

**Rappahannock Rapidan Community Services
Executive Committee Meeting
Tuesday, June 5, 2018 – 1:00 pm**

MINUTES

Members Present: Elizabeth Davis, Robert Weigel, Ann Baumgardner, Marcia Brose

Members Excused: Robert Legge

Staff Present: Jim LaGraffe, Deanne Cockerill, Jeanette Nord

1. Call to order: Robert Legge, Chair
In the absence of the Chair, Vice-Chair Elizabeth Davis called the meeting to order at 1:00 pm.

2. Review of agenda: Additions / Deletions
Addition: Succession of the Board Chair and Madison County appointee to the Executive Committee
 - *How to handle nominations*
 - *Potential change in Executive Committee composition**Addition: Resolution for the Board to add Jim LaGraffe as one of the directors for the Group Home Corporations*

A motion was made by Robert Weigel and seconded by Marcia Brose to approve the additions to the agenda. The motion was unanimously approved as presented.

3. Resolution for the Board to add Jim LaGraffe as one of the directors for the Group Home Corporations
Jim reported he needs to be added as one of the directors for the Group Home Corporations and suggested we may need to review the bylaws to determine who can be designated as an officer to ensure we are in compliance.

4. Succession of the Board Chair and Madison County appointee to the Executive Committee
Jim has been in conversation with the Madison County Administrator regarding a change in the Madison representation of our Board of Directors. We will receive notification of a new appointee, which is anticipated to be before the next Board meeting.

There was continued discussion on educating our county representatives on the value of the services the CSB and Aging programs provide.

Rappahannock Rapidan Community Services
Executive Committee Meeting
Tuesday, June 5, 2018 – 1:00 pm

Jim distributed copies of the current bylaws which were revised October 2017 and reviewed the succession of officers of the Board. After discussion, it was determined a notice will be sent to all Board members of the intent to elect a Board Chair at the next meeting. We will accept nominations for the position at the opening of the Board session and proceed with a vote. If the election of the new Board Chair creates a subsequent vacancy, we will repeat the process in order to ensure all officer vacancies are filled. In addition, we need to review the procedures for the executive committee membership and ensure it has representation from all counties.

3. Crisis Intervention Assessment Center Update

Jim reported updates on the incident at the CIT Center noting an internal investigation is almost complete and he has maintained communication with the stakeholders. In addition, we have received recommendations from a site evaluation for increased safety measures. At this time the center remains closed and we continue to explore options for re-opening. He has scheduled a meeting with the CIT Steering Committee for next week, including other stakeholders in the conversation. He noted appreciation for the positive response he has received from the press and local law enforcement.

4. State Budget Update

The State budget was passed and includes Medicaid expansion. For our counties, it is projected that Culpeper will gain 1900 people, 1600 in Fauquier, 700 in Madison, 1200 in Orange and 300 in Rappahannock. This has the potential for an opportunity of increased CSB visibility in the communities. There will be a significant financial impact on the CSB; however, the logistics of the impact are not fully known at this time. We are aware that our state funding will be decreased; however, it is hopeful that the ability to bill Medicaid directly for services will provide the opportunity to recoup funds.

Anna McFalls provided an update on the FY19 budget process. We have not received letters of notification from our major funding sources, as well as from several of the localities. In addition, we are uncertain of the impact of the Medicaid expansion. Although there is funding uncertainty, we still have to move forward with passing our budget, knowing we will be making adjustments in the fall based on the final funding dollars received. We will send a budget packet with the budget notes, consolidated budget, and individual program budgets for Board members to review prior to the June 12 presentation. Her presentation will be financials, whereas Jim's presentation on June 26 will represent the programmatic side of the agency.

5. Called Board Meeting – June 26th at 2:30pm (in place of the Administrative Services Committee meeting)

Jim will present the budget with a vote for budget approval to follow.

Rappahannock Rapidan Community Services
Executive Committee Meeting
Tuesday, June 5, 2018 – 1:00 pm

6. Fauquier Renovation Project Update

Jim met with the County Administrator, Path Foundation and Architects last week regarding the Fauquier Renovation Project. It was determined that the original purchase and renovation costs are not feasible at this time; therefore, there is a discussion of a new proposal of a partnership with RRCS and Fauquier County to purchase the proposed office building and renovate it, including ADA accessibility items, without the proposed expansions. He reviewed the anticipated costs with participation by the County and the PATH Foundation. The Committee was in agreement to continue to have the discussions, consider having an appraisal on the building and engage the architect in the planning process. The questions of ownership/partnership/leases will be researched and Jim will keep the Committee informed of the progress.

7. REACH Homes Updates

Jim will e-mail updates to the Committee.

8. Executive Director Evaluation Process and Potential Retreat lead by Maryfrances Porter
Jim has had a conversation with Maryfrances based on feedback he has received since her presentation. He noted the desire for continued focus upon on our organization's dual role of the CSB and Area Agency on Aging, inclusion of agency Senior Management Team in the process and the requirement to exit the Board retreat with a framework for an effective Executive Director Evaluation.

There being no further business, the meeting adjourned at 3:30 pm.