June 18, 2024
3:00 p.m.
Middle Peninsula Northern Neck Behavioral Health Board Meeting
Essex Counseling Center
330 Hospital Road
Tappahannock, VA 22560

AGENDA

1. Call Meeting to Order

2. Quorum Determined

3. Welcome New Executive Director

4. Introduction of Guests

5. Public Comment
   (5 minute time limit)

6. Minutes – April 16, 2024 & April 23, 2024

7. Executive Directors Report
   - Strategic Plan Update
   - ID/DD Name Change
   - Fentanyl Awareness Day
   - HUD Board Training – June 24
   - Letter to Community Partners RE: Name Change and Executive Director Change
   - Recovery Services Presentation at May VACSB Conference
   - IT – Redundancy
   - GED Program at Charterhouse

8. Recognition

9. Closed Session – Reference: Code of Virginia Section 2.2-3711 (A) (1), discussion or consideration of personnel matters.

10. Properties Inc. vs. Property Holding

11. DEI Update – Carolyn Gibson

12. Licensure Reviews/Audits
    - Federal Block Grant Review – July

- DMAS Audit Follow Up QMR (DD Services) – Late Summer Early Fall
- Licensure Triennial Review – Late Summer Early Fall
- 2022 Internal Audit Follow Up / Review – Next year

13. Executive Committee
    - **Recommended Action:** The Executive Committee recommends to the full Board giving July 5th as an additional day off.
    - **Recommended Action:** The Executive Committee recommends that the Board give the Executive Committee authority to approve the Executive Directors special leave requests.

14. Finance Committee
    - Resolution – approve
    - **Recommended Action:** The Finance Committee recommends to the full Board adoption of the new sliding fee scale.
    - **Recommended Action** – The Finance Committee recommends to the full Board approval of the FY 25 budget. (FY 2025 Budget Draft Summary Included in Board Packet.)

15. Program Committee

16. By Laws Committee

17. Community Advocacy Committee

18. Human Resources Committee
    - Dept. of Labor Changes – Carolyn Gibson

19. Facilities Committee

20. Chairperson Comments

21. Board Member Comments

22. Adjourn

DRAFT

April 16, 2024

The Middle Peninsula Northern Neck Community Services Board (CSB), held a Board meeting on April 16, 2024 at the Essex Counseling Center in Tappahannock, Virginia.

BOARD MEMBERS PRESENT

Antenette Stokes
Jim Jackson
Pratt Haynie
Alice Coates
Rosalyn Trent
Tiffany Webb - ZOOM
Betsy Liljeberg - ZOOM

ABSENT

Kathryn Knoeller
David Parr
Edith Turner
Jay Mitchell

STAFF PRESENT

Linda Hodges, Executive Director
Amanda Campagnola, Deputy Executive Director
Alicia Dillon, ID/DD Director
Kristen Beech, QA Director
Joanne Brown, Clinical Services Director
Carolyn Gibson, Human Resources Director
Larry Kight, Operations Director
Erich Campbell, IT Director
Emily Eanes, Youth and Family Services Director
Kimberly Lee, ID/DD Program Manager - ZOOM
Debbie Lancucki, Program Director, Three Rivers Healthy Families
Kendra Parsons, Three Rivers Healthy Families Program Manager - ZOOM
Karen McCoy, Sr. Administrative Assistant - ZOOM
David Bland, Support Coordinator Supervisor - ZOOM
Alex Schick, Administrative Assistant
Brenda Taylor, Sr. Administrative Assistant
Gail Slaughter, Executive Administrative Assistant
Perryann Whitehurst, Sr. Administrative assistant

Ms. Stokes called the meeting to order. A quorum was not present.

Guests – Ms. Hodges introduced Debbie Lancucki, Three Rivers Healthy Families Program Director and Kendra Parsons, Three Rivers Healthy Families Program Manager.

Public Comment - There was no public comment.

Agenda Additions – Ms. Stokes added an item from the Search Committee.

Minutes – The minutes from the February 20, 2024 Board meeting will be voted on at the next meeting.

Three Rivers Healthy Families

Ms. Lancucki and Ms. Parsons presented a power point and information on the Three Rivers Healthy Families program.

Executive Director Report

Name Change / Logo Update – Ms. Hodges noted that we will be getting a new logo with the CSB name change. Final touches are being made to the logo now, and it will be ready by the 50th anniversary celebration on May 24th.

Board members viewed the video created by Consociate Media.

Strategic Plan Update – Steven Wright, Deputy County Administrator for Gloucester County, will be helping with the strategic plan.

FY 2025 County Budget Requests Update – Ms. Hodges, Ms. Campagnola, and Mr. Hickman have presented budget requests to the Board of Supervisors, which identified the local contributions.

HRSA (Health Resources and Services Administration) – HRSA visited the Gloucester Counseling Center, Essex Counseling Center, and Youth and Family Services. This program provides the opportunity for staff to apply for loan forgiveness if the agency provides services in a rural area at an approved site.

Best of Virginia – This CSB was selected, for the fourth year, best of Virginia for behavioral health.

50th Anniversary – Final touches are being done for the 50th anniversary event. Chuck Walsh, former CSB Executive Director, and Steven Wright, Deputy Gloucester County Administrator, will present. Also, a presentation recognizing Dr. Patrick Dorgan, who brought family services to the CSB, will be done.

Board Governance Training – Ms. Hodges said that it may be possible to schedule Board Governance Training, as we will have a new Executive Director and have new Board members. If done, all Board members must attend.

Closed Session – Board members could not go into closed session, as there was not a quorum present.

DEI Update – Ms. Gibson will be sending out a demographic survey to all staff.

Licensure Review/Audits – There were no reviews or audits.

Executive Committee – The Executive Committee had not met.

Appoint Current CSB Member to Properties, Inc. – This will wait until Ms. Knoeller is back.

Program Committee Report –

Ms. Liljeberg reported that the Program Committee had met on March 13th.

ACT (Assertive Community Treatment Program) – The Committee discussed starting an ACT Program in the Northern Neck area.

ID/DD Day Support Program – Committee members discussed starting a Day Support Program for individuals who live in CSB group homes.

Mobile Crisis – Committee members discussed the difficulty obtaining and keeping staff. They discussed discontinuing this program effective July 1, 2024 and Colonial Services Board taking over this program.

Action could not be taken on the above as a quorum was not present.

Human Resources Committee –

Ms. Stokes reviewed what was discussed at the Human Resources Committee meeting on April 3rd.

Licensure Supervision Agreement – Currently, the agency offers licensed eligible clinicians the opportunity to receive in house supervision from a licensed professional, to qualify for licensure. The licensure supervision agreement provides the hours needed, at no charge, with the condition of the supervisee staying employed with the agency for 2 years after becoming licensed. If the employee leaves before the end of the 2 year period, the pro-rated number of hours of supervision received is expected to be paid back, within 6 months, at the rate of $75/hr. At the recommendation of the HR Director and the Executive Director, the HR Committee discussed continuing to offer supervision hours, at no charge to the supervisee and no condition of payback.

Licensure Examination Fees and Renewals Policy - The current policy for licensure and certification renewal fees does not address initial examination fees, only renewals.

The HR Committee discussed the following changes to the current policy:

- adding the SAP (Substance Abuse Professional) credential to renewals funded by the agency (limited to 2),
- adding the initial certification and renewal fees for QMHP, Peer Recovery Specialist, and CSAC, upon supervisor and ED approval,
- For all licensed individuals, MPNN will fund renewals only,
- Any additional credential not outlined in the policy, the Executive Director will decide, in conjunction with the Division Director.

Vehicle Use Policy Update - The HR Committee discussed the deletion of the "no eating or drinking" wording in the current vehicle use policy. This change would be made with the understanding that the vehicle is to be left in suitable condition for the next driver.

Harassment Policy Update - The HR Committee discussed the addition of "Workplace harassment also applies to travel for business or when a group of employees attend a work function or work related event after work hours", to the harassment policy.

Health Insurance - The FY24-25 renewal was submitted from The Local Choice, which included an 11% increase in premiums, for a total of a 19.68% increase over the last 3 years that has been absorbed by the agency. This year, due to recognizing reductions in other fringe costs during FY25, the CSB will be able to absorb 5% of the increase, while staff will absorb 6%. This increase will be reflected in the FY24-25 budget.

Action could not be taken on these items as a quorum was not present.

Ms. Coates suggested that a called Board meeting be scheduled for late April / early May so that action could be taken on the items presented today. There must be a quorum physically present at the meeting. Dates will be sent out in the next two days for the called meeting. The preference is to hold the meeting as soon after the 18th as possible, as that is the date of the second round of Executive Director interviews.

Search Committee Report – Ms. Stokes said that the Search Committee (comprised of Ms. Trent, Mr. Haynie and Ms. Stokes), had been working tirelessly to hire a new Executive Director. They have been working under the guidance of the Department of Behavioral Health and Developmental Services. She reviewed the timeline of the Executive Director hiring process, which can be found on the web site. She said that there had been 19 applicants, with one candidate withdrawing their application. There are two strong candidates.

Property Update – Mr. Kight said that work had been done on security at the Counseling Centers. Staff will now have cards to use to open the doors to the buildings. He thanked IT and HR staff for their work on this. The first phase of the installation has been completed. The next step is installing cameras.

Mr. Kight said there have been many problems with the air conditioning system at the Essex Counseling Center. Several repairs have had to be done. A consultant was hired to assess the system. They recommended replacing the roof top unit, which would cost approximately $300,000. The Properties, Inc. Board will need to look at how to pay for a new system and / or possibly look at other options. Mr. Kight said he would be meeting with the Properties, Inc. Board.

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

Gail Slaughter
Recorder

DRAFT

April 23, 2024

The Middle Peninsula Northern Neck Community Services Board (CSB), held a Board meeting on April 23, 2024 at the Essex Counseling Center in Tappahannock, Virginia.

BOARD MEMBERS PRESENT

Kathryn Knoeller
Antenette Stokes (ZOOM)
Jay Mitchell
Jim Jackson
Pratt Haynie
Tiffany Webb
Edith Turner (ZOOM)
Rosalyn Trent
Alice Coates
Betsy Liljeberg
David Parr

STAFF PRESENT

Linda Hodges, Executive Director
Carolyn Gibson, Director, Human Resources
Erich Campbell, Director, IT
Alicia Dillon, Director, ID/DD Services (ZOOM)
Cheryl Matteo-Kerney, Director, Prevention Service (ZOOM)
Ken Hickman, Director, Finance (ZOOM)
Jeannette Thompson, Senior Accounting Specialist (ZOOM)
Cecelie Harris, Accounts Payable Specialist (ZOOM)
Gail Slaughter, Executive Administrative Assistant
Perryann Whitehurst, Senior Administrative Assistant

Ms. Knoeller called the meeting to order. A quorum was present.

Guests – There were no guests in attendance.

Public Comment – There was no public comment.

Agenda Additions – Ms. Liljeberg moved that a discussion on quorums be added to the agenda. Ms. Webb seconded the motion, which passed unanimously.

Minutes – Mr. Haynie moved approval of the minutes from the February 20, 2024 Board meeting. Mr. Mitchell seconded the motion, which passed unanimously.

Executive Session - Mr. Jackson moved the Board go into Executive Session as provided for by the Code of Virginia Section 2.2-3711 (A) (1), for the discussion or consideration of personnel matters. Mr. Haynie 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: Ms. Knoeller, aye; Ms. Stokes, aye; Mr. Parr, aye; Mr. Haynie, aye; Ms. Trent, aye; Mr. Mitchell, aye; Ms. Coates, aye, Mr. Jackson, aye; Ms. Webb, aye; Ms. Turner, aye; and Ms. Liljeberg, aye.

Program Committee –

The Program Committee met on March 13, 2024.

- Assertive Community Treatment Program (ACT) – The Program Committee recommends to the full Board starting an ACT program in the Northern Neck area. The motion passed unanimously. This program serves individuals that are diagnosed with a serious mental illness who have not had success with traditional clinic based services. Start up expenses are covered by a grant.

