



Rappahannock Rapidan Community Services

Regular Board Meeting
April 9, 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, Donalda Lovelace, Demaris Miller, Valerie Ward, Robert Weigel

Members Excused: Clare Lillard

Staff Present: James LaGraffe, Ryan Banks, Henry Eggleston, Ray Parks, Jeanette Nord

Others Present: Cathy Robare, Group Home Supervisor, Locust Grove Group Home

1. Call to Order — Board Chair, Elizabeth Davis

Elizabeth Davis called the meeting to order at 1:03pm.

2. Moment of Silence

3. Agenda Review – Board Chair, Elizabeth Davis

- Introduction of Dr. Henry Eggleston, RRCS' Human Resources Director
With this addition, the Board consented to adopt the new agenda.

4. Employee Service Awards

Jim LaGraffe presented service awards to formally acknowledge the contributions employees have made to the organization.

5. Corrections / Review / Approval of Minutes

ACTION: *A motion to approve the March 12, 2019 Board meeting minutes was made by Marcia Brose and seconded by Chris Jenkins. There being no further discussion, the Board voted unanimously to approve the motion.*

6. Board Chair Remarks / Announcements

Elizabeth commented on RRCS' 2018 Annual Report and asked about its distribution. Jim said he plans to give it to local Boards of Supervisors and other community offices.

7. Piedmont CRUSH Town Hall on April 11th

On April 11th, Jim will participate in the CRUSH (Community Resources United to Stop Heroin) Town Hall at the Brandy Station Fire Department in Culpeper for a candid conversation about what's

being done to battle the opioid epidemic in our region. The meeting is an educational forum to discuss the impacts of opioid use throughout the area.

8. Introduction of Henry Eggleston to Board Members

Jim introduced Dr. Henry Eggleston, RRCS' Human Resources Director, to Board members.

9. Executive Director Report

REACH Homes

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

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

- Construction has proceeded well during the month of March. Rain clearing during the past 3 weeks has allowed for the installation of both drain fields. Both locations are nearing completion with final inspections from both the owner / architect and local building officials planned for the next one to two weeks.*
- Occupancy Permits should be issued shortly after final inspections but there can be unanticipated items that arise during finals that delay this. No significant issues are anticipated and the builder has been working closely with local officials during the entire project.*
- Representatives from the RRCS Board of Directors and Jim LaGraffe, Executive Director have visited both homes.*
- Easter Seals leadership has visited on multiple occasions during March.*
- All leases and DBHDS Funding Agreements are fully executed.*
- Phone/Data connections were ordered over six months ago but work orders are not acted upon until the power company completes their work. Both sites are scheduled for phone/data connections with a commitment by mid-April for Guinn Lane. We are still pending a firm date for Mt. Zion.*
- Final walkthroughs are scheduled for April 22nd.*

DBHDS STEP-VA Regional Advisory Workgroup

Jim LaGraffe attended the Regional Advisory Group meeting on March 14th in Radford, VA.

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 March 14, 2019 meeting focused upon Outpatient Services and Crisis and Emergency Services.

Implementation of Primary Care Screening

Step 2 of STEP-VA. We have begun planning for implementation of Primary Care Screenings as approved in our plan submission. It is our intention to have the program operational by July 1, 2019.

Human Resources Director

Dr. Henry Eggleston began with the agency on April 1, 2019.

Bradford Road Administrative office

We have received an initial estimate for the renovation of the administrative lobby at Bradford Road.

Update on Satellite Offices

Support Coordination staff have begun being scheduled in Madison and Rappahannock County locations.

Fauquier County Sherriff's Office

We have been contacted by the Fauquier County Sherriff's Office regarding providing a proposal to offer Substance Use Services in the Fauquier County Jail.

A proposal is currently in development.

Updates on SUD Housing

We have continued to meet with interested parties in Fauquier and Culpeper Counties to seek opportunities for development of housing options for individuals in recovery. Two locations have been preliminarily identified as options. Discussions are ongoing.

Update on Fauquier Clinic

Bid packets are completed. Building permit applications were to be submitted by April 8th.

Budget Preparation Update

Meetings with departmental leadership and financial staff have continued in preparation of fiscal year 2020's budget.

National Council on Behavioral Health Conference

Jim LaGraffe and Ryan Banks attended the National Council on Behavioral Health Conference in Nashville, TN from March 25th to the 27th. We were able to attend thanks to a generous offer by The PATH Foundation. The Conference focused on best practices in behavioral Health and Substance Use Disorders.

10. Board Resolution: Authorizations for Banking Activities

Jim briefed Board members on a resolution granting authorization to Anna McFalls and James LaGraffe to act on and sign documents in the name of RRCSB.

ACTION: *A motion to approve the resolution was made by Marcia Brose and seconded by Amber Foster. There being no further discussion, the Board voted unanimously to approve the motion.*

11. Committee Reports to the Board of Directors

- Development Committee Report

Eve Brooks briefed Board members on the committee's discussion on a board orientation day where Board members can review critical areas of programming, best practice models, and funding for programs.

- Executive Committee Report

- ◆ Action Item: Approval of Health Benefits Package

Jim reminded Board members about the presentation in March by OneDigital on RRCS' health benefits renewal and briefed everyone on the agency's current proposal. Committee members discussed current rates and the upcoming open enrollment beginning in July. Chris Jenkins noted his concern regarding RRCS' budget process with regard to health insurance and staffing.

ACTION: *A motion to approve the proposed RRCS Health Benefits Package was made by Demaris Miller and seconded by David Francis. There being no further discussion, the Board voted unanimously to approve the motion.*

- ◆ Action Item: Approval of Reinstatement of ITC Supervisor Position

Jim explained that with the impending retirement of RRCS' Children's Services Program Manager, we need to reinstate an ITC Supervisor position. She briefed participants on the current supervisor's duties and detailed the responsibilities for the reinstated position.

ACTION: *A motion to approve the reinstatement of the ITC Supervisor position was made by Demaris Miller and seconded by Marcia Brose. There being no further discussion, the Board voted unanimously to approve the motion.*

- Administrative Services Committee Report

- ◆ Action Item: Approval of FY2019 Budget Revision

Pat Balasco-Barr briefed Board members regarding the discussion on the FY19 budget revisions. Jim explained the revisions and answered questions regarding changes.

ACTION: *A motion to approve the FY2019 Budget Revision was made by Elizabeth Davis and seconded by Jack Ledden. There being no further discussion, the Board voted unanimously to approve the motion.*

- Program Committee: Chair's report

Anna Baumgardner noted the committee's discussion on impacts of and efforts to address area-wide homelessness, as well as ongoing staffing concerns in the organization. She was informed, however, that two of the positions discussed during the committee meeting have since been filled.

12. Public Comment

None.

13. Other Business

Board members discussed ways to get the word out on RRCS' services, upcoming discussion forums, and efforts to address the most pressing issues within the community.

14. Announcements (members and staff)

Elizabeth noted that the Virginia Association of Community Services Boards (VACSB) will be hosting a Development & Training Conference from May 1-3, 2019. Jim reported that RRCS staff will be attending.

Jack Ledden reported that the Great Meadow Foundation is hosting a Champions for Children 5K run on Saturday, April 13th. In addition, he thanked Jim for attending a recent Social Services Advisory Board meeting to update members on the community REACH homes.

15. Call to Adjourn

There being no further business, the meeting was adjourned at 2:32 pm.