February 18, 2025
3:00 p.m.
Middle Peninsula Northern Neck Behavioral Health Board Meeting
Essex Counseling Center
330 Hospital Road
Tappahannock, VA 22560

Upon entering the Counseling Center, please sign in for your visitor badge at the table by doorway.

AGENDA

1. Call Meeting to Order
2. Quorum Determined
3. Introduction of Guests
4. Public Comment (5 Minute Time Limit)
5. Additions to Agenda
6. Invaluable Vignette
7. Minutes – approve 12-17-24 and 1-27-25 minutes
8. Services for LGBTQ+ Community
9. **CLOSED SESSION** – as provided for by the Code of Virginia Section 2.2-3711 (A) (1), discussion or consideration of personnel matters
10. Acting Executive Directors Report
    - Introduction of Acting Community Based Director
    - Update on Lancaster Board Member Appointment & Other Reappointments
    - VACSB Annual Report
    - Statement of Economic Interest
    - Recruitment for Leadership Team
    - December Festival of Trees
    - ECC SUD
    - 988 Media Campaign with Prevention
11. Consideration of Monthly MPNN BH Board Meeting and/or January Board Meeting for Organization
12. Consideration of Formation of Personnel Committee for Board
13. Licensure Review/Audits

14. Appoint Current CSB Member to Adjunct Board
    - Kilmarnock New Horizons

15. Board Committee Appointments, Including Selection Committee

16. Executive Committee

17. Finance Committee
    - Audit

18. Program Committee

19. Bylaws Committee

20. Community Advocacy Committee

21. Human Resources Committee

22. Facilities Committee

23. Chairperson Comments

24. Board Member Comments

25. Other

26. Adjourn

DRAFT

December 17, 2024

The Middle Peninsula Northern Neck Behavioral Health Board of Directors held a meeting on December 17, 2024 at the Essex Counseling Center in Tappahannock, Virginia.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Edith Turner

STAFF PRESENT

Melissa DeVault, Executive Director
Perryann Whitehurst, Executive Assistant
Amanda Campagnola, Deputy Executive Director
Nathan Floyd, IT
Ken Hickman, Director, Finance
Jessica Horton, ACT Team Lead
Alex Tuttle, Administrative Assistant
Emily Eanes, Director, Y&F - ZOOM
Tina Welsh – GCC - ZOOM
Jayme Campagnola, SUD - ZOOM
Kristen Beech, Director, QA - ZOOM
Larry Kight, Director, Operations - ZOOM
Brenda Taylor, Administrative Assistant - ZOOM
Cheryl Matteo-Kerney, Director, Prevention - ZOOM

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

Guests – There were no guests in attendance.

Public Comment – There was no public comment.

Ms. Knoeller asked Nathan Floyd, IT, for a summary or update of the new encryption software. Mr. Floyd said he would have Erich Campbell, Director of IT, or Steve Dahl, Network Administrator, update the Board regarding the encryption software.

Minutes – Motion was made by Dr. Stokes to approve the 10/15/24 minutes as presented. Ms. Liljeberg seconded the motion, and after discussion, it was determined that the minutes should be amended under the section "Executive Session" where the Board returned to open meeting to read that the original motion "did not pass." Ms. Knoeller moved to approve the 10/15/24 minutes with correction. The amended motion passed unanimously.

Motion was made by Ms. Webb to approved the 11/18/24 minutes as presented. Mr. Haynie seconded the motion, and was passed unanimously.

Recognize Pastor Jim Jackson – Ms. Knoeller expressed gratitude to Pastor Jackson for the attention, knowledge, dedication, and service to the MPNN BH Board of Directors - personally, as well as to Lancaster County and his church.

Diversity, Equity and Inclusion (DEI) Strategic Plan – Emily Eanes, Director of Youth & Family and RISP, reported that the Staff Advisory Committee, along with employee input, voted to change the name DEI to Community Engagement and Empowerment Committee (CEEC). Ms. Eanes spoke of the similarities, differences and overlaps of the Staff Advisory Committee and CEEC. She also spoke on the Committee's participation in the Festival of Trees in Gloucester, along with Peer Recovery Services and Healthy Families.