- ID/DD Day Support Program - The Program Committee recommends to the full Board moving forward with an ID/DD Day Support Program. The motion passed unanimously. This program will be located at the ID/DD office in Urbanna. This program provides peer interactions, community integration, career planning and enhancement of social networks.

- Discontinuing Mobile Crisis Effective July 1, 2024- The motion passed unanimously. Colonial Services Board will provide this service.

Human Resources Committee –

The Human Resources Committee met on April 3, 2024.

- Licensure Supervision Agreement – The Human Resources Committee recommends to the full Board discontinuing the licensure supervision agreement with employees, effective immediately. The motion passed unanimously. Currently, the agency offers licensed eligible clinicians the opportunity to receive in house supervision from a licensed professional to qualify for licensure. The licensure supervision agreement provides the hours needed, at no charge, with the condition of the supervisee staying employed with the agency for 2 years after becoming licensed. If the employee leaves before the end of the 2 year period, the pro-rated number of hours of supervision received is expected to be paid back, within 6 months, at the rate of $75/hr. The HR Committee recommends continuing to offer supervision hours, at no charge to the supervisee and no condition of payback.

- License Examination Fees and Renewals Policy Updates – The Human Resources Committee recommends to the full Board approval of the updates to the License Examination Fees and Renewals Policy, effective May 1, 2024. The motion passed unanimously. The current policy for licensure and certification renewal fees does not address initial examination fees, only renewals. Updates to the policy include:

    - adding the SAP (Substance Abuse Professional) credential to renewals funded by the agency (limited to 2),

- adding the initial certification and renewal fees for QMHP, Peer Recovery Specialist, and CSAC, upon supervisor and ED approval,
- For all licensed individuals, MPNN will fund renewals only,
- Any additional credential not outlined in the policy, the Executive Director will decide, in conjunction with the Division Director.

- Health Insurance – The Human Resources Committee recommends to the full Board approval of employees within the health insurance plan paying 6% of the increase in premiums for FY 24-25 and that the remainder of the increase be funded by the Board – to be reflected in the FY 24-25 budget. The motion passed unanimously.

- Vehicle Use Policy Update – The Human Resources Committee recommends to the full Board approval of the update to the Vehicle Use Policy, effective immediately. The motion passed unanimously. The "no eating or drinking in any company vehicle" statement will be deleted from the policy.

- Harassment Policy Addition - The Human Resources Committee recommends to the full Board approval of the addition to the Harassment Policy, effective immediately. The motion passed unanimously. The statement that workplace harassment also applies to travel for business or when a group of employees attend a work function or event after work hours, will be added to the policy.

Other - Board members received invitations to the 50th Anniversary celebration.

Ms. Hodges said that as a good transition to the new Executive Director, she recommends having a School Board governance training. If Board members are interested, Ms. Hodges said she was willing to organize it.

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

Gail Slaughter
Reorder

Middle Peninsula Northern Neck Behavioral Health

FY25 Budget Draft-Summary

PROGRAM	REVENUE	EXPENDITURES	NET PROGRAM
Mental Health	$ 10,547,976	$ 10,317,873	$ 230,103
Community-Based	$ 3,551,448	$ 3,455,367	$ 96,081
Developmental	$ 3,811,700	$ 3,713,206	$ 98,494
Prevention	$ 1,063,812	$ 791,686	$ 272,126
Recovery	$ 1,005,417	$ 1,092,936	$ (87,519)
Early Intervention/ Healthy Families	$ 2,162,037	$ 2,904,682	$ (742,645)
Youth & Family	$ 2,956,960	$ 2,823,016	$ 133,944
NET	$ 25,099,350	$ 25,098,767	$ 583

Middle Peninsula Northern Neck Community Services Board

Balance Sheet - Unposted Transactions Included In Report

As of 4/30/2024

		Current Year
Assets		
Current Assets		
Cash & Cash Equivalents		
Cash in Bank-Operating-Chesap...	1101000	8,601,174.59
Cash in Bank-Payroll-Chesapeake	1101001	15,156.16
Cash in Bank-Northern Neck	1101002	39,754.12
Flexible Spending Account-Ches...	1102000	50,052.07
LGIP	1107000	49,229.00
Savings Bonds	1108000	62,208.00
Petty Cash/Change Funds	1201000	2,470.00
Total Cash & Cash Equivalents		8,820,043.94
Total Current Assets		8,820,043.94
Total Assets		8,820,043.94
Liabilities		
Short-term Liabilities		
Accounts Payable		
Accounts Payable	3100000	369,621.18
Total Accounts Payable		369,621.18
Other Short-term Liabilities		
Employee Health Insurance With...	3145000	(397.14)
FSA Empl Funds Deposit	3301000	50,052.07
Suspense Account	3600000	(2,864.48)
Other		56,310.26
Total Other Short-term Liabilities		103,100.71
Total Short-term Liabilities		472,721.89
Long-term Liabilities		
Other Long-term Liabilities		
Refundable Client Security Depo...	3300000	3,600.00
Total Other Long-term Liabilities		3,600.00
Total Long-term Liabilities		3,600.00
Total Liabilities		476,321.89
Net Assets		
Fund Balances		
General Fund Balance	4001000	5,186,480.76
Restricted Captial Balance	4002000	432.00
Admin Rev Fund-Other G Fund	4003000	29,955.19
PC/CHNG/Bonds Offset	4004000	2,420.00
Total Fund Balances		5,219,287.95
Current YTD Net Income		
		3,124,434.10
Total Current YTD Net Income		3,124,434.10
Total Net Assets		8,343,722.05
Total Liabilities and Net Assets		8,820,043.94

Middle Peninsula Northern Neck Community Services Board

Statement of Revenues and Expenditures - Statement of R/E Non Grants/Special Funds - Unposted Transactions Included In Report

From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Year Actual
Net by Cost Center			
Mental Health Administration	100	10,494.35	138,438.27
MH Adult Outpatient Counseling	102	2,467.73	571,561.38
MH Med/Psychiatric Services	103	(11,728.57)	(230,461.31)
MH Youth Administration	114	3,189.21	80,223.79
MH Youth and Family Outpatient Counseling	115	(16,735.12)	(24,990.30)
Community Based Srv Administration	117	3,607.59	15,916.66
MH Youth and Family Inhome Services	120	16,241.62	64,330.48
MH Youth High Fidelity Wrap Around	126	(6,662.16)	48,617.74
MH Youth Case Management	130	(7,096.55)	66,696.93
MH Adult Case Management	131	23,576.08	134,643.43
MH Healthy Famiies Case Management	133	(3,946.28)	(50,484.02)
MH Youth and Family Ambulatory Crisis St...	141	(17,247.08)	(21,387.99)
MH Psychosocial Rehabilitation	145	21,632.38	187,031.03
Mobile Crisis Hub	157	(11,099.88)	553,796.39
MH Supervised Residential	160	(18,504.28)	(146,308.66)
MH Adult Supportive Residential	165	12,585.29	48,855.46
SA Administration	200	(694.17)	(24,881.72)
SA Adult Case Management	201	(1,195.19)	683.05
SA Adult Outpatient	202	56,006.57	598,708.35
SA Adult Intensive Outpatient	203	23,078.24	269,913.34
SA Supervised Residential	207	(5,838.83)	30,507.85
SA MAT (Medical Assistance Treatment)	210	16,606.20	346,076.97
Youth SUD	215	13,168.74	53,435.79
SA Prevention	250	2,924.02	121,882.12
SABG CASS Suplemental	252	(59.65)	335.00
ID Administration	300	10,102.66	66,734.38
ID Case Management	310	552.21	(133,855.90)
ID Supportive Residential	330	(3,591.47)	(101,092.53)
ID Intensive Residential	340	44,944.96	374,438.80
ID Supervised Residential	345	22,862.14	100,007.63
MH Adult Emergency Services	400	(51,143.85)	(196,708.91)
CoOP/Recovery Works	420	8,803.66	32,017.13
Jail Assessment and Evaluation	430	(160.40)	11,306.06
MH Assessment	440	11,034.96	232,563.29
Executive Director	500	(3,133.56)	19,598.07
Board	501	(129.65)	2,163.53
Quality Assurance	502	(1,846.37)	10,159.98
Finance	503	3,728.66	53,994.68
DIT	504	(735.44)	2,142.02
Human Resources	505	2,960.58	29,680.53
Facility Management	506	(3,560.47)	(17,942.28)
COOP-Admin	507	(1,528.31)	(7,794.72)
Fleet Manager	508	(4,843.42)	21,765.51
RISP Infant and Toddler Int Srv-Part C	735	(63,393.94)	(434,919.27)
Total Net by Cost Center		75,693.21	2,897,398.03

Middle Peninsula Northern Neck Community Services Board

Statement of Revenues and Expenditures - Statement of R/E Grants/Special Funds - Unposted Transactions Included In Report

From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Year Actual
Net by Cost Center			
Fiscal Agent-Regional Suicide Prevention	670	0.00	(4,716.32)
Consumer Op Federal	700	551.51	551.51
Consumer Op Federal PRC	720	19,467.05	(29,587.87)
MH Jail Diversion Grant	722	7,635.44	63,088.55
MH CIT Assessment Center	726	(721.22)	14,271.53
PACT	727	36,795.16	162,196.70
Healthy Families	730	(14,670.80)	(29,383.93)
VTSF6	752	7,254.19	(10,677.93)
Prevention VASOR Opioid Grnt 100K even	754	(6,051.79)	(2,120.31)
SA Opioid Prevention Grant	759	0.00	(53.65)
84 Main Street Activity Fund	802	0.00	918.74
Charterhouse Vending/client usage	803	(11.70)	624.06
Olson	822	0.00	891.99
RISP XMAS	823	(534.63)	(195.89)
Owens	825	0.00	2,500.00
RISP Equipment	826	0.00	764.06
Joan/Felicia Angel Fund	827	0.00	408.69
Gloucester Community Foundation	829	0.00	1,104.00
Healthy Beginnings	831	(2,899.63)	42,557.47
Suicide Prevention Special Fund	840	0.00	6,005.57
Special HPR-V Suicide Prev	841	0.00	6,081.25
Patrick Dorgan Family Institute Fund	842	0.00	1,807.85
Total Net by Cost Center		46,813.58	227,036.07

Middle Peninsula Northern Neck Community Services Board

Statement of Revenues and Expenditures - whole house - Unposted Transactions Included In Report

