



Rappahannock Rapidan Community Services

Regular Board Meeting
February 12, 2019 at 1:00pm

MINUTES

Members Present: Pat Balasco-Barr, Ann Baumgardner, Eve Brooks, Marcia Brose, Elizabeth Davis, Amber Foster, David Francis, Chris Jenkins, Dawn Klemann, Jack Ledden, Donald Lovelace, Demaris Miller, Valerie Ward, Robert Weigel

Members Excused: Clare Lillard

Staff Present: James LaGraffe, Ryan Banks, Anna McFalls, Jeanette Nord

1. **Call to Order** — Board Chair, Elizabeth Davis
Elizabeth Davis called the meeting to order at 1:00pm.
2. **Moment of Silence**
3. **Introduction of David Francis, Orange County Board Member**
Elizabeth Davis introduced Mr. David Francis, Board Member, Orange County, after which Mr. Francis shared his background.
4. **Agenda Review** — Board Chair, Elizabeth Davis
 - Additions/Deletions
 - a. Closed Session – Executive Director’s Contract Renewal

ACTION: *A motion was made by Demaris Miller and seconded by Robert Weigel to approve the agenda with the addition of a closed session regarding the Executive Director’s contract renewal. There being no further discussion, the Board voted unanimously to approve the agenda with the addition of the motion.*
5. **Board Chair Remarks / Announcements**
Elizabeth briefed Board members on the new committees, noting that the Development Committee met prior to this meeting.
6. **Public Comment**
None.
7. **Employee Recognition**
Jim LaGraffe recognized Lisa Alvarez and Derrell Small from Crisis Services, and Patricia Strickland from Clinical Services for providing exceptional service.

8. People Who Care Awards

Jim presented the People Who Care Award to Sue Frazier (IT Support), Damen Anderson (IT Support), Erika Marshall (Culpeper Clinic), Brian Simpson (Quality Analyst) and Laurie Dodson (Quality Analyst).

9. Corrections / Review / Approval of Minutes

- January 8, 2019 Board Meeting Minutes

ACTION: *A motion to approve the January 8, 2019 Board meeting minutes was made by Dawn Klemann and seconded by Demaris Miller. There being no further discussion, the Board voted unanimously to approve the motion.*

10. Closed Session

- Discussion on Personnel

ACTION: *Elizabeth Davis moved that the Board enter into closed session for the purpose of discussing issues relating to personnel. This motion is made pursuant to Virginia Code Section 2.2-3711, Paragraph A, Subsection 1.*

After reconvening the open session, Jim polled each Board member, asking, "To the best of your knowledge, do each of you certify that only public business matters lawfully exempted from the open meeting requirements under existing Virginia law, and only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed, or considered by the Board in the closed session just held?" Each Board member present responded as follows:

<i>Pat Balasco-Barr</i>	<i>Yes</i>	<i>Dawn Klemann</i>	<i>Yes</i>
<i>Ann Baumgardner</i>	<i>Yes</i>	<i>Clare Lillard</i>	<i>Absent</i>
<i>Eve Brooks</i>	<i>Yes</i>	<i>Jack Ledden</i>	<i>Yes</i>
<i>Marcia Brose</i>	<i>Yes</i>	<i>Donalda Lovelace</i>	<i>Yes</i>
<i>Elizabeth Davis</i>	<i>Yes</i>	<i>Demaris Miller</i>	<i>Yes</i>
<i>Amber Foster</i>	<i>Yes</i>	<i>Valerie Ward</i>	<i>Yes</i>
<i>David Harris</i>	<i>Yes</i>	<i>Robert Weigel</i>	<i>Yes</i>
<i>Chris Jenkins</i>	<i>Yes</i>		

ACTION: *A motion to approve the Executive Director's contract was made by Demaris Miller and seconded by Robert Weigel. There being no further discussion, the Board voted unanimously to approve the motion.*

11. Executive Director Report

Fauquier Facility Update

We have received notice that the suggested modifications to the original plans are acceptable to the Code officer. It is expected that the project will go to bid shortly. Fauquier County has offered to provide the project management with our consultation.

