

February 16, 2021

The Middle Peninsula Northern Neck Community Services Board (CSB) held a Board meeting by ZOOM on February 16, 2021.

BOARD MEMBERS PRESENT

Alice Coates	Darryl Pirok
Pratt Haynie	Antenette Stokes
Matthew Kite	Rosalyn Trent
Kathryn Knoeller	Edith Turner
David Parr	

BOARD MEMBERS EXCUSED

Stanley Langford

STAFF PRESENT

Linda Hodges, Executive Director
Cheryl Matteo-Kerney, Director, Prevention Services
Tiffany Jenkins, Director, Community Options
Tracy Warden, Director, Human Resources
Liz Lyon, Director, Early Intervention Services
Larry Kight, Director, Operations
Becky Graser, Coordinator, Recovery Services
Gail Slaughter, Administrative Assistant
Perryann Whitehurst, Administrative Assistant

Dr. Pirok called the meeting to order. A quorum was present.

Guests – Ms. Hodges introduced Becky Graser, CSB Recovery Services Coordinator.

Public Comment- There was no public comment.

Additions to Agenda – Ms. Hodges added a PTO Policy under the Human Resources Committee Report and an Executive Session.

Dr. Pirok asked Ms. Stokes if she was interested in being the Parliamentarian for meetings. Ms. Stokes said that she was interested, but asked for more time to review the rules.

Minutes – Mr. Haynie moved approval of the minutes from the December 15, 2020 Board meeting. Ms. Stokes seconded the motion which passed unanimously.

Chairperson Comments – Dr. Pirok said that it was important to listen to inspirations of each Board member. The Board must move forward by making decisions that are legal, ethical and lawful.

Executive Director's Report –

County Budget Requests – Ms. Hodges said that she has presented budget requests to Mathews and Middlesex virtually and in person to King and Queen. We are requesting level funding. She noted that she had also attended the regular Mathews Board of Supervisors meeting.

Tiffany Jenkins, Community Options Director, Larry Kight, Operations Director, and Joanne Brown, Clinical Services Director, assisted Kilmarnock New Horizons residents this past weekend when there was no electricity.

This CSB has received \$1.8M from Health and Human Services in response to COVID expenses. We will be documenting all of our COVID expenses to justify receiving this money.

Staff Vaccines – Ms. Hodges said that we have had a hard time accessing vaccines for staff. Human Resources staff have been working hard on this. Gloucester County offered to assist the Health Department with phone calls. Gloucester asked our staff to help with the calls. Our staff was there every day at 4:00 p.m. for a week to provide assistance. We have had 29 staff test positive for COVID. There have also been residents in the homes test positive. We had 2 staff deaths in 7 days. The Department of Behavioral Health and Developmental Services (DBHDS) provided staff resources secondary to the staff deaths. We are developing guidelines for antigen tests.

The Leadership Team is meeting monthly to review goals and objectives and identify inefficiencies.

Board Orientation Manual – Ms. Hodges has been working on updating the orientation manual for new Board members.

As part of the DOJ settlement, we are in the process of changing our ID/DD license.

Sites Moving – Ms. Hodges said that ID/DD and Peer Recovery Services will be moving to a new location in Urbanna.

Staff Orientation – Human Resources staff have overhauled new staff orientation. Orientation is now done at the Essex Counseling Center.

VACSB Conference – The VACSB Conference will be held virtually on May 5 and 6.

Board Meeting Materials – Ms. Hodges asked Board members how they felt about the information they received for Board meetings – is it too much/too little. Ms. Knoeller said that she liked the way the Board reports followed the strategic plan. Ms. Hodges said Board members could let her know their preferences.

Recovery Services Presentation –

Ms. Graser, CSB Recovery Services Coordinator, gave a presentation on Recovery Services. She explained that peer support encompasses people with lived mental health and substance use disorder challenges offering each other encouragement and empowerment from the vantage point of experiential understanding. Peers receive the proper training and support experience to work in the provider role. Jamie Easley, CSB Community Outreach Specialist, shared his story and experience with

peer recovery services. Ms. Hodges said that Ms. Graser is on the DBHDS Board. She has been asked and has assisted other recovery programs. She commended Ms. Graser and said that her reputation is exemplary. She said that peer recovery reduces hospitalization, depression and psychosis.

Dr. Pirok said that the Program Committee will review CSB programs and select which program will present to the Board.

New Rates – Board members received information on the new rates. Ms. Hodges explained that the new rates are what Medicaid pays. After discussion, Ms. Coates moved to accept the new rates as presented. Ms. Knoeller seconded the motion which passed unanimously.

Executive Session – Ms. Stokes moved the Board go into Executive Session as provided for by the Code of Virginia, Section 2.2-2711 (A) (1) to discuss 3 personnel issues. Ms. Coates seconded the motion which passed unanimously.

The Board returned to Open Session. A roll call vote was taken to certify that only such business as identified in the motion to convene the Closed Session was discussed: Dr. Pirok, aye; Ms. Knoeller, aye; Mr. Haynie, aye; Ms. Turner, aye; Ms. Stokes aye; Ms. Coates, aye; Mr. Kite, aye; and Mr. Parr, aye.

Finance Committee – Ms. Hodges said that Leadership Team has been working on the budget. Mr. Langford wants the Finance Committee to meet to look at portions of the budget. The next meeting of the Finance Committee will tentatively be two weeks from this Thursday and then every two weeks thereafter. Ms. Hodges will send dates out to the Committee.

Facilities Committee – The Facilities Committee had not met, however, Mr. Kight provided updates on several projects. Warsaw Counseling Center staff and Mental Health Skill Building staff have moved to the new Essex Counseling Center. We are operating under COVID guidelines. Mr. Kight reported that Charterhouse club members have not been brought back to Charterhouse yet. New furniture has been ordered for Charterhouse. Insurance money was used to cover part of the cost of the furniture. Charterhouse has a full service kitchen. Signage for Charterhouse and Essex Counseling Center is being completed. Mr. Kight reported we are getting ready to move Community Options and Peer Support to Urbanna. We are looking at efficiencies and cost reductions. Going from Verizon regular phone service to internet will be much cheaper. We are looking into this for the Gloucester Counseling Center also.

Community Advocacy Committee – Dr. Pirok said that he sees the whole Board as the Community Advocacy Committee.

Program Committee – Dr. Pirok said the Program Committee can determine which CSB program will present to the Board next.

By Laws Committee - The By Laws Committee will be meeting to review the By Laws.

Human Resources Committee – The Human Resources Committee met on January 22, 2021 and February 11, 2021. On behalf of the Committee, Dr. Pirok recommended approval of the following policies: Holiday and Holiday Pay, Employment at Will, Pay Policy, Attendance and Punctuality, MPNN CSB Property Receipt and Withholding Authorization, Comp Time and Timekeeping Notice to Exempt Staff, CPR & First Aid, EEO Sexual Harassment Policy, Whistle Blower Policy and PTO Policy. The motion passed unanimously.

Board Comments – If there is a CSB program that the Board wants to hear from, they can let Ms. Hodges know. Tentatively, the Psychosocial Program will present at the next Board meeting.

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

Gail Slaughter
Recorder