From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Used
	Revenue								
	State Funds								
6110000	State General Funds	91,440.82	59,150.00	32,290.82	716,088.04	591,500.00	124,588.04	709,789.00	0.88%
6110001	State CSB Pharmacy Allocation	19,626.58	19,627.00	(0.42)	196,265.80	196,270.00	(4.20)	235,519.00	3.33%
6110002	MH State Expand Telepsych Cap...	379.74	380.00	(0.26)	3,797.40	3,800.00	(2.60)	4,557.00	3.33%
6111000	State- MH Childrens Services Fu...	2,083.32	2,083.00	0.32	20,833.20	20,830.00	3.20	25,000.00	3.33%
6112100	State MH Jail Diversion	12,300.00	12,300.00	0.00	123,000.00	123,000.00	0.00	147,600.00	3.33%
6112104	State MH CIT Assessment Center	23,764.16	23,764.00	0.16	237,641.60	237,640.00	1.60	285,170.00	3.33%
6113000	State SA General Funds	97,870.32	73,311.00	24,559.32	827,869.36	733,110.00	94,759.36	879,727.00	4.10%
6113001	SUD State Unrestricted-HIV/AIDS	0.00	2,574.00	(2,574.00)	0.00	25,740.00	(25,740.00)	30,892.00	0.00%
6114000	State SA Region V Residential	5,735.58	5,736.00	(0.42)	57,355.80	57,360.00	(4.20)	68,827.00	3.33%
6115000	State SA Jail Services/Juv Detent...	5,711.24	5,711.00	0.24	57,112.40	57,110.00	2.40	68,535.00	3.33%
6115001	SUD HIV/AIDS	2,574.32	0.00	2,574.32	25,743.20	0.00	25,743.20	0.00	0.00%
6117000	State Early Intervention General ...	25,738.34	25,738.00	0.34	257,399.40	257,380.00	19.40	308,860.00	3.33%
6132000	State-MH Child& Adolescent Ser...	8,344.38	8,344.00	0.38	83,443.80	83,440.00	3.80	100,133.00	3.33%
6132002	MH-PACT	62,500.00	62,500.00	0.00	625,000.00	625,000.00	0.00	750,000.00	3.33%
6134000	State-SA SARPOS	2,822.08	2,822.00	0.08	28,220.80	28,220.00	0.80	33,865.00	3.33%
6134002	State-SA Women	25.00	25.00	0.00	250.00	250.00	0.00	300.00	3.33%
6135000	State-MH Law Reform	22,099.50	22,118.00	(18.50)	220,995.00	221,180.00	(185.00)	265,412.00	3.26%
6136000	State-MH Childrens Outpatient-2...	6,250.00	6,250.00	0.00	62,500.00	62,500.00	0.00	75,000.00	3.33%
6136008	State SUD MAT	10,833.32	10,833.00	0.32	108,333.20	108,330.00	3.20	130,000.00	3.33%
6136010	State-Gambling Prevention	0.00	0.00	0.00	71,980.00	0.00	71,980.00	0.00	0.00%
6136017	MH Step VA Same Day Access ...	27,363.06	23,328.00	4,035.06	249,422.16	233,280.00	16,142.16	279,940.00	9.09%
6136018	MH Step VA Primary Care Scree...	22,489.16	17,647.00	4,842.16	195,841.16	176,470.00	19,371.16	211,769.00	2.47%
6136019	MH Step VA Outpatient 387,380	53,971.48	44,361.00	9,610.48	482,054.92	443,610.00	38,444.92	532,338.00	0.55%
6136020	STEP VA Peer Support	8,519.80	8,520.00	(0.20)	95,800.00	85,200.00	10,600.00	102,238.00	3.70%
6136022	STEP VA Veteran's Srvs	7,397.82	7,398.00	(0.18)	73,978.20	73,980.00	(1.80)	88,774.00	3.33%
6136023	MH STEP VA Ancillary Svs	22,500.00	22,500.00	0.00	225,000.00	225,000.00	0.00	270,000.00	3.33%
6136024	MH STEP VA Case Management	0.00	8,496.00	(8,496.00)	82,169.30	84,960.00	(2,790.70)	101,962.00	0.58%
6136025	MH STEP VA Care Coordination	0.00	14,245.00	(14,245.00)	122,504.74	142,450.00	(19,945.26)	170,935.00	1.66%
6136026	MH STEP VA Psychiatric Rehab	0.00	7,958.00	(7,958.00)	71,624.88	79,580.00	(7,955.12)	95,500.00	4.99%
	Total State Funds	542,340.02	497,719.00	44,621.02	5,322,224.36	4,977,190.00	345,034.36	5,972,642.00	9.11%
	State Regional Funds								
6160000	State MH Regional Discharge As...	5,372.71	8,629.00	(3,256.29)	70,107.34	86,290.00	(16,182.66)	103,546.00	7.70%
6160001	State MH Regional ES One-Time...	0.00	16,667.00	(16,667.00)	200,000.00	166,670.00	33,330.00	200,000.00	0.00%
6164000	State MH Merged Regional	53,479.68	53,480.00	(0.32)	534,796.80	534,800.00	(3.20)	641,756.00	3.33%
6167001	MH State Regional Community E...	15,529.72	15,530.00	(0.28)	155,297.20	155,300.00	(2.80)	186,357.00	3.33%
6167002	MH Regional Child Mobile Crisis	0.00	11,854.00	(11,854.00)	87,935.16	118,540.00	(30,604.84)	142,247.00	1.81%
6167009	Regional Crisis HUB	0.00	52,708.00	(52,708.00)	0.00	527,080.00	(527,080.00)	632,500.00	0.00%
6167012	STEP VA OP Supervision	0.00	0.00	0.00	12,500.00	0.00	12,500.00	0.00	0.00%

Middle Peninsula Northern Neck Community Services Board

Statement of Revenues and Expenditures - whole house - Unposted Transactions Included In Report

From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	'ercent Used
6167013	Regional Tele Psych	0.00	2,778.00	(2,778.00)	25,000.00	27,780.00	(2,780.00)	33,333.00	5.00%
	Total State Regional Funds	74,382.11	161,646.00	(87,263.89)	1,085,636.50	1,616,460.00	(530,823.50)	1,939,739.00	5.97%
	Federal Funds								
6210000	Federal-MH-SED C&A	16,184.56	6,955.00	9,229.56	62,606.97	69,550.00	(6,943.03)	83,464.00	5.01%
6211000	Federal-MH- FBG SMI Funds	5,311.35	5,290.00	21.35	33,829.75	52,900.00	(19,070.25)	63,475.00	3.29%
6211001	Federal-MH FBG PSR Funds	0.00	8,831.00	(8,831.00)	110,801.72	88,310.00	22,491.72	105,976.00	4.55%
6214000	Federal-MH-Consumer Operated...	37,332.00	0.00	37,332.00	37,332.00	0.00	37,332.00	0.00	0.00%
6214002	Federal-MHBG-Consumer Operat...	9,349.23	0.00	9,349.23	26,236.65	0.00	26,236.65	0.00	0.00%
6214004	MH FBG Peer Services	33,710.78	16,023.00	17,687.78	125,440.28	160,230.00	(34,789.72)	192,281.00	5.23%
6214006	MH FBG SMI 1x $3672/$19275	0.00	789.00	(789.00)	0.00	7,890.00	(7,890.00)	9,468.00	0.00%
6220000	Federal-SA-Alchol & Drug Treat...	63,174.31	40,664.00	22,510.31	307,441.54	406,640.00	(99,198.46)	487,978.00	3.00%
6222000	Federal Funds-SA Womens -Alco...	0.00	1,875.00	(1,875.00)	22,494.00	18,750.00	3,744.00	22,494.00	0.00%
6226000	Federal SA Prevention Funds	0.00	12,596.00	(12,596.00)	0.00	125,960.00	(125,960.00)	151,147.00	0.00%
6226004	Federal Opiod SOR-R Prevention	0.00	5,833.00	(5,833.00)	77,210.45	58,330.00	18,880.45	70,000.00	0.30%
6228002	FBG SOR RECOVERY	30,961.64	18,951.00	12,010.64	141,017.48	189,510.00	(48,492.52)	227,416.00	2.00%
6228004	SA SOR Opioid Response	32,664.52	22,715.00	9,949.52	206,661.61	227,150.00	(20,488.39)	272,584.00	5.81%
6228009	MH STATE & LOCAL RECOVERY ...	30,699.88	0.00	30,699.88	48,677.37	0.00	48,677.37	0.00	0.00%
6230000	Federal Funds-Infant Grant- Part C	9,736.08	9,736.00	0.08	436,389.80	97,360.00	339,029.80	116,833.00	3.51%
6250000	Federal- USDA Food Program	1,922.54	1,858.00	64.54	19,542.60	18,580.00	962.60	22,296.00	7.65%
	Total Federal Funds	271,046.89	152,116.00	118,930.89	1,655,682.22	1,521,160.00	134,522.22	1,825,412.00	0.70%
	Local Funds								
6300000	Local Government Funds-Chapte...	60,447.00	54,984.00	5,463.00	511,795.75	549,840.00	(38,044.25)	659,820.00	7.56%
6301000	Local Contributions	0.00	686.00	(686.00)	15,954.00	6,860.00	9,094.00	8,233.00	3.78%
6310000	Other Local	0.00	5.00	(5.00)	0.00	50.00	(50.00)	60.00	0.00%
6312001	Other Local-Glouc Sherf MOU M...	0.00	1,722.00	(1,722.00)	0.00	17,220.00	(17,220.00)	20,667.00	0.00%
6312002	Other Local-Lancaster Sheriff MOA	0.00	833.00	(833.00)	20,000.00	8,330.00	11,670.00	10,000.00	0.00%
6312025	Other Local-Gloucester Full Servi...	0.00	5,333.00	(5,333.00)	63,500.00	53,330.00	10,170.00	64,000.00	9.21%
6313000	Other Local-Middle Peninsula Re...	12,363.32	1,667.00	10,696.32	15,486.63	16,670.00	(1,183.37)	20,000.00	7.43%
6313001	Other Local-Northern Neck Regi...	3,588.22	0.00	3,588.22	6,358.25	0.00	6,358.25	0.00	0.00%
6461009	Richmond Co Safe Stable Famili...	0.00	750.00	(750.00)	0.00	7,500.00	(7,500.00)	9,000.00	0.00%
6461017	Bay Rivers Telehealth Alliance	36,013.68	23,806.00	12,207.68	123,001.45	238,060.00	(115,058.55)	285,672.00	3.05%
	Total Local Funds	112,412.22	89,786.00	22,626.22	756,096.08	897,860.00	(141,763.92)	1,077,452.00	0.17%
	Other Revenues								
6350000	Interest	1,707.02	0.00	1,707.02	19,890.10	0.00	19,890.10	0.00	0.00%
6351000	Interest-Claims	200.45	0.00	200.45	2,253.69	0.00	2,253.69	0.00	0.00%
6701000	VEYO	7,940.00	10,379.00	(2,439.00)	90,184.64	103,790.00	(13,605.36)	124,543.00	2.41%
6701001	Anthem Transportation Provider	0.00	0.00	0.00	5,230.00	0.00	5,230.00	0.00	0.00%
6701200	Department of Rehabilitative Ser...	135.00	0.00	135.00	939.00	0.00	939.00	0.00	0.00%
6708100	Gain on Disposal/Sale of Property	0.00	0.00	0.00	9,723.85	0.00	9,723.85	0.00	0.00%
6708200	Regiatration/Sales Revenue	0.00	0.00	0.00	3,932.00	0.00	3,932.00	0.00	0.00%