REACH Homes

The following updates to the Reach Homes has been provided by Brian Duncan, who is managing the project.

During the month of January the following activities have been completed:

- Construction is proceeding reasonably on schedule, with unprecedented amounts of rain being the major factor impeding site work and the installation of drain fields at both locations. Planning to address this in February providing some reduction in the amount of rain takes place. Interior work continues with utility power scheduled to be turned on within the next week at both locations.
- Planned turnover date to owner / operator is now March 17.
- Second walk-through review for Easter Seals is scheduled for February 5.
- Appliances are scheduled for delivery on February 26.
- Lease and Funding Agreements have been finalized and are currently being executed by all parties.

Virginia Association of Community Service Boards Executive Meeting and the DBHDS Regional Advisory Workgroup

Jim LaGraffe attended the Regional Advisory Group meeting on January 4th in Charlottesville. He has been selected to represent the Region 1b sub-region on the workgroup.

The meeting was called by DBHDS Commissioner Dr. Hughes Melton to better facilitate the implementation of the STEP-VA plan to improve behavioral health services in Virginia.

The January 4, 2019 meeting focused on improving communication with the Department on Community Services Boards. The Commissioner responded to a letter drafted and endorsed by VACSB and its membership, detailing a pattern of the Department's failure to acknowledge and communicate effectively with the VACSB membership.

Additionally, there was further clarification and discussion on CSB requirements in detailing their implementation of STEP-VA step 2 concerning Primary Care Screenings for individuals served in the CSB system.

Submission of STEP-VA step 2 plan

On January 17, 2019 we submitted our proposal as part of Region 1 to begin implementation of Primary Care Screenings for individuals supported by RRCSB.

We have received feedback that our implementation plan has been primarily accepted with minor clarifications. We will begin the process to have the program operational by July 1, 2019.

Human Resources Director search

Interviews for the newly restructured Human Resources Director position are ongoing and very positive. Second round interviews are scheduled for February 20 and 21st.

Proposal to Fauquier Hospital

We have been asked and submitted a proposal to Fauquier Hospital to provide screenings and conduct the bed search process for individuals voluntarily seeking inpatient hospital support. A follow-up meeting with hospital leadership is scheduled for Friday February 8, 2019.

Expansion of LINK

We have been contacted and are initiating the provision of the LINK program in Rappahannock and Orange counties.

Bradford Road Administrative office

We have obtained drawings for the renovations of the Bradford Road main office lobby and installation of additional security features including a key fob style system. These renovations and installation are possible due to a PATH Foundation grant.

12. Amendments to By-Laws

Jim briefly reviewed the amendments to the by-laws as presented at the January 8th Board meeting.

ACTION: *A motion was made by Pat Balasco-Barr and seconded by Chris Jenkins to approve the amendments to the by-laws. There being no further discussion, the Board voted unanimously to approve the amendments.*

13. Committee Reports to the Board of Directors

- Executive Committee: Chair's report

Elizabeth Davis, Chair, noted that the Executive Committee met on February 5th and discussed the possibility of working with a local coalition to provide housing and treatment for individuals connected to the opioid crisis. Jim added that discussion is ongoing with regard to providing crisis assessment for Fauquier Hospital. He also noted that he has been asked to support local harm reduction initiatives, adding that he will contact local law enforcement to discuss them. Board members also discussed provision of health care services throughout the community. Jim reported that he will reach out to a representative at the Department of Health to provide a presentation to Board members on prevention efforts and harm reduction programs and what they will entail.

- Finance/Administrative Services Committee: Chair's report

Pat Balasco-Barr, Chair, recommended that Board members review the minutes from the January 22nd meeting and refer any questions to her.

- Program Committee: Chair's report

Ann Baumgardner, Chair, recommended that Board members review the minutes from the January 22nd meeting and refer any questions to her. She added that the program summaries are a good start to collaborating with RRCS' Division Directors in helping Board members advocate for our services.

14. Other Business

None.

15. Announcements (members and staff)

None.

16. Call to Adjourn

There being no further business, the meeting was adjourned at 2:18pm.