he was diagnosed with bipolar disorder (at 19 years of age), he attempted to take his own life by jumping from the Golden Gate Bridge. He is one of only thirty-four (less than 1%) to survive the fall, and he is the only Golden Gate Bridge jump survivor who is actively spreading the message of living mentally healthy around the globe. Ms. Oakes stated that clips from some of his video presentations have been used in DPCS' Mental Health First Aid Training.

Hairston Street Campus Expansion Update

Jim Bebeau narrated a PowerPoint presentation summarizing actions taken to date and future plans for the Campus Expansion. Several lots adjacent to 245 Hairston Street were previously purchased and cleared of any buildings. The property at 146 Carolyn Court, including a large 6000 s.f. shop building, and an un-numbered lot on Joplin Street, totaling approximately four (4) acres, were purchased most recently for a price similar to the cost of building a new, smaller service center. The City agreed to abandon to DPCS the portion of Joplin Street located between Hairston Street and Central Boulevard. Once all eight (8) properties are consolidated into one parcel, the contiguous campus site will contain about 12 acres. The consolidated properties, purchased and buildings razed at a combined cost of \$990,000, will be sold to

Bellevue, Inc., for the Campus Expansion. This partnership was endorsed by DPCS and Bellevue in 2012 and financially identified in DPCS' Capital Improvement Plan. Bellevue will complete the construction project and DPCS will lease the property from Bellevue as it does with 245 Hairston Street. The Bellevue Board of Directors will meet on August 23 to review the project bids and decide on the contract award.

Before the construction project can begin, Bellevue must secure financing with First Citizens Bank and, with DPCS, review the existing lease for Hairston Street and renegotiate the terms of the lease based on the scope of the project. The negotiation will include an agreement that (1) DPCS will transfer the eight properties to Bellevue at a cost of \$990,000 for the project's development, with the details of the transfer identified in the lease; and (2) DPCS will make advanced lease payments to Bellevue up to a pre-determined amount, with the details of that arrangement identified in the lease. This agreement will allow DPCS to maintain a consistent annual operational budget.

In addition to the information shared above, Mr. Bebeau showed photos of the existing shop on Carolyn Court and explained the planned renovation, lay-out and use of that facility. Two new hydraulic lifts (one heavy duty) will be installed, along with a wash pit. Five bays will be used to service fleet vehicles and one bay will be set aside for maintenance and grounds. The remainder of the space will house several offices, a break room and storage, with the entire second floor being used as storage for the Agency. He stated that, in order to maintain adequate parking for staff and visitors, the system required to handle storm water run-off for the consolidated properties will be placed underground. He also presented a computer-generated aerial-view overlay showing how the finished project might look as compared to the current property. Board members were invited to view two architectural drawings that were on display in the Board room.

INFORMATION ITEMS

The following Information Items were addressed: Virginia Opioid Prevention, Treatment and Recovery Award (Prevention Services). After reviewing the information contained in the Board Packet, Chairman Warren asked about the opioid situation in the Danville area. Amanda Oakes shared that the Register & Bee recently did an article on this subject. The Agency has seen an increase in local opioid addiction, and the state and federal governments are putting resources into prevention, treatment and recovery and some harm-reduction efforts. Ms. Oakes said that Prevention Services is very fortunate to have the increased funding to get people into treatment and recovery and to use for additional prevention efforts in this area of concern.

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)(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 Individual Receiving Services

The motion was seconded by Jessie Barksdale and carried by the following Roll Call vote:

Vote: 8-0

Yes: (8) Jessie Barksdale, Julie Brown, Anne Geyer, Gracie Mays, Ronald Merricks, Michael Mondul, Jackie Satterfield, Frank Wickers

No: (0) None

Presiding Officer: (1) Robert Warren (Presiding Officer votes only upon a Tie Vote in Roll Call)

Absent During Vote: (0) None

Absent During Meeting: (5) Gwen Edwards, Rufus Fuller, Shelby Irving, Faith Stamps, Kim Van Der Hyde

The Board of Directors entered Closed Meeting at 6:18 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 *June 29, 2017*, 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 Jessie Barksdale and carried by the following Roll Call vote:

Vote: 8-0

Yes: (8) Jessie Barksdale, Julie Brown, Anne Geyer, Gracie Mays, Ronald Merricks, Michael Mondul, Jackie Satterfield, Frank Wickers

No: (0) None

Presiding Officer: (1) Robert Warren (Presiding Officer votes only upon a Tie Vote in Roll Call)

Absent During Vote: (0) None

Absent During Meeting: (5) Gwen Edwards, Rufus Fuller, Shelby Irving, Faith Stamps, Kim Van Der Hyde

The Board of Directors reconvened into Open Meeting at 6:31 p.m.

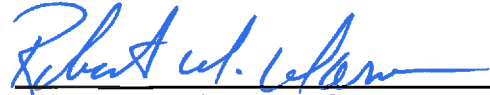
NEXT BOARD MEETING

Chairperson Warren presented a reminder that the next Board Meeting will be held Thursday, August 24, 2017, 5:30 p.m.

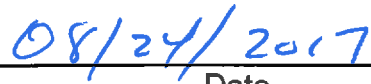
ADJOURNMENT

Chairperson Warren declared the Board Meeting adjourned at 6:32 p.m.

Approved:



Robert Warren, Chairperson



Date