Middle Peninsula Northern Neck Community Services Board
Statement of Revenues and Expenditures - whole house - Unposted Transactions Included In Report
From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Used
6708400	Other Fees	850.00	625.00	225.00	6,634.50	6,250.00	384.50	7,500.00	3.46%
6708410	Rental Income	4,130.00	4,130.00	0.00	41,300.00	41,300.00	0.00	49,560.00	3.33%
6708500	HUD Management Fee	0.00	0.00	0.00	9,891.00	0.00	9,891.00	0.00	0.00%
6708600	Miscellaneous Revenue	0.09	64,540.00	(64,539.91)	6.93	645,400.00	(645,393.07)	774,479.00	0.00%
6710000	South East Transportation	0.00	0.00	0.00	4,825.60	0.00	4,825.60	0.00	0.00%
	Total Other Revenues	14,962.56	79,674.00	(64,711.44)	194,811.31	796,740.00	(601,928.69)	956,082.00	0.38%
	Other Grants State/Federal								
6801000	DSS Healthy Families Grant	0.00	15,151.00	(15,151.00)	124,163.64	151,510.00	(27,346.36)	181,816.00	3.29%
6801001	VTSF 6 Grant	11,023.00	4,167.00	6,856.00	30,939.00	41,670.00	(10,731.00)	50,000.00	1.87%
6803001	First Aid & Suicide Prevention	0.00	10,417.00	(10,417.00)	0.00	104,170.00	(104,170.00)	125,000.00	0.00%
6803005	New Freedom Grant	1,037.15	865.00	172.15	12,528.85	8,650.00	3,878.85	10,374.00	0.77%
6803015	Fiscal Agent-Regional Suicide Pr...	0.00	0.00	0.00	125,000.00	0.00	125,000.00	0.00	0.00%
	Total Other Grants State/Federal	12,060.15	30,600.00	(18,539.85)	292,631.49	306,000.00	(13,368.51)	367,190.00	3.69%
	Retained Balances								
6910000	Retained Balances - State	12,070.36	51,142.00	(39,071.64)	1,953,107.02	511,420.00	1,441,687.02	613,715.00	3.24%
6911000	Retained Balances- Federal	(1,615.00)	27,083.00	(28,698.00)	645,064.78	270,830.00	374,234.78	325,000.00	3.48%
6915000	Retained Balances- Other Restri...	0.00	7,083.00	(7,083.00)	0.00	70,830.00	(70,830.00)	85,000.00	0.00%
6917000	Retained Balance- Other Funds	0.00	0.00	0.00	74,867.78	0.00	74,867.78	0.00	0.00%
6919000	Retained Earnings-Regional	0.00	46,852.00	(46,852.00)	970,448.45	468,520.00	501,928.45	562,216.00	2.61%
	Total Retained Balances	10,455.36	132,160.00	(121,704.64)	3,643,488.03	1,321,600.00	2,321,888.03	1,585,931.00	3.74%
	Allocated Costs								
6920000	Allocated Cost Revenue - Agenc...	245,037.00	245,037.00	0.00	2,450,370.00	2,450,370.00	0.00	2,940,440.00	3.33%
6925000	MH Administration- Allocated Co...	90,404.00	90,402.00	2.00	904,040.00	904,020.00	20.00	1,084,820.00	3.33%
6926000	SA Administration- Allocated Cos...	39,658.00	39,658.00	0.00	396,580.00	396,580.00	0.00	475,901.00	3.33%
6927000	ID Administration- Allocated Cos...	43,691.00	43,742.00	(51.00)	436,910.00	437,420.00	(510.00)	524,907.00	3.23%
6928000	Youth Administration-Allocated C...	45,892.00	45,892.00	0.00	458,920.00	458,920.00	0.00	550,701.00	3.33%
6929000	Community Based Allocated Cos...	23,925.00	23,925.00	0.00	239,250.00	239,250.00	0.00	287,104.00	3.33%
	Total Allocated Costs	488,607.00	488,656.00	(49.00)	4,886,070.00	4,886,560.00	(490.00)	5,863,873.00	3.32%
	Fee Collections								
6400000	Direct Client Fees	26,037.27	30,904.00	(4,866.73)	281,285.82	309,040.00	(27,754.18)	370,852.00	5.84%
6410001	Medicare Fees	8,269.79	5,757.00	2,512.79	70,431.35	57,570.00	12,861.35	69,080.00	1.95%
6410003	Medicare HMO	416.95	240.00	176.95	4,895.26	2,400.00	2,495.26	2,871.00	0.50%
6420008	Medicaid Rehab	758.28	0.00	758.28	10,328.71	0.00	10,328.71	0.00	0.00%
6420015	MEDICAID	895,364.83	1,020,946.00	(125,581.17)	8,604,264.02	10,209,460.00	(1,605,195.98)	12,251,358.00	0.23%
6431000	Healthkeepers Blue Cross Blue S...	13,285.50	16,950.00	(3,664.50)	133,273.04	169,500.00	(36,226.96)	203,395.00	5.52%
6431006	Commercial	3,830.93	5,437.00	(1,606.07)	50,030.74	54,370.00	(4,339.26)	65,251.00	6.67%
6431010	CIGNA	414.19	648.00	(233.81)	3,737.14	6,480.00	(2,742.86)	7,768.00	3.10%
6441002	United Behavioral Healthcare	478.86	22.00	456.86	478.86	220.00	258.86	272.00	6.05%
6441004	Aetna BH/Carenet	0.00	0.00	0.00	357.50	0.00	357.50	0.00	0.00%
6441006	Optima Family Care MCD HMO	0.00	0.00	0.00	403.22	0.00	403.22	0.00	0.00%

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From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	ercent Used
6441010	Anthem Behavioral Health Home	0.00	537.00	(537.00)	30,228.19	5,370.00	24,858.19	6,440.00	9.38%
6450000	Courts	0.00	289.00	(289.00)	435.00	2,890.00	(2,455.00)	3,467.00	2.54%
6451000	Juvenile Justice 9th and 15th Dis...	159.05	222.00	(62.95)	2,030.02	2,220.00	(189.98)	2,661.00	6.28%
6451003	Probation and Parole District 5	0.00	2,515.00	(2,515.00)	121.03	25,150.00	(25,028.97)	30,179.00	0.40%
6451004	Probation and Paroile District 33	0.00	2,951.00	(2,951.00)	12,268.85	29,510.00	(17,241.15)	35,413.00	4.64%
6461003	CPMT/FAPT	8,462.66	15,750.00	(7,287.34)	166,561.99	157,500.00	9,061.99	189,000.00	8.12%
6461004	Gloucester Safe and Stable Fami...	1,715.00	1,250.00	465.00	7,935.00	12,500.00	(4,565.00)	15,000.00	2.90%
6461006	Lancaster Safe and Stable Famili...	0.00	384.00	(384.00)	2,612.96	3,840.00	(1,227.04)	4,604.00	6.75%
6461010	Other CSB DAP	10,669.00	0.00	10,669.00	26,722.00	0.00	26,722.00	0.00	0.00%
6461016	Bay Aging	0.00	0.00	0.00	6,789.95	0.00	6,789.95	0.00	0.00%
	Total Fee Collections	969,862.31	1,104,802.00	(134,939.69)	9,415,190.65	11,048,020.00	(1,632,829.35)	13,257,611.00	1.02%
	Total Revenue	2,496,128.62	2,737,159.00	(241,030.38)	27,251,830.64	27,371,590.00	(119,759.36)	32,845,932.00	2.97%
	Expenses								
	Staff Wages Expense								
5100000	Salaries and Wages	1,117,704.01	1,349,657.00	231,952.99	10,034,852.60	13,496,570.00	3,461,717.40	16,195,898.00	1.95%
5101000	Wages-Hourly	105,114.18	120,298.00	15,183.82	1,129,514.68	1,202,980.00	73,465.32	1,443,552.00	3.24%
5101001	COOP Hourly	0.00	379.00	379.00	0.00	3,790.00	3,790.00	4,545.00	0.00%
5101003	Supervision Pay	105.00	833.00	728.00	1,225.00	8,330.00	7,105.00	10,000.00	2.25%
5102000	Base Rate-Second Job	0.00	4,285.00	4,285.00	0.00	42,850.00	42,850.00	51,423.00	0.00%
5103000	Overtime Wages	17,628.03	9,095.00	(8,533.03)	147,220.70	90,950.00	(56,270.70)	109,147.00	4.88%
5103010	Wages- Holidays	0.00	6,262.00	6,262.00	707,158.40	62,620.00	(644,538.40)	75,145.00	1.05%
5103020	Wages-Resd Differential	2,030.50	761.00	(1,269.50)	22,166.75	7,610.00	(14,556.75)	9,125.00	2.92%
5103030	Wages On Call-Stipend	38,536.66	43,511.00	4,974.34	436,636.24	435,110.00	(1,526.24)	522,116.00	3.62%
5103050	Retention Incentive	1,600.00	0.00	(1,600.00)	5,108.96	0.00	(5,108.96)	0.00	0.00%
5103070	Earned Leave Payout	0.00	0.00	0.00	57,141.59	0.00	(57,141.59)	0.00	0.00%
5103080	Inclement Weather	303.38	0.00	(303.38)	303.38	0.00	(303.38)	0.00	0.00%
	Total Staff Wages Expense	1,283,021.76	1,535,081.00	252,059.24	12,541,328.30	15,350,810.00	2,809,481.70	18,420,951.00	8.08%
	Staff Fringe Expense								
5201000	Employer FICA Expense	76,672.84	93,977.00	17,304.16	739,391.47	939,770.00	200,378.53	1,127,682.00	5.56%
5201050	Medicare Withholding Expense	17,931.49	21,981.00	4,049.51	175,144.43	219,810.00	44,665.57	263,732.00	6.41%
5202000	Health Insurance Expense	157,535.01	179,264.00	21,728.99	1,524,087.01	1,792,640.00	268,552.99	2,151,129.00	0.85%
5202030	Dental Expense	260.84	398.00	137.16	2,740.72	3,980.00	1,239.28	4,777.00	7.37%
5202050	AFLAC Insurance Expense	1,059.90	1,985.00	925.10	11,404.24	19,850.00	8,445.76	23,806.00	7.90%
5203000	Wellness Expense	292.76	589.00	296.24	3,135.60	5,890.00	2,754.40	7,059.00	4.41%
5203010	FSA/HRA Fringe Expense	2,651.90	3,580.00	928.10	27,341.44	35,806.00	8,464.56	42,958.00	3.64%
5203040	Flex/HRA Admin Expenses	116.50	178.00	61.50	1,193.75	1,780.00	586.25	2,141.00	5.75%
5203050	ACA Admin Expenses	0.00	68.00	68.00	0.00	680.00	680.00	819.00	0.00%
5204000	Virginia Retirement System Expe...	0.00	0.00	0.00	314.51	0.00	(314.51)	0.00	0.00%
5204001	IMARC Expense	12,818.46	19,922.00	7,103.54	123,514.87	199,220.00	75,705.13	239,072.00	1.66%

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From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Used
5204050	Group Life Insurance Expense	15,053.74	19,115.00	4,061.26	142,732.58	191,150.00	48,417.42	229,388.00	2.22%
5204055	Virginia Local Disability Program	5,336.18	4,468.00	(868.18)	48,963.62	44,680.00	(4,283.62)	53,568.00	1.40%
5204056	Disabiltiy Program Plans 1 & 2	2,778.06	2,766.00	(12.06)	27,611.49	27,660.00	48.51	33,161.00	3.26%
5205000	Workers Compensation Insuranc...	0.00	11,253.00	11,253.00	118,397.66	112,530.00	(5,867.66)	135,000.00	7.70%
5206000	Unemployment Insurance Expense	134.75	2,575.00	2,440.25	3,813.49	25,750.00	21,936.51	30,892.00	2.34%
	Total Staff Fringe Expense	292,642.43	362,119.00	69,476.57	2,949,786.88	3,621,196.00	671,409.12	4,345,184.00	7.89%
	New Hire/Staff Fees								
5331000	TB Tests	0.00	23.00	23.00	212.42	230.00	17.58	257.00	2.65%
5331001	Drug Testing	0.00	214.00	214.00	5,577.00	2,140.00	(3,437.00)	2,620.00	2.86%
5332000	Staff Notary Public Fees	0.00	11.00	11.00	0.00	110.00	110.00	133.00	0.00%
5332001	CPR/First Aide Training	1,750.00	1,047.00	(703.00)	8,850.00	10,470.00	1,620.00	12,532.00	0.61%
5333000	Criminal Records Check	378.00	237.00	(141.00)	4,141.00	2,370.00	(1,771.00)	2,876.00	3.98%
5334000	Wellness Program	0.00	32.00	32.00	217.08	320.00	102.92	388.00	5.94%
5336000	Position Advertisements	0.00	800.00	800.00	1,135.00	8,000.00	6,865.00	9,600.00	1.82%
5337000	Agency Staff Clothing	0.00	12.00	12.00	83.41	120.00	36.59	148.00	6.35%
5338001	Recruitment Fairs	50.00	17.00	(33.00)	502.00	170.00	(332.00)	200.00	1.00%
	Total New Hire/Staff Fees	2,178.00	2,393.00	215.00	20,717.91	23,930.00	3,212.09	28,754.00	2.05%
	Staff Developement								
5310000	Dues and Memberships	0.00	1,050.00	1,050.00	23,894.85	10,500.00	(13,394.85)	12,605.00	9.56%
5311000	Licensure/Certificates	25.00	1,119.00	1,094.00	2,637.91	11,190.00	8,552.09	13,397.00	9.69%
5311001	Licensure/Certifcation Exam/Con...	0.00	101.00	101.00	1,173.20	1,010.00	(163.20)	1,233.00	5.15%
5311003	Workshops/Conferences	4,930.00	2,947.00	(1,983.00)	14,137.47	29,470.00	15,332.53	35,338.00	0.00%
5312000	In-Service CSB Training	0.00	56.00	56.00	4,400.00	560.00	(3,840.00)	667.00	9.67%
5312001	Person Centered Training	0.00	59.00	59.00	0.00	590.00	590.00	713.00	0.00%
5312002	Federally Funded Training	0.00	0.00	0.00	7,141.00	0.00	(7,141.00)	0.00	0.00%
5313000	In-Service CSB Training Food/Ot...	315.82	276.00	(39.82)	4,337.71	2,760.00	(1,577.71)	3,311.00	1.00%
5313001	Grant Workshops/Conferences	0.00	128.00	128.00	2,566.83	1,280.00	(1,286.83)	1,533.00	7.43%
5313002	CIT Training/Supplies	0.00	10.00	10.00	279.57	100.00	(179.57)	125.00	3.65%
5314000	Grant Workshops/Conf Meals an...	64.77	392.00	327.23	1,667.78	3,920.00	2,252.22	4,700.00	5.48%
5314001	Tuition Reimbursment Regular	0.00	329.00	329.00	0.00	3,290.00	3,290.00	3,946.00	0.00%
5315000	Tuition Reimbursement Required	0.00	0.00	0.00	149.98	0.00	(149.98)	0.00	0.00%
5316002	Software/Hardware Training-Other	698.00	0.00	(698.00)	698.00	0.00	(698.00)	0.00	0.00%
5317000	Relias Training Software	0.00	2,914.00	2,914.00	223.95	29,140.00	28,916.05	34,959.00	0.64%
5320000	Subscriptions	0.00	118.00	118.00	393.00	1,180.00	787.00	1,416.00	7.75%
5321000	Newpaper Subscriptions	0.00	14.00	14.00	69.00	140.00	71.00	171.00	0.35%
5322000	Web Subscriptions	4,668.23	260.00	(4,408.23)	9,840.13	2,600.00	(7,240.13)	3,119.00	5.48%
5323000	Books and Publications	0.00	276.00	276.00	678.10	2,760.00	2,081.90	3,325.00	0.39%
5324000	Required Manuals/ Code Books /...	0.00	114.00	114.00	1,411.66	1,140.00	(271.66)	1,365.00	3.41%
	Total Staff Developement	10,701.82	10,163.00	(538.82)	75,700.14	101,630.00	25,929.86	121,923.00	2.09%
	Facilities Expenses								

