

**DANVILLE-PITTSYLVANIA COMMUNITY SERVICES  
BOARD OF DIRECTORS  
Thursday, August 18, 2016  
Meeting Minutes**

The Regular Meeting of the Danville-Pittsylvania Community Services (DPCS) Board of Directors was held Thursday, August 18, 2016, in the Betty Whitehead, M.D., Board Room at 245 Hairston Street, Danville, Virginia.

**BOARD MEMBERS PRESENT**

Julie Brown, <i>Chairperson</i>	Rufus Fuller III
Robert Warren, <i>Vice Chairperson</i>	Gracie Mays
Jessie Barksdale, <i>Secretary</i>	Michael Mondul
Ronald Merricks, <i>Past Chairperson</i>	Sheryl Moyer
Shelby Irving, <i>Member-At-Large</i>	Jacqueline Satterfield
Gwendolyn Edwards	Frank Wickers

**BOARD MEMBERS ABSENT**

Anne Geyer, *Member-At-Large*  
Faith Stamps

**STAFF MEMBERS PRESENT**

Jim Bebeau, *Executive Director*  
Pat Burnette, *Executive Assistant*  
Sandy Stephenson, *Director, Behavioral Health Services*  
Sara Craddock, *Director, Developmental Services*  
Amanda Oakes, *Director, Prevention Services*  
Cindy Lewis, *Director, Human Resources*  
Mary Beth Clement, *Director, Finance*

**GUEST PRESENT**

Kimberly Van Der Hyde

**CALL TO ORDER**

Chairperson Julie Brown called the meeting to order at 5:32 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 Ronald Merricks and seconded by Robert Warren to adopt the Agenda as presented. The motion passed unanimously.*

**BOARD MEMBER APPOINTMENTS**

**City of Danville**

Chairperson Julie Brown announced appointments by Danville City Council to the DPCS Board of Directors:

- Rufus Fuller III – Part Term (July 1, 2016-June 30, 2017) to fill the unexpired term of Past Board Member Connie Fletcher
- Michael Mondul – First Term (July 1, 2016-June 30, 2019)
- Frank Wickers – Second Term (July 1, 2016-June 30, 2019)

## **Pittsylvania County**

Chairperson Julie Brown announced appointment by the Pittsylvania County Board of Supervisors to the DPCS Board of Directors:

- Jacqueline Satterfield – Part Term (July 1, 2016-June 30, 2018) representing the Staunton River District to fill the unexpired term of Vicki Pickeral

Chairperson Brown introduced Kimberly Van Der Hyde. At the September 6, 2016, Regular Meeting of the Pittsylvania County Board of Supervisors, Ms. Van Der Hyde will be considered for a First Term appointment (September 1, 2016-June 30, 2019) representing the Callands-Gretna District on the DPCS Board of Directors.

## **PROGRAM PRESENTATION**

### **Too Good for Drugs (Prevention Services)**

Deborah Vaughan, Prevention Program Manager, and India Hedgecock, Prevention Specialist-Contract, within DPCS' Prevention Services Division, presented an overview of the Too Good for Drugs (TGFD) program. DPCS received a three-year grant from the Virginia Foundation for Healthy Youth to utilize the evidence-based TGFD program in elementary classrooms in the City of Danville and Pittsylvania County. The program is designed to reduce risk factors and enhance protective factors related to alcohol, tobacco, and other drug use. TGFD introduces and develops social and emotional skills for making healthy choices, building positive friendships, communicating effectively, and resisting peer pressure. Elements of the program include lessons for 10 to 30 minutes one day a week; activities to reinforce concepts and skills; workbook for each child; music and puppets to promote interaction; and "Home Workouts: Exercises for Parents and Kids" to reinforce the skills taught.

Nine elementary schools were targeted for the TGFD program—kindergarten-second grades in the City of Danville and kindergarten-third grades in three elementary schools in Pittsylvania County—with the following goal and objectives:

- Goal – To prevent the use of tobacco products by youth
- Objective 1 – By June 30, 2016, 50% of participants who completed TGFD would increase their knowledge about the harmful effects of tobacco and other drugs as evidenced by pre- and post-test.
- Objective 2 – By June 30, 2016, from a random sampling of 10% of participants who completed TGFD, 20% would show improvement in at least two of the pro-social skills as evidenced by the Leader Behavior Observation Survey.

