

December 20, 2022

The Middle Peninsula Northern Neck Community Services Board (CSB) held a Board meeting on December 20, 2022 at the Essex Counseling Center in Tappahannock, Virginia.

BOARD MEMBERS PRESENT

Kathryn Knoeller	Edith Turner
Antenette Stokes	Rosalyn Trent
Pratt Haynie	Darryl Pirok
Matt Kite	David Parr

BOARD MEMBERS ABSENT

Maria Jones
Travis Martin

STAFF PRESENT

Linda Hodges - Executive Director
Joanne Brown - Director of Clinical Services
Ken Hickman - Director of Finance
Erich Campbell - Director of IT
Alicia Dillon – Director of ID/DD Services
Amanda Campagnola –Director, Community Based Services
Larry Kight – Director of Operations (ZOOM)
Emily Eanes – Director, Youth and Family Services (ZOOM)
Cheryl Matteo-Kerney – Director of Prevention Services (ZOOM)
Alex Schick – Administrative Assistant
Brenda Taylor – Administrative Assistant (ZOOM)
Gail Slaughter – Administrative Assistant
Perryann Whitehurst – Administrative Assistant
B – ZOOM

Ms. Knoeller called the meeting to order. A quorum was present. Ms. Jones had let Ms. Hodges know that she would not be able to attend the Board meeting today.

Guests – Ms. Hodges introduced Joanne Brown, Director of Clinical Services, Erich Campbell, IT Director, Alicia Dillon, Director of ID/DD Services, Ken Hickman, Director of Finance, Amanda Campagnola, Director of Community Based Services, and Alex Schick, Administrative Assistant.

Public Comment – There was no public comment.

Agenda Additions – Ms. Hodges added an item from ID/DD Services.

Dr. Pirok thanked Ms. Hodges for inviting him to attend her presentation to the Middlesex Board of Supervisors on opioid abatement funding.

Minutes – Mr. Haynie moved the minutes from the October 18, 2022 Board meeting be approved. Dr. Pirok seconded the motion which passed unanimously.

Executive Director's Report –

VACSB – Ms. Hodges said that each Board member received a VACSB folder which contained a report of services provided in their county for the last fiscal year. The folder also included a Statement of Economic Interest form with instructions, the VACSB annual report, and contact information for legislators.

JLARC – The Joint Legislative Audit and Review Committee (JLARC), conducted a study on CSBs. Key takeaways from the study were: there was no recommendation to restructure the CSB system; seriously mentally ill individuals improve when in the CSB system; staffing is an issue; and compensation is an issue.

VACSB Conference – The VACSB Legislative Conference will be held January 17 and 18 in Richmond. Anyone interested in attending should contact Ms. Slaughter.

Number of Individuals Served Report - Board members received a report in their VACSB folder with the number of individuals served, by service, in their county. They also received a report of the totals per county. Ms. Hodges said that while there were challenges with staffing, the report shows that we did well.

Opioid Abatement – Ms. Hodges said that she has been going to the county Board of Supervisors meetings to ask for money that they will receive from opioid abatement. She has been told not to be in a hurry to spend the money and for the counties to work together. The money can only be spent on certain things.

VACSB Annual Report – We received those reports today. There is a highlight in the report of a MPNN CSB individual.

Statement of Economic Interest – Our auditors have said that all members who serve on a public Board has to complete a Statement of Economic Interest annually. Ms. Hodges said the report is due to the Administrative office by January 27. Two Board members said they had been given this form when appointed to the CSB. Mr. Kite said he believes the completed forms need to be sent to the county the Board member represents. After discussion, Ms. Hodges said she would find out where the completed forms need to be sent.

Motivational Interviewing Training – Ms. Hodges said a grant was received to provide this training throughout the counties with our partners. There were 3 days of trainings. There will be funds left over. It was suggested that a lunch and learn be held for people with disabilities and for human services individuals.

Suicide Prevention Walk – The walk was held November 12 in Gloucester. Approximately 120 people attended. Ms. Hodges thanked Ms. Matteo-Kerney and her staff for organizing this event.

Chesapeake and UVA Tragedies - Ms. Hodges said that she reached out to offer debriefings and assistance for both tragedies.

Employee Recognition Event – We are looking at holding an event in the spring. Ms. Hodges noted that the 50th anniversary of the CSB will be coming up.

Board Governance Training – The training will be held March 8 from 2:00 – 6:00 p.m. at the Essex Counseling Center. Board members will attend in person. The training will be done virtually. More information will be coming.

ID/DD Trip – In October, 10 individuals from 3 group homes and staff went on a trip to Natural Bridge.

Mr. Haynie asked about beds at state hospitals. Ms. Hodges said this continues to be a big problem. The Governor has appointed a task force to look into this issue. She said that Daniel Herr, Eastern State Hospital Chief Executive Officer/Director, met with CSB staff. Good things will come from this meeting.

Licensure Reviews/Audits –

There was an HMS audit review of substance abuse services. They found 1 overbilling error. We will be paying back DMAS \$247.

Executive Committee – The Executive Committee had met twice. There are 3 items on the agenda today from those meetings.

Policy on Ex Officio Members – The Committee reviewed a draft policy on Ex Officio members. Ms. Stokes asked that consideration be given to adding the following statement to the policy: “The ethics of an ex-officio member shall be equal to those of an appointed Board Member.” Mr. Haynie moved that the statement be added to the policy. Ms. Turner seconded the motion, which passed unanimously. Mr. Parr moved approval of the Ex Officio policy, with the added statement. Mr. Haynie seconded the motion, which passed unanimously.

Appointing an Ex Officio Member - The Executive Committee recommended that Alice Coates be appointed as an Ex Officio member, effective January 1, 2023. Ms. Turner seconded the motion, which passed unanimously.

Granting 4 Hours of Leave – Ms. Hodges explained that 4 hours of leave was already given for December 22, 2023. The Executive Committee recommended approval of granting an additional 4 hours of leave for that day. Mr. Parr seconded the motion, which passed unanimously.

Board Communication with Staff – Video – The Executive Committee wanted to show that everyone was working together and that the Board was aware of concerns. Ms. Stokes put together a video. Ms. Hodges will send the video to all staff with an end of year message. On behalf of the Executive Committee, Mr. Haynie recommended that the video, which represents the full Board, be sent to all staff. The motion passed unanimously.

Nominating Committee - The Nominating Committee consisted of Mr. Parr, Dr. Pirok, and Ms. Jones. Mr. Parr presented the following slate of officers (as all officers were willing to continue to serve):

Kathryn Knoeller – Chair
Antenette Stokes – Vice Chair
Rosalyn Trent – Middle Peninsula representative
Pratt Haynie – Northern Neck representative

There were no other nominations from the floor.

On behalf of the Nominating Committee, Mr. Parr moved approval of the slate of officers as presented. Dr. Pirok seconded the motion, which passed unanimously.

Finance Committee - Mr. Hickman reviewed the financial report for the year ending June 30, 2022, prepared by Robinson, Farmer, and Cox Associates. He said that it is a consolidated financial report. There were no deficiencies. Ms. Hodges said that we are continuing to move forward financially in a positive manner. She said that she was committed to not be an agency on a financial roller coaster.

Human Resources Committee – Ms. Hodges said we are moving closer to hiring a new Director of Human Resources.

Other – Ms. Hodges said that we have a new interface with Indeed and the receipt of applications has increased by 40%.

Adjourn – There being no further business, the meeting adjourned.

Gail Slaughter
Recorder