

DISTRICT 19 COMMUNITY SERVICES BOARD

MENTAL HEALTH, INTELLECTUAL DISABILITY and SUBSTANCE ABUSE SERVICES

20 W. Bank Street – Suite 9 • Petersburg, Virginia 23803

(804) 862-8002 – Fax: (804) 862-6158

tstewart@d19csb.com

Terrelle Stewart, LPC, CPSC

Executive Director

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, September 26, 2024, at 6:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

I. The Chairman, Gary Talley, called the meeting to order at 6:00 p.m.

PRESENT: Gary Talley
Donna Harrison
Daphne Turner
Helen Leonard
Alastair Bailey
Lauren Fisher White
Brenda Ebron-Bonner
Col. Anthony Johnson
Velma Shaw
Jean Grim
Kenneth Robinson

ABSENT: Angela Haden
Keith Prince
Becca Lynch

II. **Approval of Agenda**

MOTION: Mr. Robinson made the motion to approve the agenda as presented.

Seconded by: Col. Johnson

Motion carried

Roll Call:

Gary Talley - Yes
Donna Harrison - Yes
Daphne Turner – Yes
Helen Leonard – Yes
Alastair Bailey – Yes
Brenda Ebron-Bonner - Yes
Col. Anthony Johnson - Yes
Velma Shaw - Yes
Jean Grim – Yes
Kenneth Robinson – Yes

III. **Approval of Minutes**

MOTION: Mr. Robinson made the motion to approve the minutes from the May 23, 2024 and June 11, 2024 meetings as presented.

Seconded by: Mrs. Grim

- PARTICIPATING MEMBERS -

Motion carried

IV. Recognition of Staff – Sherri Ball, Director of Children’s Services, recognized Reesa Moore, Mental Health Case Manager, as Employee of the Month for June 2024, Angeline Goode, Mental Health Case Manager, as Employee of the Month for July 2024, and Brooke Payne, Juvenile Correction Clinician, as Employee of the Month for September 2024. Reesa Moore, Angeline Goode, and Brooke Payne were recognized individually for outstanding accomplishments during the months they were nominated. All Employees of the Month work in the Children’s Services Department. District 19 congratulates them all on this well-deserved honor.

V. 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 during this meeting.

VI. Board Presentation Training: I-Work Project

District 19 CSB started the I-Work Project at the agency over 25 years ago. The I-Work Project is a project between three agencies: District 19 CSB, Division of Rehabilitative Services (DARS), and Career Support Services (CSS). Margarita Echavarria, Vocational Specialist, has worked with the I-Work Project for eight years. Dave Smith, Vocational Rehabilitation Counselor, is from DARS, and Christopher Hicks is the Regional Director and Employment Consultant for Career Support Services.

The I-Work Project team meets with a consumer three times a month at D19 after they have been referred to the program. If the individual is a good fit, they move forward. A situational assessment helps to determine if it is a good fit. They do dress rehearsals and provide transportation. If the individual gets the job, an employment consultant provides updates at all times. Job site training is provided. The Recovery Grant helps to be flexible with individuals. DARS can help with clothing and other items. The I-Work Project only takes referrals from within District 19 CSB.

VII. Old Business

- A. D19 Name Change** – Mrs. Stewart thanked Board members Velma Shaw and Helen Leonard for serving on the D19 Name Change Committee. The committee met and narrowed down the names submitted previously by staff. The choices of potential names was selected by a process of elimination. By November, all markups will done and presented for vote at the December All Staff meeting. The name will be revealed at the May All Staff meeting in 2025. District 19 will not be doing a full name change, but will be “doing business as” with the new name. There will be a legal review for trademarks and tag lines.
- B. Update Triple “R” Plan - (Restructure, Redesign, and Rebrand)** - Mrs. Stewart provided the Board with updates on the status of the Triple “R” Plan. During Leadership Team’s recent Strategic Retreat, the plan was reviewed for areas of completion, areas of progress, and areas of need. Leadership Team was pleased with the progress made thus far, and will continue to work on the plan until it is fully implemented. Mrs. Stewart will provide the Board with updates as progress is made.
- C. Strategic Plan Revisions** – Board members were provided a copy of the revisions made to the current Strategic Plan. The plan did not change. Revisions were made to reflect how we are currently organized.
- D. Revised Budget Review** – Lisa Clark, Director of Finance and Administration, reviewed the revised budget with the Board. After the original budget was presented in June, an error was found in the budgetary software requiring the budget to be revised. New funding from DBHDS was not included in the original budget and needed to be added. Retained earnings needed to fund other expenses was also added.
- E. BOD Bylaws Committee Report**
Purpose: To review and update the agency’s bylaws.
Action Taken: The committee met three times – July 19 by telephone, August 6 in person, and September 10 in person.
Committee Update: No changes will be made to the parts of the bylaws that are currently quoted from the Code of Virginia §37.2-500 through 37.2-512.

