

DISTRICT 19 COMMUNITY SERVICES BOARD
MENTAL HEALTH, INTELLECTUAL DISABILITY and SUBSTANCE USE SERVICES

20 W. Bank Street - Suite 7 • Petersburg, Virginia 23803

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Jennifer Tunstall, LCSW
Executive Director

Melissa DeVault, MS
Director of Operations

District 19 Community Services Board held a special meeting of the Board of Directors on Thursday, August 5, 2021 at 5:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

- I. The Chair, Brenda Ebron-Bonner, called the meeting to order at 5:03 p.m.

Roll Call:

PRESENT:	Brenda Ebron-Bonner	W. Joe Green
	Natachia Randles	Shamika Lewis
	Gary Talley	Shel Bolyard-Douglas
	Jean Grim	Frances Randolph

ABSENT:	Mark Shiflett	Ray Spicer
	Daphne Turner	Kenneth Robinson
	William Hagy	

- II. **Approval of the Agenda**

MOTION: Mr. Green made the motion to accept the agenda as presented.

Seconded by: Mrs. Grim

Motion carried

Roll Call:

Brenda Ebron-Bonner - Yes	W. Joe Green - Yes
Natachia Randles - Yes	Shamika Lewis - Yes
Gary Talley – Yes	Shel Bolyard-Douglas – Yes
Jean Grim – Yes	Frances Randolph – Yes

- III. **Approval of the Minutes**

MOTION: Mrs. Grim made the motion to approve the minutes of the May 27, 2021 meeting as presented.

Seconded by: Ms. Randolph

Motion carried

- PARTICIPATING MEMBERS -

Colonial Heights
(804) 520-7210

Dinwiddie
(804) 469-3746

Emporia/Greenville
(434) 348-8900

Hopewell/Prince George
(804) 541-8660

Petersburg
(804) 862-8002

Surry
(757) 294-0037

Sussex
(804) 834-2205

Roll Call:

Brenda Ebron-Bonner - Yes	W. Joe Green - Yes
Natachia Randles - Yes	Shamika Lewis - Yes
Gary Talley – Yes	Shel Bolyard-Douglas – Yes
Jean Grim – Yes	Frances Randolph – Yes

- IV. **Public Comments** - All persons addressing the Board shall sign-in with name and address. Comments shall be limited to five minutes. No person shall be permitted to address the Board of Directors a second time until all others have been heard and no one may speak more than twice on any subject in any one meeting. All remarks shall be addressed to the Board as a body. Any person who makes personal, impertinent, abusive, or slanderous statements, or incites disorderly conduct will be asked to leave the meeting. – No Public Comments

- V. **Old Business** – No Old Business

VI. **New Business**

- A. **Approval of New Fee Schedule** – The fee schedule was revised due to new Medicaid rates. New rates will become effective September 1, 2021.

MOTION: Mr. Green made the motion to approve the revised fee schedule to become effective on September 1, 2021 as presented.

Seconded by: Mrs. Bolyard-Douglas

Roll Call:

Brenda Ebron-Bonner - Yes	W. Joe Green - Yes
Natachia Randles - Yes	Shamika Lewis - Yes
Gary Talley – Yes	Shel Bolyard-Douglas – Yes
Jean Grim – Yes	Frances Randolph – Yes

- B. **Approval to Solicit Proposals for Electronic Health Records System** - Executive Director, Jennifer Tunstall presented the Board with the Amendment to the General Agreement between Harris CCP and District 19 Community Services Board. Harris CCP is the vendor for District 19's EHR system. District 19 was notified by Harris that they will no longer be able to support the electronic health record platform that we currently use, as of December 2023, and will no longer be able to support some of the components used for billing as of July 2022. Harris has planned and communicated the intent to develop a new Behavioral