Middle Peninsula Northern Neck Community Services Board

Statement of Revenues and Expenditures - whole house - Unposted Transactions Included In Report

From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	'ercent Used
5340000	Rents and Leases	24,154.06	24,264.00	109.94	245,458.79	242,640.00	(2,818.79)	291,169.00	4.30%
5341000	Properties Inc. Rent	36,540.00	36,541.00	1.00	365,400.00	365,410.00	10.00	438,478.00	3.33%
5342000	Other Lease Arrangements	0.00	31.00	31.00	494.30	310.00	(184.30)	368.00	4.32%
5343000	Storage Facilities	(537.00)	71.00	608.00	(537.00)	710.00	1,247.00	851.00	.10)%
5350000	Electric/Gas	10,150.40	12,142.00	1,991.60	113,017.07	121,420.00	8,402.93	145,663.00	7.58%
5351000	Water/Sewage	1,437.71	1,554.00	116.29	15,029.35	15,540.00	510.65	18,637.00	0.64%
5352000	Refuse Collection	1,127.80	1,360.00	232.20	14,173.30	13,600.00	(573.30)	16,333.00	6.77%
5353000	Cable Service	1,984.71	2,013.00	28.29	19,681.69	20,130.00	448.31	24,164.00	1.45%
5360000	Telephone System	0.00	392.00	392.00	999.04	3,920.00	2,920.96	4,692.00	1.29%
5361000	Regular Telephone Service	4,492.30	6,040.00	1,547.70	52,796.35	60,400.00	7,603.65	72,445.00	2.87%
5361001	Electronic Fax	0.00	220.00	220.00	0.00	2,200.00	2,200.00	2,640.00	0.00%
5362000	Long Distance Telephone Service	625.98	673.00	47.02	6,160.16	6,730.00	569.84	8,045.00	6.57%
5362001	Personal call reimbursements	0.00	0.00	0.00	114.73	0.00	(114.73)	0.00	0.00%
5363000	Cellular Service	14,072.14	14,047.00	(25.14)	137,567.19	140,470.00	2,902.81	168,555.00	1.61%
5364000	Phone/Directory Advertising	0.00	0.00	0.00	47.25	0.00	(47.25)	0.00	0.00%
5365000	Telephone Maintenance/Repair	65.00	428.00	363.00	11,498.40	4,289.00	(7,209.40)	5,137.00	3.83%
5367000	Internet Services	7,339.37	9,309.00	1,969.63	60,855.19	93,090.00	32,234.81	111,724.00	4.46%
5367001	Clubhouse Internet	206.75	134.00	(72.75)	1,703.50	1,340.00	(363.50)	1,611.00	5.74%
5370000	Building Repairs	661.75	2,117.00	1,455.25	19,525.47	21,170.00	1,644.53	25,378.00	6.93%
5371000	Heating/Air Conditioning Service	0.00	241.00	241.00	1,189.80	2,416.00	1,226.20	2,918.00	0.77%
5372000	Snow Removal	0.00	39.00	39.00	150.00	390.00	240.00	467.00	2.11%
5374000	Lawn Care	420.00	240.00	(180.00)	4,293.82	2,400.00	(1,893.82)	2,881.00	9.03%
5375000	Janitorial/Maid Service	1,566.00	444.00	(1,122.00)	7,206.99	4,440.00	(2,766.99)	5,337.00	5.03%
5375001	Carpet Cleaning	0.00	0.00	0.00	2,990.00	0.00	(2,990.00)	0.00	0.00%
5376000	Pest Control	604.00	763.00	159.00	6,490.00	7,630.00	1,140.00	9,134.00	1.05%
5390000	Building Rennovations	0.00	45.00	45.00	0.00	456.00	456.00	541.00	0.00%
5390001	Annual Equipment Inspections	160.00	273.00	113.00	2,540.00	2,746.00	206.00	3,302.00	6.92%
5400000	Facility Supplies	4,970.66	3,635.00	(1,335.66)	43,283.14	36,350.00	(6,933.14)	43,625.00	9.21%
5401000	Facility Expense/Misc	653.77	662.00	8.23	7,424.04	6,628.00	(796.04)	7,947.00	3.41%
5404000	Medical/Health Supplies	0.00	312.00	312.00	535.12	3,120.00	2,584.88	3,760.00	4.23%
	Total Facilities Expenses	110,695.40	117,990.00	7,294.60	1,140,087.69	1,179,945.00	39,857.31	1,415,802.00	0.53%
	Equipment & Supplies								
5411000	Equipment/Furniture/Fixtures>$...	669.99	742.00	72.01	8,228.50	7,438.00	(790.50)	8,918.00	2.26%
5411001	Equipment/Furniture/Fixtures <...	560.35	296.00	(264.35)	2,761.76	2,967.00	205.24	3,575.00	7.25%
5412000	Furniture/Fixture Consumer Assi...	0.00	492.00	492.00	0.00	4,920.00	4,920.00	5,900.00	0.00%
5414000	Equipment Leases	655.50	575.00	(80.50)	5,653.65	5,732.00	78.35	6,901.00	1.92%
5414001	Equipment Leases-Copiers	7,320.81	7,446.00	125.19	74,475.04	74,460.00	(15.04)	89,334.00	3.36%
5415000	Computer Hardware Exp/Supplies	32,851.90	8,618.00	(24,233.90)	74,479.22	86,180.00	11,700.78	103,400.00	2.03%
5415001	Network Hardware Expense	0.00	1,332.00	1,332.00	457.85	13,320.00	12,862.15	16,000.00	2.86%
5415002	Server Hardware Expense	0.00	3,336.00	3,336.00	0.00	33,360.00	33,360.00	40,000.00	0.00%

Middle Peninsula Northern Neck Community Services Board
Statement of Revenues and Expenditures - whole house - Unposted Transactions Included In Report
From 4/1/2024 Through 4/30/2024

		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	'ercent Used
5420000	Equipment Repairs	0.00	158.00	158.00	2,128.00	1,580.00	(548.00)	1,904.00	1.76%
5440000	Office Supplies	709.32	1,850.00	1,140.68	18,243.24	18,500.00	256.76	22,175.00	2.26%
5440001	Toner	162.98	411.00	248.02	6,691.85	4,110.00	(2,581.85)	4,940.00	5.46%
5441000	Evaluation Tools-Consumer	0.00	0.00	0.00	785.38	0.00	(785.38)	0.00	0.00%
5451000	Education Supplies/Fees	3,255.80	1,405.00	(1,850.80)	70,752.58	14,050.00	(56,702.58)	16,847.00	9.97%
5452000	Recreation Supplies/Fees	0.00	116.00	116.00	3,611.71	1,160.00	(2,451.71)	1,384.00	0.96%
5453000	Supplies-Health Fair	0.00	47.00	47.00	0.00	470.00	470.00	565.00	0.00%
5453001	Other-Health Fair	0.00	0.00	0.00	301.76	0.00	(301.76)	0.00	0.00%
5455000	Employee Award/Event Expense	1,608.82	1,250.00	(358.82)	7,246.87	12,500.00	5,253.13	15,000.00	8.31%
	Total Equipment & Supplies	47,795.47	28,074.00	(19,721.47)	275,817.41	280,747.00	4,929.59	336,843.00	1.88%
	Food & Consumer Support								
5461000	Food-Agency Staff Meetings	708.63	627.00	(81.63)	3,960.22	6,270.00	2,309.78	7,522.00	2.64%
5462000	Groceries-Residential/Day Spt/PSR	5,107.92	11,081.00	5,973.08	60,814.09	110,810.00	49,995.91	132,992.00	5.72%
5463000	Food on Outings-For Staff	51.75	115.00	63.25	(351.60)	1,150.00	1,501.60	1,405.00	.02)%
5463001	Food on Outings-For Consumer	0.00	7.00	7.00	287.47	70.00	(217.47)	88.00	6.67%
5463002	Food-Consumer Events	54.91	311.00	256.09	3,102.31	3,110.00	7.69	3,732.00	3.12%
5482000	Consumer Placement/Room/Board	1,239.00	2,576.00	1,337.00	13,620.14	25,760.00	12,139.86	30,912.00	4.06%
5482001	Consumer-Utilities	242.81	161.00	(81.81)	912.39	1,610.00	697.61	1,925.00	7.39%
5482002	Consumer Personal Supplies	0.00	277.00	277.00	998.67	2,770.00	1,771.33	3,318.00	0.09%
5482003	Consumer Indivdual for Grocerie...	0.00	25.00	25.00	0.00	250.00	250.00	300.00	0.00%
5482004	Consumer Household/Facility Su...	0.00	480.00	480.00	1,129.26	4,800.00	3,670.74	5,750.00	9.63%
5482050	Consumer Moving Expense	14.96	228.00	213.04	14.96	2,280.00	2,265.04	2,736.00	0.54%
5482100	Consumer rent Subsidy	9,923.47	10,281.00	357.53	105,915.83	102,810.00	(3,105.83)	123,370.00	5.85%
5483000	Consumer Meds/Med Supplies	1,264.44	1,178.00	(86.44)	15,580.46	11,780.00	(3,800.46)	14,132.00	0.24%
5484001	Consumer-Meals	0.00	2.00	2.00	32.99	20.00	(12.99)	22.00	9.95%
5484003	Consumer-Other Emerg	0.00	0.00	0.00	420.00	0.00	(420.00)	0.00	0.00%
5486000	Consumer-Environmental Modifi...	0.00	1,250.00	1,250.00	0.00	12,500.00	12,500.00	15,000.00	0.00%
5486001	Consumer-Assistive Technology	0.00	417.00	417.00	5,206.03	4,170.00	(1,036.03)	5,000.00	4.12%
5488000	Consumer-Legal	0.00	167.00	167.00	3,800.00	1,670.00	(2,130.00)	2,000.00	0.00%
	Total Food & Consumer Support	18,607.89	29,183.00	10,575.11	215,443.22	291,830.00	76,386.78	350,204.00	1.52%
	Vehicle & Travel Expense								
5490000	Employee Private Mileage	0.00	1,534.00	1,534.00	18,325.00	15,340.00	(2,985.00)	18,407.00	9.55%
5491000	Workshops/Conference Mileage	0.00	386.00	386.00	612.52	3,860.00	3,247.48	4,624.00	3.24%
5502001	Parking	12.00	6.00	(6.00)	287.94	66.00	(221.94)	81.00	5.48%
5511000	Gasoline/Fuel	9,128.88	9,757.00	628.12	79,585.26	97,570.00	17,984.74	117,072.00	7.97%
5511001	Oil, etc	702.13	587.00	(115.13)	6,703.69	5,870.00	(833.69)	7,037.00	5.26%
5512000	Repairs	4,336.97	3,626.00	(710.97)	50,692.56	36,260.00	(14,432.56)	43,500.00	6.53%
5512001	Towing	0.00	212.00	212.00	2,536.50	2,120.00	(416.50)	2,553.00	9.35%
5513000	Cleaning	400.00	537.00	137.00	3,557.44	5,370.00	1,812.56	6,444.00	5.20%
5513001	Tires	854.72	678.00	(176.72)	8,263.42	6,780.00	(1,483.42)	8,122.00	1.74%