The Bylaws Committee proposes eight changes for the Board’s consideration. Mrs. Leonard, Committee Chair, reviewed the proposed changes with the Board for review. The committee will meet again in October to write the bylaw language for proposed changes decided at this Board meeting. Action on the draft bylaw language should be taken at the October 24, 2024 Board meeting for approval/denial.

VIII. New Business

- A. New Fee Schedule** – The Department of Medical Assistance Services (DMAS) reevaluates Medicaid rates every year in June. District 19 makes changes to our rates based on the Medicaid rates. The rates must be posted for 30 days before they become effective. The new rates will be come effective November 1, 2024, upon approval by the Board.

MOTION: Mr. Robinson made the motion to approve the new Fee Schedule to become effective on November 1, 2024, based on new Medicaid rates.

Seconded by: Col. Johnson

Motion carried

Roll Call:

Gary Talley - Yes	Brenda Ebron-Bonner - Yes
Donna Harrison - Yes	Col. Anthony Johnson - Yes
Daphne Turner – Yes	Velma Shaw - Yes
Helen Leonard – Yes	Jean Grim – Yes
Alastair Bailey – Yes	Kenneth Robinson – Yes

- B. Supplemental Bonus for Staff** – In order to support CSB Workforce Funding and Reporting, the Department of Behavioral Health and Developmental Services (DBHDS) shall allocate funding based on the size of the CSB or behavioral health authority’s workforce. Out of this appropriation, \$7,500,000 will be allocated the first year, and \$7,500,000 the second year from the general funds to grow the Virginia Community Services Board (CSB) workforce. Based on the data that was submitted by the CSBs, the funding will be derived by taking the total funding allocated (\$7,500,000) and

dividing the total number of FTEs reported (17,725.97). This equates to \$423.108135 per FTE. District 19 would like to provide staff with a \$500 bonus to be paid on check date 12/16/24, with this funding. This would require the agency to cover the difference of \$76.89 per FTE (an estimated \$17,992.79 in total) to provide a \$500 bonus. This funding is slated to be a one-time opportunity at this time.

MOTION: Col. Johnson made the motion to approve the one-time supplemental bonus as presented.

Seconded by: Mr. Robinson

Motion carried

Roll Call:

Gary Talley - Yes	Brenda Ebron-Bonner - Yes
Donna Harrison - Yes	Col. Anthony Johnson - Yes
Daphne Turner – Yes	Velma Shaw - Yes
Helen Leonard – Yes	Jean Grim – Yes
Alastair Bailey – Yes	Kenneth Robinson – Yes

IX. Informational Items

- A. Financial Report July 2024** – Mrs. Clark reviewed the financial report with the Board. Regional funds were collected. Richmond Behavioral Health paid June FY24 funds with check dated 6/6/24, which was deposited by D19 on 7/2/24 and included in FY25. Federal Reimbursement Revenue represents reimbursement for FY24 expenses.
- B. End of Year Report** – The report represents the entire fiscal report ending June 30, 2024.
- C. Vacancy Report** – Provided for informational purposes.
- D. ACT Update** – The ACT program is currently being revamped. District 19 was approved for a variance from DBHDS on October 1, 2024, to provide psych services via telehealth to ACT team members until an outside psych provider is hired. We are actively recruiting for all program vacancies. ACT has been operating under a one year license for the last five years. The goal is to make the required improvements to regain a triennial licensing status for this program.

X. Closed Session

Chairman: I will now entertain a motion, pursuant to Virginia Code § 2.2-3711(A)(1), (7) and (8), to go into closed meeting for the purpose of consultation with legal counsel and briefings by staff members or consultants pertaining to performance of specific employees and actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

MOTION: Col. Johnson made the motion to convene in closed session.

Seconded by: Mr. Robinson

Motion carried

Chairman: I will now entertain a motion pursuant to Virginia Code § 2.2-3712(D) that, to the best of each director's knowledge and with no director dissenting, in closed session just concluded only the following were heard, discussed or considered:

- (i) public business matters lawfully exempted from open meeting requirements; and
- (ii) such public business matters were identified in the motion by which the closed meeting was convened.

MOTION: Col. Johnson made the motion to move out of closed session where only business matters were discussed as identified in the motion by which the closed meeting was convened.

Seconded by: Ms. Grim

Motion carried

Roll Call:

Gary Talley - Yes
Donna Harrison - Yes

Brenda Ebron-Bonner - Yes
Col. Anthony Johnson - Yes

Daphne Turner – Yes
Helen Leonard – Yes
Alastair Bailey – Yes

Velma Shaw - Yes
Jean Grim – Yes
Kenneth Robinson – Yes

X. Adjournment

MOTION: Mr. Robinson made the motion to adjourn the meeting.

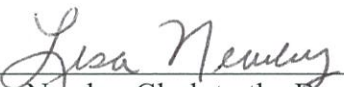
Seconded by: Mrs. Ebron-Bonner

Motion carried

There being no further business, the meeting adjourned at 8:01 p.m.



Gary Tally, Board Chair



Lisa Newby, Clerk to the Board