



**SOUTHSIDE
BEHAVIORAL
HEALTH**

BOARD OF DIRECTORS MEETING – 26 APRIL 2022

The Southside Behavioral Health (SBH) Board of Directors met, in Open Session, at 1:00 p.m. on April 26, 2022, in the Chippis Conference Room, at the SBH Administration Building in Clarksville, with Frances Clark, Board Chair, presiding.

ATTENDANCE

MEMBERS PRESENT

Frances Clark (Chair)
Joe Trickey, Jr (Vice-Chair)
Betty Adams (Secretary)
Joan Bowers
Earl Jarrell
Patricia Thomas

MEMBERS ABSENT

Evella Hutcheson (Treasurer)
Ivan Hargrove
Winona Proffitt

OTHER ATTENDEES

SBH staff members:

Beth Engelhorn, Executive Director
Galyna Hightower, Director of Financial Services
Sylvia Seamons, Clerk of the Board
Anthony Gage, Crisis Response Team Supervisor

PROCEEDINGS

I. CALL TO ORDER

The meeting was called to order at 1:01 p.m. by Frances Clark, Board Chair. A quorum of Board members being present, with the meeting having been duly convened, the Board was ready to proceed with business.

II. APPROVAL OF BOARD MINUTES

The minutes from the last Board of Directors Meeting, held on March 22, 2022, were approved as presented.

III. PUBLIC COMMENTS

None

IV. BOARD EDUCATIONAL TOPIC: RESILIENCE IN MENTAL HEALTH –

Dr. Debra Ford, Medical Director

The Board was apprised in regard to the impact of Resilience on mental health and how this can impact one's life, by affecting your overall health and well-being. Dr. Ford began by informing the Board the factual definition of resilience. Resilience is having the ability to respond to change or adversity proactively and resourcefully. The toxic stress of today's society and culture can affect one's mental health often by manifesting into a negative result such as depression, anxiety, substance abuse and PTSD. Dr. Ford gave informative tools in how to better handle this stress as well as improve one's mental health and how to become more resilient. One must first reframe from negative thinking, focus on what is within your control. Use breathing exercises, expressive writing and seek support are the beginning to cognitive restructuring for targeting and teaching resilient behaviors. Using these tools can be the first step in curtailing or preventing negative outcomes. Also, these tools provide the ability to achieve a successful outcome when faced with adversity.

V. EMPLOYEE OF THE MONTH – APRIL 2022

The selection of the Employee of the Month for April, Anthony Gage, Crisis Response Team Supervisor at SBH Administrative Services, was announced to the Board.

VI. OLD BUSINESS

Item A. Update on Old CSP Building Demo and RFP process

The Board was presented with the draft of the buildings design. Frances Clark, Board Chair, requested a copy of the buildings final design in the Board packet when completed and finalized. It was purposed by the Executive Director that the building be named the South Hill Behavioral Health Building. It will house Emergency Services, as well as Adult and Children Behavioral Health Services. Each Department will occupy the building in stages of completion with Emergency Services being the first. We continue to encounter issues due to rising material cost. Due to cost the proposal has been divided into stages of remodel at this time. Although, this may slow the final completion of the project, it gives opportunity for material cost to reduce. The RFP has been sent out and we are awaiting response. The Board will be presented the findings going forward as soon as they come available.

VII. FINANCIAL REPORT

Galyna Hightower, Director of Financial Services

As of the end of March SBH had a cash balance of \$7M. We are showing a little increase, but with not much change overall. SBH remains in a stable financial position. We are slowly reducing deferred revenue. Our deferred revenue is tracking at about \$1.2M for the end of March. Revenue is tracking at 75% at this point in the fiscal year even though Medicaid income is at 68%. We are aware that Part C received an additional funding in the amount of \$26K, for the embellishment of that program. Expenses are running below budget at 69%, primarily due to continued open staff positions resulting in payroll reductions. For the month of March,

revenue was 127% this was partly due to the additional DBHDS warrant. SBH held at 93% for expenses. We had a 6% increase in the year to date fees for services revenue compared to the same period of our prior year. This is mostly attributable to growth in Children Services, Crisis Stabilization, Day Programs and Psychosocial Rehabilitation Programs. Also, the Crisis Stabilization Program has generated revenue of \$37k thus far this fiscal year.

VIII. NEW BUSINESS

Item A. Policies and Procedures for Board Review/Approval – Betty Adams, Chair, Program Committee

Policies and Procedures recently reviewed for recommendation to the Board by the Program Committee. The Committee Chair recommended to the Board that all of the following policies, that the Committee was asked to review, be approved/adopted by the Board.

- [4020] Assessment
- [4073] Missed Appointments
- [4095] Documentation
- [4140] Person Centered – Individualized Service Plan
- [4630] Program Orientation
- [4800] Screening & Admissions
- [4890] Telemedicine
- [5072] Electronic Monitoring & Recording
- [6774] Records Retention/Destruction
- [4198] Evaluation & Management- integrated procedure – [4640] Psychiatric Codes
- [6810] Social Media – integrated procedure – [5010] Acceptable Use – Information Systems
- [1925] Workplace Safety Plan, [6015] Bed Bugs, [6030] Communicable Diseases of a Pandemic Nature, and [6040] Control of Parasitic Infection – integrated procedure – [6650] Emergency Management

MOTION: Upon motion for approval from the Program [Policies & Procedures] Committee the following resolution carried unanimously.

RESOLUTION: *BE IT RESOLVED*, that the Board of Directors, Southside Behavioral Health, in regular meeting assembled, authorizes the Executive Director to implement the policies and procedures as presented and reviewed by the Board, in toto.