Presentation – Peer Recovery Services will have their presentation in the new year.

Executive Session – Dr. Stokes moved that 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. Ms. Webb 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 Executive Session was discussed: Ms. Knoeller, aye; Dr. Stokes, aye; Mr. Mitchell, aye; Ms. Liljeberg, aye; Mr. Haynie, aye; Ms. Trent, aye; Mr. Parr, aye; Mr. Jackson, aye; Ms. Webb, aye; and Ms. Coates, aye.

Executive Director's Report
Sunset of CCS and CARS - Ms. DeVault reported that DBHDS is doing away with reports-not going to be easy and will be a process. Starting January, platform to be available.
Behavioral Health Redesign – There is not a lot of information out for CSBs yet. Hospitals are starting to use for prescreenings. Case management is one of the services being redesigned.
January 2-25 FLSA Changes – Department of Labor implemented maximum exempt salary the end of June-July 1st. It is now being appealed.
MPNN and Regional PSH Funding – Permanent Supportive Housing Grant was approved. This grant funds 15 units and two positions and vehicles. Amanda Campagnola, Deputy Executive Director, is working with the DBHDS. There are additional funds available for training, etc.
Budget Requests from MPNN Counties – We have received five budget requests at this time and are waiting for the remaining five. We are requesting 10.8% from the counties.
Statement of Economic Interests – These Statements are due by February 1st, but cannot be signed or sent before January 1st.
MPNN BH Strategic Plan – Ms. Campagnola said the Leadership Team Strategic Planning Retreat was a wonderful time with much input. Mr. Steve Wright facilitated the meetings, and the goals are to be done by the end of January. A new mission statement and new vision were established at the Retreat.

Consideration of Monthly MPNN BH Board Meeting – Ms. Knoeller expressed the concern of dates being available for everyone to have monthly meetings. Mr. Mitchell made a motion to have monthly

Board of Directors meetings; Ms. Trent seconded the motion. After discussion, Mr. Mitchell amended his motion to table the monthly meeting consideration for sixty days, February 2025 Board Meeting. Dr. Stokes seconded the amended motion, which passed unanimously.

Consideration of Formation of Personnel Committee for Board - Ms. Knoeller stated it would be about the people, the hiring process, and Human Resources responsibilities. This would be discussed at the February 2025 Board of Directors' meeting.

Nominating Committee Report – Ms. Liljeberg stated that Jim Jackson, Lancaster County Board of Director's representative, would not be returning to the Board after December 31, 2024. She also indicated that the Bylaws needed to be current regarding the Board member requirements. She also said there may be past consumers who would be interested in becoming a Board member. Dr. Stokes stated that some Board members do not want to share their information. Possibly Emily Eanes, Director of Youth & Family and RISP, may be able to speak to clients for consideration for the Board. Ms. Coates addressed the Board with her connection through family history. Ms. DeVault offered that we could print and post Board opportunities at our sites for the localities needed. Mr. Parr questioned HIPAA with regard to sharing members' information. Ms. Liljeberg presented the 2025 Slate of Officers as Betsy Liljeberg – Chair, David Parr – Vice Chair, Antenette Stokes, At Large (MP), and Kathryn Knoeller, At Large (NN). Motion was made to approve the 2025 Slate of Officers as presented, and the vote was unanimous.

Appointment of MPNN BH Board Members to Adjunct Board
Kilmarnock New Horizons – Ms. Knoeller stated this vacancy should be postponed until the new representative from Lancaster has been determined.
Properties, Inc. – No action needed
Woodland Pointe – No action needed

Executive Committee – No report

Finance Committee – No report

Program Committee – No report

Bylaws Committee – No report

Community Advocacy Committee – No report

Human Resources Committee – No report

Facilities Committee – No report

Chairperson Comments – Ms. Knoeller said she appreciated the opportunity to have been in the Chair position and thanked the Board and staff. She also thanked Ms. Liljeberg for agreeing to become the next Chair and expressed to her that the Board would be there for her with any assistance necessary.

