



BOARD OF DIRECTORS MEETING – 22 NOVEMBER 2022

The Southside Behavioral Health (SBH) Board of Directors met, in Open Session, at 1:00 p.m. on November 22, 2022, in the Chipps Conference Room, at the SBH Modlinski Building in Clarksville, with Frances Clark, Board Chair, presiding.

ATTENDANCE

MEMBERS PRESENT

Frances Clark (Chair)
Betty Adams (Secretary)
Joan Bowers (via ZOOM)
Ivan Hargrove
Winona Proffitt

MEMBERS ABSENT

Evella Hutcheson (Treasurer)
Earl Jarrell
Patricia Thomas
Joe Trickey, Jr. (Vice Chair)

NOTE: J. Trickey, Jr. Board Member appointed by Halifax County, has resigned from the Board and will no longer be reported as an absent member.

OTHER ATTENDEES

SBH staff members:

Beth Engelhorn, Executive Director
Galyna Hightower, Director of Financial Services
Kameelah Singleton, Director of Human Resources
Amanda Powell, Divisional Director of DD Community Services
Sylvia Seamons, Clerk of the Board

PROCEEDINGS

I. CALL TO ORDER

The meeting was called to order at 1:10 p.m. by Frances Clark, Board Chair. A quorum of Board members being both present, as well as attending via ZOOM teleconferencing, 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 September 27, 2022, were approved as presented.

III. PUBLIC COMMENTS

Kade Gravitt, Legislative Assistant for Delegate Thomas C. Wright presented SBH and the Board of Directors with a Commendation from the House of Delegates of the Commonwealth of Virginia. The Commendation was in recognition of the 50th Anniversary of the agency as well as the naming and dedication of the administration building which is now known as the Dr. Jules J. Modlinski Building located in Clarksville. SBH was also recognized for its personalized care that it provides within the communities, by supporting wellness and quality of life in a recovery-oriented and professional manner.

IV. BOARD EDUCATIONAL TOPIC: DEVELOPMENTAL DISABILITIES SERVICES, DD WAIVER -

Amanda Powell, Divisional Director of DD Community Services

The state of Virginia has three waivers available for individuals with intellectual and developmental disabilities. They are as follows: Building Independence Waiver, Family and Individual Support Waiver, and Community Living Waiver. DD waivers are offered to both children and adults with various levels of intellectual and/or developmental disabilities. There are multiple services and supports offered under each of the three waivers depending on individualized needs. The goal is to provide a variety of supports to individuals and their families to live successfully in the community rather than in an institutional setting. DD waiver funding provides supports and service options for successful community living, physical and behavioral health supports, employment services, daily activities and community inclusion.

V. LUNCH – HOLIDAY GIFT

A seasonal gift basket was presented to each Board Member along with a SBH polo shirt and a copy of the SBH Art Show calendar for 2023.

VI. FY22 SBH AUDIT REPORT

Michael E. Lupton, Auditor, of Robinson, Farmer, Cox Associates presented findings from the annual audit performed within SBH for FY22. There were no discrepancies, no difficulties, nor issues found within the audit nor the report submitted. In the opinion of Robinson, Farmer, Cox Associates, the financial statements and cash flow presented correct and acceptable within the accounting principle. By the governing accounting standards operating reserve requirements are set at two months, however, SBH was found to have five months of operating reserve. In summary the audit findings were positive with no operational process corrections needed.

VII. EMPLOYEES OF THE MONTH – October 2022 and November 2022

The selection of the Employees of the Month for October and November, Eldee Martin, Centralized Scheduler at the Modlinski building, and Cathy Davis, Behavioral Health Nurse, at Mecklenburg Behavioral Health Center, respectively, were announced to the Board.

VIII. OLD BUSINESS

Item A. RFP UPDATE

We are waiting to receive two proposals, one from a Virginia contractor and another from North Carolina for the build out of the South Hill building. SBH is in hopes of receiving the proposals by the end of December 2022. Once the findings are received they will be presented to the Board.