Item B. Nominating Committee/ Proposed Slate of Officers – Betty Adams, Committee Chair

The Nominating Committee reached out to the current officers to determine whether they would be willing to continue to serve in FY23. The committee is proposing the following slate for nominations:

Board Chair	Frances Clark
Board Vice-Chair	Joe Trickey, Jr.
Secretary	Betty Adams
Treasurer	Evella Hutcheson

The floor was open for additional nominations, of which none were forthcoming. The slate will

be voted on at the May meeting.

IX. EXECUTIVE DIRECTOR'S REPORT

STATE AND DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES (DBHDS)

DBHDS: DBHDS is waiting on the budget to be approved by the legislature prior to making decisions regarding CSB's in the new fiscal year. The new governor has made some increases in funding for CSB's; however, the outcome of the funding will depend on the bills passed with the legislature (more to come in this area).

STATE HOSPITALS: There continues to be issues in admissions to state hospitals. The wait for most individuals is days if not weeks in the emergency department of hospitals. This has created strain on the staffing in the hospitals and law enforcement which in turn has created strain on our relationships in these areas. Last month we held a meeting with DBHDS and our community partners who expressed their concerns. These partners were given the same answers from DBHDS that we have been giving them. In the end, the outcome was that our partners realized that we, SBH, are in the same boat with them and are advocating for change on their behalf.

CONSORTIUM – REGIONAL UPDATES

The region continues to work on crisis services management, setting up the database and sorting out the requirements for Marcus Alert. SBH is one of the CSB's whose population allows us to opt out of the requirement for Marcus Alert. We are waiting to hear if we are still required to submit a plan for dual response or law enforcement and mental health for those cases where that is needed.

We are still involved in regional training; DLA Train the Trainer, PCIT therapy, Motivational Interviewing, EMDR and other evidence based training.

COUNTIES

The executive director met and/or sent reports to the county board of supervisors. We have a new facility opening in Halifax County. Southstone/Acadia Healthcare is opening a substance use program for women and is now actively recruiting. They are currently offering a \$5000 sign on bonus.

AGENCY

WORKFORCE ISSUES: SBH continues to have issues with hiring staff and keeping staff especially in the residential facilities and in ID/DD Day support programs. It is our full intention to reopen those programs fully to the community, once they are staffed. We are adding additional openings for services as staff is brought on board.

The executive director continues to cover for the position of Clinical Director and has been since January 1, 2022. We are in the process of hiring for this role; however there have not been many qualified applicants.

In children's services, we now have one licensed clinician and two others that have passed their tests and will be licensed this year.

All qualified staff is being asked to obtain their certified pre-screener qualification in order to ensure coverage for this service.

SERVICE GROWTH AND RESPONSE: We continue to look at ways to increase our presence in the community by offering items such as free parenting classes, support groups for adults and children, and continued work on the part of prevention to provide the list of educational events such as REVIVE, ACES and other community projects.

SBH's greatest area of growth is in children's services and adult case management. School based services have increased our community presence and have increased our growth in children's services requests for the school based staff and for the office based staff. The addition of evidence based practices, such as Parent Child Interactive Therapy, Cognitive Behavioral Therapy, have also increased interest. As we continue to obtain training in therapies that are seen as effective treatment, our services are growing in those areas.

We have also seen some increased growth in ID/DD case management, however staffing is an issue across the board in ID/DD to grow any of those programs at present.

NEW CLINICAL BUILDING IN SOUTH HILL: We went back to the drawing board with the RFP to break out phased development of the design and build proposal, requiring the interested parties to create phases of design and build to allow for earlier completion of emergency services space so that they can have occupancy of those spaces first.

We are letting the interested parties have some creativity in how they phase out the project beyond the completion of ES.

BUILDING TRAUMA RESPONSIVE COMMUNITIES CONFERENCE: We have over 1200 people registered for this event. We will go live at 9:30am May 12 and May 13. We hope that you can join us.

GRANTS: SBH received an \$89,000 grant from DBHDS for the growth of Diversity Equity and Inclusion in the agency. This grant is meant to provide us with an assessment, and assistance in implementing DEI strategies within the agency's policies and procedures as well as agency culture.

MARKETING: We have coordinated and managed a VFHY grant: including writing the quarterly report, planning upcoming strategies as well as coordinated and managed the VFHY Smoke Free Pledge Campaign set to begin in May. <https://southsidebh.org/smokefree-southside/>

Prevention was also assisted and advised on the Mental Health Month Campaign in areas such as webpage, press release and design work.

We have also publicly and nationally launched the Building Trauma Responsive Communities Conference landing page and monitor data (Since the page went public on April 4th, this page has had 1,496 unique visitors who have spent on average about 5 minutes on the page.) We have used conference marketing assets such as the newspaper, radio, TV, and social media ads. This includes FOX, NBC, CBS, and Comcast as well as The Richmond Times-Dispatch.

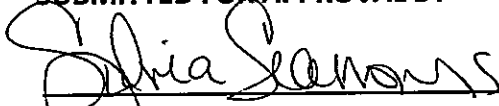
Work is being done to coordinate and manage the next Art Show procurement, registration, and event planning. We had about 70 individuals register with a sharp increase in CFS client participation (about 20).

There has also been a coordination of a Youth Peer Group as well as we received a \$500 donation for the Run for Recovery.

X. ADJOURNMENT

The next Board of Directors meeting is scheduled for Tuesday, May 24, 2022. There being no further business to come before the Board, the meeting was adjourned at 2:25 p.m.

SUBMITTED FOR APPROVAL BY



Sylvia Seamons, Clerk
SBH Board of Directors

Date of Approval