Health EHR and technology platform and migrate its customers to the new EHR prior to the end of support for the current system. Harris proposed that D19 sign an addendum to the current contract that will be effective for five years and has new fees associated if we want to embark on this pathway to developing their EHR platform. The new platform has not been built yet and will be customer funded. If they don't have enough current customers sign on they will potentially go out of business. Harris has given us a deadline of August 16, 2021 to move forward with the new road map or continue with the current component with 2022 ending support and 2023 with no option to continue with the current EHR that won't exist. We will still have a contract with Harris through February. We did not budget for a new EHR system as we did not have any indication this was coming. Mrs. Tunstall would like to move forward with an RFP to seek a new vendor for District 19's EHR system. The agency has been dissatisfied with Harris (and prior owners) as an EHR vendor for several years and due to their poor service, failure to deliver, and promise of a new EHR that does not yet exist, it is in D19's best interest to look into other more reliable electronic health record systems/vendors.

Board Chair, Mrs. Bonner, asked for a motion to approve the issuance of an RFP by D19 staff to seek a company that specializes in electronic healthcare records.

MOTION: Mr. Green made the motion for District 19 to discontinue working with Harris CCP and to give approval to the Executive Director to put out an RFP.

Seconded by: Mrs. Lewis

Motion carried

Roll Call:

Brenda Ebron-Bonner - Yes
Natachia Randles - Yes
Gary Talley – Yes
Jean Grim – Yes

W. Joe Green - Yes
Shamika Lewis - Yes
Shel Bolyard-Douglas – Yes
Frances Randolph – Yes

Temporary Policy Change (Sign on Bonuses) – 3.2.6 Exceptional Recruitment Incentive Option for “Difficult to Fill Positions” – District 19, as well as other CSBs and state facilities, is having difficulty filling vacancies for many reasons. We have had to come up with creative ways to hire, especially nurses and Emergency Services Crisis staff. Policy 3.2.6 already offers sign on bonuses of \$5,000 maximum for full-time staff and \$1,000 for hourly staff. The policy also states that anyone returning to the agency would not be eligible to receive the bonus if

rehired within two years. Mrs. Tunstall would like to get approval from the Board to keep Policy 3.2.6 in place as it currently is, but to change the sign on bonuses for difficult to fill positions up to \$10,000 for full-time staff and up to \$5,000 for hourly staff. She would also like to change the eligibility from two years to one year of returning to work for District 19.

Board Chair, Mrs. Ebron-Bonner, asked for a motion to change sign-on bonuses and time of eligibility for Policy 3.2.6 regarding difficult to fill positions.

MOTION: Mrs. Bolyard-Douglas made the motion to approve the change in sign-on bonuses and eligibility limits for Policy 3.2.6 as presented by the Executive Director.

Seconded by: Mrs. Randles

Motion carried

Roll Call:

Brenda Ebron-Bonner - Yes	W. Joe Green - Yes
Natachia Randles - Yes	Shamika Lewis - Yes
Gary Talley – Yes	Shel Bolyard-Douglas – Yes
Jean Grim – Yes	Frances Randolph – Yes

VII. Informational Items – No Informational Items

VIII. Closed Session – No Closed Session

Mrs. Tunstall stated that with the new Delta variant, we will be providing services in the safest way possible, and to do what is best for staff. Board members elected to provide a statement of support for the Executive Director to make decisions and modifications related to COVID issues with this agency.

MOTION: Mrs. Bolyard Douglas made the motion for the Executive Director to have the authority to make modifications to agency workflow to protect employees and citizens in response to COVID.

Seconded by: Mrs. Lewis

Motion carried

Mrs. Ebron-Bonner thanked Mrs. Tunstall for keeping up with agency issues with all that is going on. There being no further comments or business, she asked for a motion to adjourn.

XI. Adjournment

MOTION: Mrs. Bolyard-Douglas made the motion to adjourn the meeting.

Seconded by: Mrs. Randles

Motion carried

There being no further business, the meeting was adjourned at 5:34 p.m.

Brenda Ebron-Bonner, Chair (Date)

Lisa Newby, Clerk of the Board (Date)