IX. FINANCIAL REPORT

Galyna Hightower, Director of Financial Services

As of the end of October 2022 SBH had a cash balance of about \$8.2M. SBH remains in a stable financial position. The accounts receivable balance as of the end of October 2022 compared to the end of September 2022 has increased only by a minimal amount. The actual revenue is tracking at 29% at this point in the fiscal year of the budgeted amount and Medicaid income is at 29% of the Medicaid Budget. Total expenses as of the end of October 2022 are tracking at 29% thus far for the FY23 budget. SBH only received one DBHDS warrant for the month of October due to receiving three in the month of September. SBH revenue and expenses are still running below budgeted amounts for FY23 due to open positions, payroll deductions, reimbursement basis for some FY23 revenue as well as Medicaid revenue. The amount of deferred revenue as of the end of October 2022 includes unspent prior years funds and FY23 localities' funds that were received in the beginning of FY23. SBH is continuing to use the new process of receiving some federal funding streams from DBHDS on a reimbursement basis. The Board will continue to be briefed and presented with any changes by the Finance Department on how this reimbursement process is affecting SBH going forward. The Finance Department will also present the Board with the finalized report from the FY22 audit when received.

X. NEW BUSINESS

Item A. Cardinal Human Capital Management – *Kameelah Singleton, Director of Human Resources*

Human Resources has now been set up for the new Cardinal Health Care Management System. This system will give self-service access for all staff. The employee self-serve access to the Cardinal HCM application will allow participants to; Update personal data (e.g., name, address, marital status) as relevant to their health benefit participation. They may, also, make or select benefit enrollment changes based on system-generated employee-initiated benefit events (e.g., hires, location change, marriage, birth) as well as view benefits confirmation statements.

Item B. Individual | Kings Manor

The Executive Director requested the Board of Directors approval to help provide housing for a displaced individual. The proposal was to move the individual into our residential facility Kings Manor in Halifax County.

MOTION: Upon motion made by B. Adams, duly seconded by W. Proffitt, the following resolution carried unanimously.

RESOLUTION: *BE IT RESOLVED*, that the Board of Directors, Southside Behavioral Health, in regular meeting assembled, votes to authorize the Executive Director the approval to

provide housing at King Manor for said individual.

Item C. Open Nominations | Vice Chair

In light of the resignation of Joe Trickey, Jr. as Vice-Chair of the Board, there was discussion of appointing a new Vice-Chair as well as determining Committee assignments in accordance with the SBH bylaws. Dr. Betty Adams, current Secretary was offered appointment as Vice-Chair; she accepted the nomination.

MOTION: Upon motion made by W. Proffitt, duly seconded by I. Hargrove, the following resolution carried unanimously.

RESOLUTION: *BE IT RESOLVED*, that the Board of Directors, Southside Behavioral Health, in regular meeting assembled, votes to appoint Dr. Betty Adams as Vice-Chair of the Southside Behavioral Health Board of Directors.

Item D. Open Nominations | Secretary

Due to the appointment of Dr. Betty Adams as Vice-Chair of the Board, there was discussion of appointing a Secretary as well as determining Committee assignments in accordance with the SBH bylaws. Mr. Ivan Hargrove, was offered appointment as Secretary; He accepted the nomination.

MOTION: Upon Motion made by W. Proffitt, duly seconded by J. Bowers, the following resolution carried unanimously.

RESOLUTION: *BE IT RESOLVED*, that the Board of Directors, Southside Behavioral Health, in regular meeting assembled, votes to appoint Mr. Ivan Hargrove as Secretary of the Southside Behavioral Health Board of Directors.

Item E. Policies for Board Review/Approval – Betty Adams, Chair, Program Committee

Policies 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.

- [1396] Marketing
- [1400] Media (All Purpose)
- [1750] Staff Communications with SBH Board of Directors
- [1920] Visitors
- [3050] Conflict of Interest
- [3065] Death While in Service
- [3070] Demotion
- [3120] Employee Counseling Services
- [3130] Employee Health and Safety
- [3133] Employee Development and Growth
- [3260] Hours of Work
- [4490] Medical Equipment
- [4505] Medication Informed Consent
- [5070] Electronic Communications with Individuals in Service
- [6773] Records Request

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

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

Item F. Ratify Vote of Pay Scale Update

Per the Finance and Funding department and the Behavioral Health Survey Compensation, it was determined that SBH needed to increase the pay scale due to the inflation rate. The rate has increased by 8.26 percent. The current pay scale at SBH had not been increased since 2016. Both pay scales were attached to the meeting packet for the Board to compare and review. Some positions were shifted, as well as pay grades dissolved, restructured and repositioned on the updated scale.

MOTION: Upon motion made by B. Adams, duly seconded by J. Bowers, the following resolution carried unanimously.

RESOLUTION: *BE IT RESOLVED*, that the Board of Directors, Southside Behavioral Health, in regular meeting assembled, votes to approve the updated Pay Scale.

Item G. Ratify Vote of Seasonal gift

The Board was asked to approve the annual giving of the seasonal gift for each employee.

MOTION: Upon motion made by B. Adams, duly seconded by I. Hargrove, the following resolution carried unanimously.