The TGFD program was an outstanding success, as evidenced by the evaluation results:

- Number of children served – 2,083
- Sessions completed – 158
- Objective 1 outcome – 74% increased their knowledge about the harmful effects of tobacco and other drugs
- Objective 2 outcome – 87% showed improvement in at least two of the pro-social skills

## **ACTION ITEMS**

### **Minutes – June 30, 2016, Regular Board Meeting**

Minutes of the June 30, 2016, 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 June 30, 2016, Minutes as presented; Sheryl Moyer seconded, and the motion passed unanimously.*

## **Nominating Committee Report**

### **Fiscal Year 2017 Slate of Officers and Executive Committee**

Jessie Barksdale, Chairperson of the Board's Nominating Committee for Fiscal Year 2017, presented recommendation of the Nominating Committee for the following Slate of Officers and Executive Committee members to serve for Fiscal Year 2017:

Chairperson	-	Robert Warren
Vice Chairperson	-	Shelby Irving
Secretary	-	Jessie Barksdale
Past Chairperson	-	Julie Brown
Member-At-Large	-	Frank Wickers
Member-At-Large	-	Ronald Merricks

There were no nominations from the floor.

*Motion was made by Jessie Barksdale to approve the Slate of Officers and Executive Committee members to serve for Fiscal Year 2017, as recommended by the Nominating Committee. With no second required to motion made on behalf of the Committee, the motion passed unanimously.*

### **Grant Application – Greensboro Science Center (Developmental Services)**

Sara Craddock requested Board approval to submit application to the *Greensboro Science Center* for a grant in an amount not to exceed a total of \$500, and approval to accept the grant funds if awarded. The *Greensboro Science Center* is a nonprofit organization with a mission of commitment to excellence in science education by providing the community with a dynamic, experiential, and family-focused attraction designed to inspire scientific curiosity and encourage personal discovery about life and the natural world. As some entities are unable to absorb the full admission price to visit the *Center*, a Group Visit Scholarship Assistance Fund exists for organizations to apply for financial assistance to offset the admission price. Grants are awarded twice per calendar year as in-kind passes valued at partial or total admission ticket prices. The *Center* is a popular destination for individuals enrolled in DPCS' Day Services Program. However, in order for DPCS to continue taking Day Services groups to the *Center*, this grant is necessary.

*Motion was made by Frank Wickers and seconded by Shelby Irving to approve application to the Greensboro Science Center for a grant in an amount not to exceed \$500, and approve acceptance of the funds if awarded. The motion passed unanimously.*

### **Grant Application – Knights of Virginia Assisting Citizens with Intellectual Disability (Developmental Services)**

Sara Craddock requested Board approval to submit application to *Knights of Virginia Assisting Citizens with Intellectual Disability (KOVAR)* for a grant in an amount not to exceed \$20,000, and approval to accept the grant funds if awarded. *KOVAR* is a Virginia Knights of Columbus Charity with a mission to provide financial assistance through grants to tax exempt organizations providing training and assistance to citizens with intellectual disability. DPCS' Day Services Center provides services for individuals with developmental and intellectual disabilities. Furniture is needed that will help make group spaces within the Center more functional and flexible for various activities, as well as more inviting aesthetically. More comfortable, less institutional furniture is preferred. Furniture being considered for purchase includes round tables with chairs, high top tables, recliners, rocking chairs, living room chairs, arm chairs, media cabinet, and conference table. DPCS would purchase the furniture through Butler Woodcrafters, Inc., which offers *KOVAR* grant applicants a 22% discount from its current price list on all furniture lines.

*Ronald Merricks made motion to approve application to KOVAR for a grant in an amount not to exceed \$20,000, and approve acceptance of the funds if awarded. Jessie Barksdale seconded, and the motion passed unanimously.*

## **DISCUSSION ITEMS**

### **Keen Street Conversion Project Update (Developmental Services)**

Sara Craddock reported update on the Keen Street Group Home renovation project to convert the home to an Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF/IID). Over the past several months, DPCS worked with Hughes and Associates Architects and Engineers Company to finalize plans outlining the updates that will need to be made to the Group Home in order to adhere to requirements outlined in the Department of Medical Assistance Services Nursing Facilities Manual and Life Safety Code requirements outlined through the National Fire Protection Agency. Bids for construction were submitted, and DPCS selected R. L. Price Construction, Inc., of Salem, Virginia, which was lowest bidder and able to execute the required renovations for this project. A pre-construction meeting was held July 18, 2016, with representatives from R. L. Price Construction, Inc.; Hughes and Associates Architects and Engineers Company; and DPCS. The timeline for the project will be approximately 60 days once renovations begin. The renovations will occur during dates and times that will diminish the impact on the eight individuals currently living in the home. The newly renovated facility will continue to house the current residents. Plans for the demolition work and for the new construction work were presented for the Board's viewing