Middle Peninsula Northern Neck Community Services Board
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		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	'ercent Used
5515000	Registrtation/Inspections	160.00	132.00	(28.00)	1,736.07	1,320.00	(416.07)	1,600.00	8.50%
5516026	Enterprise Vehicle Lease	0.00	8,160.00	8,160.00	94,060.73	81,600.00	(12,460.73)	97,892.00	6.08%
5517000	Vehicle Equipment	15.16	5.00	(10.16)	27.59	56.00	28.41	64.00	3.10%
5517020	Accident Repairs	0.00	209.00	209.00	3,169.98	2,090.00	(1,079.98)	2,500.00	6.79%
5521000	Food/Lodging-Non-Workshops	0.00	49.00	49.00	2,227.07	490.00	(1,737.07)	582.00	2.65%
5522000	Workshops/Seminars Food/Lodg...	0.00	579.00	579.00	1,738.48	5,790.00	4,051.52	6,952.00	5.00%
	Total Vehicle & Travel Expense	15,609.86	26,457.00	10,847.14	273,524.25	264,582.00	(8,942.25)	317,430.00	6.17%
	Professional & Consulting Services								
5532000	Psychiatric/Psychological	0.00	0.00	0.00	(200.00)	0.00	200.00	1.00	›.00)%
5532002	Psych Nurse Practitioner	48,067.90	53,733.00	5,665.10	416,619.60	537,330.00	120,710.40	644,800.00	4.61%
5535000	Evaluations/Assessments	0.00	292.00	292.00	1,400.00	2,920.00	1,520.00	3,500.00	0.00%
5537000	Other Contractual	961.88	1,250.00	288.12	244,769.78	12,500.00	(232,269.78)	15,000.00	1.79%
5537001	Interpreter	31.85	36.00	4.15	909.35	360.00	(549.35)	437.00	8.08%
5537002	COPE-Planning Council	22.97	35.00	12.03	250.83	350.00	99.17	420.00	9.72%
5540000	Consulting Services	0.00	485.00	485.00	0.00	4,850.00	4,850.00	5,825.00	0.00%
5541001	Legal-Christian Barton	693.00	3,109.00	2,416.00	19,663.04	31,090.00	11,426.96	37,310.00	2.70%
5542000	Audit/Accounting	0.00	1,641.00	1,641.00	20,750.00	16,410.00	(4,340.00)	19,674.00	5.46%
5546000	REACH-EAP program	0.00	97.00	97.00	789.48	970.00	180.52	1,138.00	9.37%
	Total Professional & Consulting Servi...	49,777.60	60,678.00	10,900.40	704,952.08	606,780.00	(98,172.08)	728,105.00	6.82%
	Information Tech Expense								
5551000	Computer Software Expenses/Su...	0.00	1,181.00	1,181.00	6,509.43	11,810.00	5,300.57	14,189.00	5.87%
5551001	Computer Hardware Maintenanc...	0.00	0.00	0.00	239.40	0.00	(239.40)	0.00	0.00%
5551002	Server /Network Software Expen...	0.00	1,753.00	1,753.00	12,488.00	17,530.00	5,042.00	21,000.00	9.46%
5553000	Profiler-Annual Support Mainten...	0.00	1,158.00	1,158.00	14,167.13	11,580.00	(2,587.13)	13,900.00	1.92%
5554000	MIP Annual Software/Support ...	0.00	1,005.00	1,005.00	11,797.51	10,050.00	(1,747.51)	12,061.00	7.81%
5554001	UKG P/R & H/R Software	0.00	6,333.00	6,333.00	76,010.40	63,330.00	(12,680.40)	76,010.00	0.00%
5554004	Other Software Maintenance Agr...	15,227.75	9,421.00	(5,806.75)	96,577.19	94,210.00	(2,367.19)	113,045.00	5.43%
5556000	Teleconferencing Expense	660.52	349.00	(311.52)	3,718.70	3,490.00	(228.70)	4,183.00	8.90%
5557004	Credible Annual EHR Support/M...	12,119.01	13,010.00	890.99	94,120.47	130,100.00	35,979.53	156,122.00	0.28%
5557005	Credible Bill Outsourcing-Postage	0.00	16,222.00	16,222.00	130,000.00	162,220.00	32,220.00	194,667.00	6.78%
	Total Information Tech Expense	28,007.28	50,432.00	22,424.72	445,628.23	504,320.00	58,691.77	605,177.00	3.64%
	Other Contract Services								
5560000	Other Contract Services	200.00	1,604.00	1,404.00	11,680.00	16,040.00	4,360.00	19,227.00	0.74%
5563002	Trizetto-Cons Billing Postage Fees	2,149.52	2,430.00	280.48	23,709.76	24,300.00	590.24	29,157.00	1.31%
5563004	Security Services	0.00	332.00	332.00	0.00	3,320.00	3,320.00	4,000.00	0.00%
	Total Other Contract Services	2,349.52	4,366.00	2,016.48	35,389.76	43,660.00	8,270.24	52,384.00	7.56%
	Postage & Printing/Duplicating								
5570000	Regular Postage	2,253.08	562.00	(1,691.08)	7,899.16	5,620.00	(2,279.16)	6,726.00	7.44%
5571000	Consumer Bill Postage-St Register	0.00	1,521.00	1,521.00	4,205.59	15,210.00	11,004.41	18,252.00	3.04%
5580000	Duplicating/Printing	0.00	346.00	346.00	1,908.49	3,460.00	1,551.51	4,153.00	5.95%

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		Current Period Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	'ercent Used
5582000	Brochures	0.00	83.00	83.00	0.00	830.00	830.00	1,000.00	0.00%
	Total Postage & Printing/Duplicating	2,253.08	2,512.00	258.92	14,013.24	25,120.00	11,106.76	30,131.00	5.51%
	Insurances								
5596000	Facility Insurance-VACO	0.00	1,312.00	1,312.00	13,999.52	13,120.00	(879.52)	15,753.00	8.86%
5597000	Vehicle Insurance-VACO	0.00	5,871.00	5,871.00	47,537.00	58,710.00	11,173.00	70,453.00	7.47%
5598000	Professional Liability Insurance-...	0.00	542.00	542.00	6,461.00	5,420.00	(1,041.00)	6,500.00	9.40%
5598001	Medical Malpractice-VA Risk	0.00	1,769.00	1,769.00	0.00	17,690.00	17,690.00	21,237.00	0.00%
5598002	General Liability-VACO	0.00	1,980.00	1,980.00	23,284.00	19,800.00	(3,484.00)	23,754.00	8.02%
	Total Insurances	0.00	11,474.00	11,474.00	91,281.52	114,740.00	23,458.48	137,697.00	5.29%
	Miscellaneous Expense								
5598003	Cyber Crime Insurance VACO	0.00	771.00	771.00	10,750.00	7,710.00	(3,040.00)	9,253.00	6.17%
5900000	Other Miscellaneous Expense	12,140.45	9,485.00	(2,655.45)	155,940.50	94,850.00	(61,090.50)	113,805.00	7.02%
5901000	Records Destruction	1,069.51	896.00	(173.51)	8,695.77	8,960.00	264.23	10,742.00	0.95%
5901001	Records Retention	3,144.00	1,075.00	(2,069.00)	12,651.30	10,750.00	(1,901.30)	12,905.00	8.03%
5901600	Donation Expense	0.00	56.00	56.00	0.00	560.00	560.00	667.00	0.00%
5902100	Educa Promotion/Advertising	0.00	5,669.00	5,669.00	228,925.07	56,690.00	(172,235.07)	68,012.00	6.59%
5902400	Grant Recovered Cost	0.00	(10,845.00)	(10,845.00)	6,250.00	(108,450.00)	(114,700.00)	(130,144.00)	.80)%
5910000	Advertising	0.00	28.00	28.00	19,400.00	280.00	(19,120.00)	333.00	5.82%
5910050	Marketing-Referral Development	4,222.13	5.00	(4,217.13)	9,802.57	50.00	(9,752.57)	56.00	4.58%
5990001	Bank CC Charges/Stop Pmt	798.63	488.00	(310.63)	5,145.98	4,880.00	(265.98)	5,847.00	8.01%
	Total Miscellaneous Expense	21,374.72	7,628.00	(13,746.72)	457,561.19	76,280.00	(381,281.19)	91,476.00	0.20%
	Allocated Costs								
5605000	Admin-Allocated Costs	245,039.00	245,039.00	0.00	2,450,390.00	2,450,390.00	0.00	2,940,440.00	3.33%
5606000	MH Admin.-Allocated Costs	90,402.00	90,402.00	0.00	904,020.00	904,020.00	0.00	1,084,820.00	3.33%
5607000	SA Admin.-Allocated Costs	39,659.00	39,659.00	0.00	396,590.00	396,590.00	0.00	475,901.00	3.33%
5608000	ID Admin- Allocated Costs	43,690.00	43,742.00	52.00	436,994.72	437,420.00	425.28	524,906.00	3.25%
5609000	Youth-Allocated Costs	45,892.00	45,892.00	0.00	458,920.00	458,920.00	0.00	550,700.00	3.33%
5609200	Comm Based-Allocated Costs	23,925.00	23,925.00	0.00	239,250.00	239,250.00	0.00	287,104.00	3.33%
	Total Allocated Costs	488,607.00	488,659.00	52.00	4,886,164.72	4,886,590.00	425.28	5,863,871.00	3.33%
	Total Expenses	2,373,621.83	2,737,209.00	363,587.17	24,127,396.54	27,372,160.00	3,244,763.46	32,845,932.00	3.46%
	Net Profit/Loss	122,506.79	(50.00)	122,556.79	3,124,434.10	(570.00)	3,125,004.10	0.00	0.00%

May 28, 2024

Clinical Services Board Report
March and April 2024

Strategic objective #1: *To establish operational efficiencies within the organization in order to best meet the needs of program participants and staff, remain responsive to the marketplace, and promote and enhance our values while remaining financially responsible.*

Emergency Services (ES)

1. Cope staff attended 700 calls in March and 733 calls in April.
2. ES staff conducted 47 evaluations, 8 under Emergency Custody Order, 16 resulting in Temporary Detention Orders in March.
3. ES staff conducted 56 evaluations, 17 under Emergency Custody Order, resulting in 20 and 2 forensic involuntary admissions in April.

Strategic objective #2: *To establish MP-NN CSB as an employer of choice and invest in our staff to ensure that we recruit, develop, and retain a skilled and diverse workforce committed to achieving our mission.*

A. Medical/Psychiatry

Amy Hill, Psychiatric Nurse Practitioner has accepted an offer to return to the Community Services Board August 5th, 2024.

B. Emergency Services

1. The Emergency Services Department continues to struggle with recruitment of qualified front line ES clinicians. There are currently only 7 full time ES staff in Gloucester office and 4 in the Essex office.

2. In efforts to support ES clinicians. We have hired a QMHP Clinical Support Staff and 1 Peer Recovery Specialist.

C. Credentialing/Preauthorization

All of our agency LPCs and LMFTs are now credentialed with Medicare, based off the new Medicare guidelines and allowances for MH Clinics. These providers have retroactive effective dates of January 1, 2024. This is a great financial and structural benefit to the agency, and will allow more Medicare clients to be seen and billed for MH Outpatient services.