RESOLUTION: *RESOLUTION: BE IT RESOLVED*, that the Board of Directors, of Southside Behavioral Health, in regular meeting assembled, votes to give each PT/FT SBH employee a \$100 pre-tax addition to their pay as a seasonal gift from the Board.

XI. EXECUTIVE DIRECTOR'S REPORT

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

DBHDS: Opioid funds have been awarded to localities as part of the Opioid Abatement funds awarded to the state. As part of their advocacy efforts, the VACSB has sent letters to all local governments encouraging them to include the CSB's in their funding allocations. We will be referencing these funds as we send out our local match letters to encourage local governments to provide support to our opioid programs.

CMS is making it easier for Medicare beneficiaries to get behavioral health services, by allowing behavioral health clinicians like licensed professional counselors and marriage and family therapists to offer services under general (rather than direct) supervision of the Medicare practitioner. Medicare will pay Opioid Treatment Programs that use telecommunications with patients to initiate treatment with buprenorphine. CMS is also clarifying that Opioid Treatment Programs can bill for opioid use disorder treatment services provided through mobile units, such as vans, in accordance with Substance Abuse and Mental Health Services Administration

(SAMHSA) and Drug Enforcement Administration (DEA) guidance. These policies may increase access in rural and other underserved areas.

Governor Youngkin announced that the Virginia Board of Social Work, a health regulatory board under the Department of Health Professions (DHP), has enacted regulations that will speed up the process for a social worker from another state to receive a license in Virginia. DBHDS worked closely with DHP on this process. The changes to Virginia's Social Work Regulations will allow a Licensed Clinical Social Worker, a Licensed Master's Social Worker, or a Licensed Baccalaureate Social Worker licensed in another state to obtain a license in Virginia by 1) providing verification that they have a license in good standing in another state, and 2) providing verification of passing the examination at the same level that they are seeking licensure for in Virginia. These regulations also simplify the process for social workers with an expired or inactive Virginia license to regain their license and re-enter the workforce.

STATE HOSPITALS - There is no new information regarding state hospitals. We continue to place individuals across the state when openings occur.

CONSORTIUM – REGIONAL UPDATES

We are working with a regional permanent supportive housing program to expand our housing program and are looking at how we can develop affordable housing in our area.

COUNTIES

SBH met with Mecklenburg County schools to discuss options for support of their alternative education programs. We are working closely with that school district to provide support. Workforce continues to be a barrier to providing these services.

AGENCY

Most departments in the agency continue to be impacted by workforce issues. We have been working on how to provide support for this by working on the presentation of job descriptions on websites, providing sign on bonuses, and adjusting salaries to be competitive with other agencies. We have also looked at modifying hiring practices that allow us to hire less experienced staff and provide increased supervision and training.

We have begun to start the process of hiring 100% remote staff to provide behavioral health assessments in an effort to provide relief for current therapists who are covering everything at this time. We have seen an increase in applications for these roles and are hoping that this might decrease the issue of workforce in some areas.

Landscaping has been completed at Halifax Behavioral Health. We are now working on the interior of the building and the repaving of the parking lot to continue to improve the building's appearance for both staff and clients.

The Apartments at Marc Manor are on schedule to accept tenants on December 1. We will provide updates to the board as this project progresses.

Sentara hospital systems has reached out to our agency to work on a partnership to assist us with building out behavioral health and substance use programs. We are not clear at this time what that means in regards to these services, but have a meeting scheduled with them November 22nd in the morning to hear their thoughts on this.

CRISIS TEAM - The ES team moved to the Modlinski building on November 1. They are operating all services out of this building now. This has improved the team approach to problem solving and has so far been going very well.

GRANTS - We have just submitted a proposal for a grant for Pregnant and Parenting Women who have substance use disorder to provide support and additional services. This is a small grant but would provide resources for staff training and educational materials for individuals who need this assistance.


OPEN POSITIONS - The clinical director has assumed half of her duties and the marking coordinator is fully in place, learning her new role and doing very well.

SOUTH HILL CRISIS CENTER AND OP BUILDING - We had two companies come to the RFP walk through, and will be receiving proposals at the end of this month. We anticipate that because there are only two vendors, this process of determining who gets the contract may be shorter than usual.

X. ADJOURNMENT

The next Board of Directors meeting is scheduled for Tuesday, January 24, 2023. There being no further business to come before the Board, the meeting was adjourned at 3:20 p.m.

SUBMITTED FOR APPROVAL BY



Sylvia Seamons, Clerk
SBH Board of Directors

01/24/23

Date of Approval