### **Virginia Department of Behavioral Health and Developmental Services Dashboard – Fiscal Year 2016 Third and Fourth Quarters (Behavioral Health and Developmental Services)**

The Virginia Department of Behavioral Health and Developmental Services (DBHDS) Dashboard includes performance data for Virginia's 15 State Facilities and 40 Community Services Boards. The data is a performance measure of the unique services for which each is responsible. Sandy Stephenson and Sara Craddock presented an overview of the Dashboard – Fiscal Year 2016 Third and Fourth Quarters performance measures and analysis of DPCS' Behavioral Health and Developmental Services data. The overview identified the positive efforts and the challenge areas from a quality improvement perspective.

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

Jim Bebeau announced the VACSB Public Policy Conference to be held October 5-7, 2016, in Charlottesville. The 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 1 so that DPCS may comply with the registration deadline.

## **INFORMATION ITEMS**

The following Information Item, as distributed with the Board Packet for this meeting, was addressed.

### **Crisis Intervention Team Train the Trainer Class (Behavioral Health Services)**

Melanie Tosh, Director of Adult Clinical Services within DPCS' Behavioral Health Services Division, is actively involved with the Danville-Pittsylvania Crisis Intervention Team (DPCIT) and recently partnered with Marshall Farley, Piedmont Crisis Intervention Team Coordinator, to provide CIT *Train the Trainer* classes to existing CIT officers in our local community as well as Martinsville, Virginia. A *Train the Trainer* class was held June 6-8, 2016, at the Piedmont Regional Police Academy. Officers from Pittsylvania County and the cities of Danville, Martinsville, Rocky Mount, and South Boston participated in the training. Four additional officers were trained as instructors, bringing the total number of trainers in the Danville-Pittsylvania County area to 40. Officers must have completed the 40-hour Basic CIT course in order to become trainers.

The *Train the Trainer* class provides opportunity for officers to learn the CIT teaching standard taught across the State of Virginia. The CIT program provides our community and law enforcement the foundation necessary to promote community and Statewide solutions to assist individuals with a mental illness. The CIT Model reduces both stigma and the need for further involvement with the criminal justice system. CIT provides a forum for effective problem-solving regarding interaction between the criminal justice system and mental health care system and creates the context for sustainable change. The basic goals of CIT are to improve officer and individual safety and redirect individuals with mental illness from the judicial system to the health care system.

DPCIT continues to grow in its partnership between law enforcement and mental health providers with an increasing number of officers trained. To date, DPCIT has trained 242 police officers, correction officers, and mental health clinicians. Discussion was held on the success of the CIT program in our community, as evidenced by our law enforcement partners utilizing both CIT and hostage negotiation skills in negotiation situations.

### **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)(15) Code of Virginia, 1950, as Amended, for discussion or consideration of medical and mental health records,*

*Subject: Treatment Provided to Individuals Enrolled in Services at  
Danville-Pittsylvania Community Services*

*Purpose: Investigative Report Regarding Individual Receiving Services*

and

*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*

*The motion was seconded by Sheryl Moyer and carried by the following Roll Call vote:*

*Vote: 11-0*

*Yes: (11) Jessie Barksdale, Gwendolyn Edwards, Rufus Fuller III, Shelby Irving, Gracie Mays, Ronald Merricks, Michael Mondul, Sheryl Moyer, Jacqueline Satterfield, 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: (2) Anne Geyer, Faith Stamps*

*The Board of Directors entered Closed Meeting at 6:19 pm.*

*At 6:34 pm, Rufus Fuller III left the Closed Meeting.*

### **Return to Open Meeting/Certification of Closed Meeting**

*Michael Mondul 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 18, 2016, 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 Ronald Merricks and carried by the following Roll Call vote:*

*Vote: 10-0*

*Yes: (10) Jessie Barksdale, Gwendolyn Edwards, Shelby Irving, Gracie Mays, Ronald Merricks, Michael Mondul, Sheryl Moyer, Jacqueline Satterfield, 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: (1) Rufus Fuller III*

*Absent During Meeting: (2) Anne Geyer, Faith Stamps*

*The Board of Directors reconvened into Open Meeting at 6:36 pm.*

#### **NEXT BOARD MEETING**

Chairperson Julie Brown presented reminder that the next Board Meeting will be held Thursday, October 20, 2016, 5:30 pm.

#### **ADJOURNMENT**

Chairperson Julie Brown declared the Board Meeting adjourned at 6:37 pm.

Approved:



Robert W. Warren, Chairperson

10-20-2016

Date