D. Substance Use/Crisis Intervention Team (CIT) Jail Services

Sheriff McCranie and Major Smith came and spoke at our last 40-hour CIT Training in White Stone the week of March 25th; kudos to the Sheriff for always coming to speak and being an advocate for our program.

Caitlin Gallagher received her Substance Abuse Professional (SAP) certification. Gloucester has a new Counselor, Gloria Gordy, and Jail Diversion Counselor Caroline Painter.

E. MH Outpatient ECC & GCC

Staffing shortages and high demand for mental health services, continue to impact capacity and limits referrals for SDA and MHOP to those mandated by the state. ECC hired a full-time therapist, Breonna Hughes. We continue to have multiple open therapy and assessor positions both at ECC and GCC. We continue to utilize PRN staff to help cover the gaps for Mental Health Outpatient Therapy and Assessments.

F. Adult MH Case Management

Case Managers have completed Diversity, Equity and Inclusion training.

Strategic objective #3: *To diversify revenue sources and improve financial performance of service lines to ensure MP-NN CSB's financial sustainability.*

A. Credentialing/Preauthorization

1. We monitor SAIOP, YFCM, and MHCM schedules and rosters to ensure that all clients receiving grant funding have been denied by their current MCO Medicaid insurance coverage, and that all authorizations are accurate and renewed before they expire.

2. Routinely follow up on ES clients with inactive Medicaid, in order to find retroactive coverage that can be approved for authorization.

Strategic objective #4: *To establish MP-NN CSB as a Center of Excellence for providing person-centered, integrated health care services and supports to underserved communities and individuals with serious behavioral health and/or developmental disabilities.*

Adult MH Case Management

1. Lynn Pinn, ECC Team Lead, completed the four-day training for the Essex County Behavioral Health Court Docket to support our clients who are involved with the court system. The Essex County Behavioral Health Docket attempts to link individuals with serious mental illness who have committed criminal offenses in Essex County to community-based services by focusing on treatment and rehabilitation of such offenders while still holding them accountable for their actions and seeking redress for crime victims.

2. At the All Case Management networking in person event, (last month) we received an amazing presentation about Art Therapy from Emily Eanes. Jean Howard, the owner of CA & J Farm in Matthews County presented Drum Fun and Herb Talk. Both of these presentations were very helpful to develop self-care skills, as well helping to share new information with the population that we serve.

3. Anthem Behavioral Health Home Project: Added the Healthy Heart initiative.

Community Based Services Board Report
April/May Board Report

Strategic objective #2: *To establish MP-NN CSB as an employer of choice and invest in our staff to ensure that we recruit, develop, and retain a skilled and diverse workforce committed to achieving our mission.*

- **Health Resources and Services Administration (HRSA) review was conducted on the following sites in April: Essex Counseling Center, Gloucester Counseling Center, and Youth & Family Center. This included a review of agency financial policies, workforce data, and site visits. The review was completed successfully and the agencies participation in this federal program will continue for another three years. This program is a student loan forgiveness program which allows qualified staff to commit to a number of service years in the agency and in return will be granted partial or full loan forgiveness.**

- **The first steps in updating the agencies strategic plan have begun with the development of a SWOT (Strengths, Weaknesses, Opportunities, and Threats) survey that has been sent out to staff in order to gain their perspectives of the agency in those categories. This information will then be compiled and used to guide the development of a new strategic plan. Steve Wright, Gloucester County Deputy County Administrator, has been assisting with this project and has been a tremendous asset to us in moving this project forward.**

Strategic objective #4: *To establish MP-NN CSB as a Center of Excellence for providing person-centered, integrated health care services and supports to underserved communities and individuals with serious behavioral health and/or developmental disabilities.*

- **Charterhouse Clubhouse has partnered with the Regional Adult and Career Education Program (RACE) to provide space at the Clubhouse for this group to host weekly meetings with individuals in the community or members of the Clubhouse to work on education and/or career needs.**

- **The redesign of the agency's website began in April in collaboration with our vendor, Civic Plus. This project is estimated to take seven months, with an October launch of the new website. The project leads are the IT Director, Deputy ED, and Administrative Assistant to the Deputy.**

June 2024

Developmental Services Board Report

April and May 2024

Strategic objective #1: *To establish operational efficiencies within the organization in order to best meet the needs of program participants and staff, remain responsive to the marketplace, and promote and enhance our values while remaining financially responsible.*

- Support Coordination
  - Support Coordination continues to bill at or above 97% monthly.
- Programs
  - All group homes are licensed 4 beds.

Strategic objective #2: *To establish MP-NN CSB as an employer of choice and invest in our staff to ensure that we recruit, develop, and retain a skilled and diverse workforce committed to achieving our mission.*

- Support Coordination
  - Support Coordination Supervisor continues to meet with the SCs regularly.
  - Some of the SCs attended the 50th Celebration
- Programs
  - The Program Manager continues monthly training with the House Managers to ensure increased quality of supports.
  - All of the Managers and a couple DSPs attended the 50th Celebration

Strategic objective #3: *To diversify revenue sources and improve financial performance of service lines to ensure MP-NN CSB's financial sustainability.*

- Support Coordination
  - Support Coordination continues to bill at or above 97% monthly while maintaining compliance with service requirements.
- Programs
  - Residential programs continue to struggle with staff; managers and program manager are working shifts.
  - A couple DSPs have volunteered to work at locations that are short staffed.

Strategic objective #4: *To establish MP-NN CSB as a Center of Excellence for providing person-centered, integrated health care services and supports to underserved communities and individuals with serious behavioral health and/or developmental disabilities.*

- Support Coordination
  - SCs continue to receive training.
- Programs
  - Managers and DSPs continue to receive training.

MPNN Behavioral Health

Prevention, Health & Wellness Division

Board Report for April and May 2024

"Promoting Health and Wellness through Outcome-Based Prevention"

Submitted by

Cheryl Matteo-Kerney, M.Ed., ICPS

Director of Program Planning, Development and Prevention Services

The Prevention, Health and Wellness Division Staff is extending

a Heartfelt Welcome to our new Executive Director, Melissa DeVault!!!

Prevention Highlights

Virginia Foundation for Healthy Youth (VFHY) Awards Scholarships

MPNN BH Prevention Staff

Two Prevention, Health and Wellness Division Staff, Jennifer Stately and Megan Hardy were awarded scholarships to attend *The Virginia Conference on Youth Tobacco Use* in Richmond on April 15-16.

DBHDS Prevention Conference Highlights on April 30

Recognized Prevention Staff for 20 Plus Years of Service

Cheryl Matteo-Kerney, M.Ed. ICPS, the MPNN BH Director of Program Planning, Development and Prevention Services was recognized for 36 Years of Service in September. Ms. Matteo-Kerney is currently the longest serving Prevention Services Director in Virginia. The certificates are attached for review.

Key Prevention Services Initiatives

The MPNN BH Prevention, Health and Wellness Division provides an extensive array of outcome-based Prevention Services, Programs, Classes, Trainings and Strategies for children, adults, families and communities. In April and May, <u>we served 296 individuals</u> and <u>implemented 102 Prevention Services</u>.

MPNN Behavioral Health

Prevention, Health & Wellness Division

Board Report for April and May 2024

Each of the MPNN BH Prevention Strategies directly align with the DBHDS Prevention Requirements. Prevention Staff are crossed trained in:

1) *Mental Health First Aid (MHFA)*, of which the General Assembly now requires all BH and BHs to provide.

2) *ACES-Interface Training* which increases communities' awareness of Adverse Childhood Experiences. Prevention Staff were trained by the Co-Principal Investigator, Dr. Robert Anda in the original National CDC-Kaiser ACES Study.

3) *Question, Persuade and Refer (QPR)* and *SafeTALK* are Suicide Prevention Programs designed to promote suicide prevention awareness and skills to assist an individual in crisis.

4) *Children First* is a Virginia Supreme Court required training for parents experiencing the transitions of separation and divorce.

5) *Nurturing Parenting Programs* are a series of evidence-based parenting classes designed to assist parents in learning effective parenting strategies (the majority of parents attending our classes are court referred).

6) *Botvin LifeSkills Training Program (LST)* is an evidence-based, 15-week school-based program designed to increase resiliency skills and prevent and reduce drug use, violence and delinquency. A grant from the Virginia Foundation for Healthy Youth (VFHY) since 2002 assists in funding this important program that is implemented for 6th Grade Students in schools throughout the MPNN Region.

7) *REVIVE*-Opioid Overdose and Naloxone Education prepares people to administer Naloxone and Narcan to individuals experiencing an opioid overdose.

8) *Counter Tools-Tobacco Merchant Education* is designed to educate tobacco retailers regarding best practices to ensure that tobacco products are not marketed or sold to underage youth. This strategy is a strict DBHDS requirement to maintain low Retail Violation Rates (RVR) in VA. Every two years each BH and BH is required to physically visit every retail outlet that sells tobacco products to implement Counter Tools. Prevention Staff throughout the state manage this process for BHs. RVRs above 20% can result in states having their Block Grant Funding reduced.

9) *Community Coalition Development and Outreach* is required by DBHDS. This strategy is designed to engage community members in the process of identifying and addressing a broad range of risk and protective factors that contribute and prevent, respectively, behavioral health challenges. Our next Alliance Coalition Meeting is June 13 from 3-4pm and is virtual live on ZOOM. One of our community partners from the Sheriff's Office in King and Queen will be presenting the training, *"Keeping Your Family Safe Around Guns"*. This aligns with our *Lock and Talk Initiative*, required by DBHDS.

10) *Lock and Talk* is a Suicide Prevention Environmental Strategy designed to promote gun and medication safety awareness through multiple activities such as partnering with gun stores and distributing Medication Lock Boxes and Gun Locks.

11) *Media Campaign Development and Social Media Engagement* are powerful strategies to spread important information and resources throughout the communities we serve. Through Media Campaigns on Bay Transit Buses, Billboards, Cable and Streaming Services in partnership with WTKR, we are promoting messaging on Suicide Prevention, Youth Marijuana Use Prevention, Opioid Misuse Prevention, and Problem Gaming and Gambling Prevention In addition, we consistently post our Prevention messaging on Facebook, X and Twitter.

Family Wellness Strategies

- The 15-Week Evidence-Based *Nurturing Parenting Program* Classes continued in April & May. A total of 14 sessions were implemented. Six parents attended the classes.
- *Children First Classes* for families experiencing transitions through separation and divorce continued with one class each in April and May. Thirteen parents completed the classes.

School-Based Wellness Strategies

- Facilitated and Completed Botvin LifeSkills Training at Page Middle School in Gloucester County in six 6th grade classes for 204 students.
- Facilitated and Completed Botvin LifeSkills Training at Montross Middle School in four 6th grade classes for 57 students.
- Facilitated and Completed Botvin LifeSkills Training at West Point Middle/High School in two 6th grade classes for 66 students.

Community Wellness Strategies

Counter Tools---Tobacco Merchant Education

Implemented Counter Tools Tobacco Merchant Education Assessments in 20 Stores in the following Counties:

- Gloucester – 8 Stores
- Lancaster – 9 Stores
- Northumberland – 3 Stores

Youth Marijuana Prevention Initiatives

- The Marijuana Youth Use Prevention Media Campaign continues throughout the counties of Warsaw/Richmond and Essex/Tappahannock. One billboard covered the areas Warsaw/Richmond with an adult viewing of 9,023 per month. One billboard covered the areas of Essex/Tappahannock with an adult viewing of 8,773 per month.

- The Marijuana Youth Use Prevention TV Campaign was launched on March 25 and ended on May 31st. The campaign run in cable channels and several streaming platforms. The number of impressions successfully reached all ten counties of the Middle Peninsula and Northern Neck and as far as Prince William county. Total number of Impressions in TV were 706,000 and 93,910 in streaming platforms.
- Our Marijuana cinema ads continues to run. The educational ads will be viewed at YRC Cinemas in Gloucester with an estimated weekly view of 5,000. YRC audiences are from Gloucester, Mathews, Middlesex, King William, King & Queen.

Problem Gambling and Gaming Awareness Prevention Initiatives

- The Problem Gaming & Gambling Prevention Media Campaign continues with bus ads in Gloucester, Westmoreland, and Lancaster. Two buses in Gloucester with an adult viewing of 52,884 per month. One bus in Westmoreland with an adult viewing of 18,213 per month. One bus in Lancaster with an adult monthly viewing of 10,603 per month. One Billboard is located in Kilmarnock in Lancaster County, one in Colonial Beach in Westmoreland, and two in Gloucester. Combined estimated viewing of 81,700 adults.
- The Problem Gaming & Gambling Prevention Media Campaign is in the process of finalizing a TV ad to run on cable and streaming platforms.
- Our Problem Gambling and Gaming cinema ad continues to run. The educational ads will be viewed at YRC Cinemas in Gloucester with an estimated weekly view of 5,000. YRC audiences are from Gloucester, Mathews, Middlesex, King William, and King & Queen.

Social Media Campaigns

April-May Metrics & Statistics:

- April added 227 new follows or likes
- In April approximately 10,879 people viewed our ads.
- May report will be closing the beginning of June.
- May added 137 new likes/follows to Facebook

During the month of May, the Prevention, Health & Wellness Division promoted Mental Health Awareness Day on Facebook, Twitter and X Social Media platforms

MPNN Behavioral Health

Prevention, Health & Wellness Division

Board Report for April and May 2024

Opioid Misuse Awareness Strategies

State Opioid Response (SOR) Prevention Grant

- **"Gone…" The Evidence-Based Opioid Misuse Prevention Bus Media Campaign Strategy continues throughout two counties, with SIX BUSES, in April & May, with combined Adult Pop. of 63,487.**
- **"Gone…" The Evidence-Based Opioid Misuse Prevention Bus Media Campaign Strategy began in two counties, with one bus each. This campaign continues through April & May in Gloucester and Lancaster, combined Adult Pop. of 63,487.**
- **"Gone" The Evidence-Based Opioid Misuse Prevention Billboard Media Campaign Strategy begins in April and continues to run through May on RT 360 & RT 600, Tappahannock, Essex County. Adult Pop. 8,773**
- **"Gone" The Evidence-Based Opioid Misuse Prevention Billboard Media Campaign Strategy continues through April and May on Lewis Puller Memorial Hwy, West Point, King William County. Adult Pop. 17,377**
- **"Gone" The Evidence-Based Opioid Misuse Prevention Billboard Media Campaign Strategy begins in May on RT 3/History Land HWY, Warsaw, Richmond County. Adult Pop. 9,023**
- **"Gone" The Evidence-Based Opioid Misuse Prevention Billboard Media Campaign Strategy continues through mid-April on RT 33, West Point, King William County. Adult Pop. 17,377**
- **The Opioid Misuse Prevention Cinema Media Campaign continued throughout the months of April & May at York River Crossing Theater, Gloucester County. 5,000 weekly views**
- **Opioid Awareness Cable TV Campaign began in the month of May with 287,500 showings throughout the contract period.**
- **ACE Cable TV Campaign continues during the months of April and May with 287,500 showings throughout the contract period.**

Community Coalition Outreach Strategies

- **Northumberland DSS Resource Fair tabling event, medicine lock boxes, disposal pouches, and educational materials were distributed, 389 attendees.**
- **Witness Awareness Resource Fair tabling event at Montross Volunteer Fire Department, medicine lock boxes, medicine disposal pouches, Substance Misuse Awareness packets, and educational materials were distributed during the event, Westmoreland County.**
- **Drug Take Back Day Events-Walmart and Krogers in Gloucester County--Medicine lock boxes, disposal pouches and educational materials were distributed during the events.**

- **National Fentanyl Awareness Day library display--educational materials were distributed.**
- **3 REVIVE trainings were provided. Two were given in-person, one for Gloucester Learning Center staff, and one for Peer Recovery. One was given through ZOOM, open to community members. 27 attendees in total.**
- **National Fentanyl Awareness Day tabling event at VDH and Gloucester Volunteer Fire Department--Medicine lock boxes, disposal pouches and educational materials were distributed during these events, Gloucester County.**
- **Medicine Disposal Pouches were provided to the Gloucester Learning Center for distribution to families they serve.**
- **Substance Misuse Awareness packets were provided to the Gloucester Learning Center for distribution to the students.**
- **ACES Training was implemented for community members. Ten people completed this training.**
- **Medicine Lock Boxes, Medicine Disposal Pouches, and educational materials were provided to Warsaw Recovery Center.**
- **Medicine Lock Boxes, Medicine Disposal Pouches, and educational materials were provided to Northumberland Middle/High School's Nurse's office.**
- **Medicine Lock Boxes, Medicine Disposal Pouches and educational materials were provided to Ledwith-Lewis Free Clinic Tappahannock, Essex County.**

National Fentanyl Awareness Day – May 7th

The MPNN BH Prevention, Health & Wellness in partnership with Alliance-Well-Being for Virginia Communities were participants of the National Fentanyl Awareness Day scheduled on May 7th. The theme was to spread the word "One Pill Can Kill."

- **This is the 3rd National Fentanyl Awareness Day, a time to bring together individuals, parents, teachers, corporations, influencers, community groups, and government entities to help put an end to this emergency.**
- **Weekly mass emails, PSAs, press releases were sent to all newspapers and radio stations. Social media postings to Facebook, X and Twitter.**
- **Two REVIVE Opioid Overdose & Naloxone Education Trainings were offered on May 7th, open to the public, and on May 8th to a private childcare.**

MPNN Behavioral Health

Prevention, Health & Wellness Division

Board Report for April and May 2024

Mental Health Wellness and Suicide Prevention Strategies

- **An *Adult Mental Health First Aid Training* was implemented on May 30 at Daffodil Gardens, Bay Aging to agency and community members, 17 attendees---Medicine lock boxes, medicine disposal pouches, gun locks, and educational materials were provided during this training.**
- ***A Question, Persuade and Refer (QPR) Suicide Prevention Training* was implemented on May 2. Nine people completed the training.**
- ***A safeTALK Suicide Prevention Training* was implemented on May 21 at the Gloucester Emergency Management building. Eleven people completed this training. Medicine lock boxes, medicine disposal pouches, gun locks, and educational materials were provided during this training.**
- **An *ACES Training* was implemented on May 15. Nine people completed the training.**
- **The MPNN BH Evidence-Based Bus Media Lock and Talk-Suicide Prevention Campaign Strategy continues through April and May in Gloucester and Northumberland counties. Combined Adult Pop. 63,262.**
- **The Suicide Prevention Cinema Media Campaign Strategy continued throughout April & May at the York River Crossing Theater, Gloucester County, 5,000 weekly views**
- **The Billboard Lock and Talk-Suicide Prevention Media Campaign Strategy ran during the month of April on RT 360/RT 17 Hoskins Creek, Essex County. Adult Pop. 8,773**
- **The Billboard Lock and Talk-Suicide Prevention Media Campaign Strategy begins in April and runs through May on HWY 3 at RT 360 in Warsaw, Richmond County. Adult Pop. 9,023**
- **The Billboard Lock and Talk-Suicide Prevention Media Campaign Strategy continues through April on Lewis Puller HWY and RT 33 in West Point, King William County. Adult Pop. 17,377**
- **The Billboard Lock and Talk-Suicide Prevention Media Campaign Strategy began in April and continues through May on RT 17 Saluda, Middlesex County. Adult Pop. 10,625**
- **The Billboard Lock and Talk-Suicide Prevention Media Campaign Strategy began in May on RT 205 Colonial Beach, Westmoreland County. Adult Pop. 18,213**
- **Lock & Talk Cable TV Campaign began in the month of May with 287,500 views.**
- **Northumberland DSS Resource Fair tabling event, gun locks, Lock & Talk materials and resource materials were distributed, 389 attendees.**

- **Peasley Family Night tabling event, gun locks, Lock & Talk materials and resource materials were distributed, 43 attendees.**

MPNN PREVENTION, HEALTH & WELLNESS DIVISION FY2024

NUMBER OF SERVICES PROVIDED - MONTH OF: APRIL & MAY 2024

SERVICES	ESSEX	GLOUC	K & Q	K WILL	LANC	MATH	MIDD	NORTH	RICH	WEST	OTHER	TOTAL
School-Based Wellness Strategies												
Botvin LifeSkills Training Program		9		18						22		
TOTAL		**9**		**18**						**22**		**49**
Family Wellness Strategies:												
Group-Based Nurturing Parenting		14										
Children First Program		2										
TOTAL		**16**										**16**
Community Wellness Strategies:												
AMHFA		1										
QPR		1										
ACE		1										
REVIVE Training		3										
SafeTALK		1										
TOTAL		**7**										**7**
Tobacco & Gambling Merchant Education Strategies:												
Counter Tools		8			9			3				
Gambling Merchant Education			3			7						
TOTAL		**8**	**3**		**9**	**7**		**3**				**30**
GRAND TOTAL		**40**	**3**	**18**	**9**	**7**		**3**		**22**		**102**

MPNN PREVENTION, HEALTH & WELLNESS DIVISION FY 2024

NUMBER OF INDIVIDUALS SERVED - MONTH OF: APRIL & MAY 2024

PARTICIPANTS	ESSEX	GLOUC	K & Q	K WILL	LANC	MATH	MIDD	NORTH	RICH	WEST	OTHER	TOTAL
School-Based Wellness Strategies												
Botvin LifeSkills Training Program		65								107		
TOTAL		**65**								**107**		**172**
Family Wellness Strategies:												
Group-Based Nurturing Parenting		1				1					5	
Children First Program		5				2	1			1	4	
TOTAL		**6**				**3**	**1**			**1**	**9**	**20**
Community Wellness Strategies:												
AMHFA		5	1	1	1	1	2		3	1	2	
QPR	1	3		1		1	1	1	1			
ACE		2	1	2	1	1	2	1				
REVIVE Training		14			2	1		6	2		2	
safeTALK		6	1			2					2	
TOTAL	**1**	**30**	**3**	**4**	**4**	**6**	**5**	**8**	**6**	**1**	**6**	**74**
Tobacco & Gambling Merchant Education Strategies:												
Counter Tools		8			9			3				
Gambling Merchant Education		3			7							
TOTAL		**11**			**16**			**3**				**30**
GRAND TOTAL	**1**	**112**	**3**	**4**	**20**	**9**	**6**	**11**	**6**	**109**	**15**	**296**

MPNN PREVENTION, HEALTH & WELLNESS DIVISION FY 2024

MEDIA CAMPAIGN & INFORMATION DISSEMINATION CAMPAIGN MONTH OF: APRIL & MAY 2024

Impressions & Outreach Materials	ESSEX	GLOUC	K & Q	K WILL	LANC	MATH	MIDD	NORTH	RICH	WEST	TOTAL
Opioid Prevention Program:											
Billboards	17,546	105,764		34,754					9,023		158,564
Bus Campaigns		105,764			21,206						126,970
Cinema Ads		40,000									40,000
Medicine Deactivation Pouches	10	136	3	7		2		54	13	20	245
Medicine Lock Boxes		29		4				32	13	8	86
Presription Rack Card	53	28	4	4		2		32	13	20	156
Educational Resources	45	85	64	8				102	39	24	367
Substance Misuse Awareness packet		62	10					20		10	102
Suicide Prevention Programs:											
Gun Locks		15		6				19			40
Gun Shop visits											0
Billboards	8,773			17,377			21,250	18,046	180,046	18,213	52,210
Bus Campaign "Lock & Talk"								20,756			126,520
Cinema Ads		40,000									40,000
LOCK & Talk brochures		50				2		19			71
LOCK & Talk posters		5									5
Educational Material		102				2		74			178
Marijuana Prevention Program:											
Bus Campaigns											
Billboards	17,546								18,046		35,592
Cinema Ad		40,000									40,000
TV Media Impressions (*)											706,000
TV Media Streaming Impressions (*)											93,910
(*)TV/Streaming Impressions cover the MPNN Region											
Gambling Prevention Program:											
Cinema Ad		40,000									40,000

Billboards		105,764			21,206					36,426	**163,396**
Be A Winner Bus Campaigns		105,764			21,206					36,426	**163,396**