Other – None

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

Perryann Whitehurst
Recorder

DRAFT

January 27, 2025

The Middle Peninsula Northern Neck Behavioral Health Board of Directors held a Called meeting on January 27, 2025, at the Essex Counseling Center in Tappahannock, Virginia.

BOARD MEMBERS PRESENT

Kathryn Knoeller	Jay Mitchell
Antenette Stokes	David Parr
Betsy Liljeberg - ZOOM	Rosalyn Trent
Pratt Haynie - ZOOM	Alice Coates
Edith Turner - ZOOM	

BOARD MEMBERS ABSENT

Tiffany Webb

LEGAL CONSULTANT

Lauren Fisher White - ZOOM

STAFF PRESENT

Perryann Whitehurst, Executive Assistant
Amanda Campagnola, Deputy Executive Director
Erich Campbell, Director, IT
Alicia Dillon, Director, Developmental Services
Brenda Taylor, Administrative Assistant - ZOOM
Cheryl Matteo-Kerney, Director, Prevention Services – ZOOM
Ken Hickman, Director, Finance
Larry Kight, Director, Operations
Kristen Beech, Director, QA
Emily Eanes, Director Y&F/RISP
Becky Graser, Coordinator, Peer Resource

Mr. David Parr, Vice Chair, called the meeting to order. A quorum was present.

Introduction of Guests –No guests

Public Comment – No public comment

Minutes – Not available at this meeting

Additions to Agenda – None

Executive Session – Ms. Knoeller moved that the Board go into Executive Session as provided for by the Code of Virginia, Section 2.2-3711 (A) (1&7), for the discussion or consideration of personnel matters with legal consultation. Ms. Trent 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 Executive Session was discussed: Ms. Knoeller, aye; Dr. Stokes, aye; Mr. Mitchell, aye; Ms. Liljeberg, aye; Mr. Haynie, aye; Ms. Trent, aye; Mr. Parr, aye; Ms. Turner, aye; and Ms. Coates, aye.

Motion was made by Kathryn Knoeller to accept the resignation of Melissa DeVault, Executive Director, effective January 26, 2025. The motion was seconded by Mr. Mitchell, and passed unanimously. Motion was made by Dr. Antenette Stokes to appoint Amanda Campagnola as Acting Executive Director effective immediately, January 27, 2025, until further notice. The motion was seconded by Ms. Trent, and passed unanimously.

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

Perryann Whitehurst
Recorder

Developmental Services Board Report

December 2024 and January 2025

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.
  - Taking referrals for Supported Living and In-Home Supports.

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 in groups and individually
- Programs
  - The Program Manager continues monthly training with the House Managers to ensure increased quality of supports. The House Managers have monthly staff meetings.

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.

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
  - Preparing for annual licensing audit
- Programs
  - Submitted day support license for review

MPNN BH
Intellectual Disability/Developmental Disability Services
390 Virginia Street, Urbanna, VA 23175
PO Box 40, Saluda, VA 23149
Ph: 804.758.4855
Fax: 804.758.5840

Balance Sheet - Unposted Transactions Included In Report
As of 12/31/2024

		Current Year
Assets		
Current Assets		
Cash & Cash Equivalents		
Cash in Bank-Operating-Chesap...	1101000	7,571,473.18
Cash in Bank-Payroll-Chesapeake	1101001	18,645.63
Cash in Bank-Northern Neck	1101002	48,555.41
Flexible Spending Account-Ches...	1102000	50,609.75
LGIP	1107000	50,964.19
Savings Bonds	1108000	62,208.00
Petty Cash/Change Funds	1201000	2,470.00
Total Cash & Cash Equivalents		7,804,926.16
Total Current Assets		7,804,926.16
Total Assets		7,804,926.16
Liabilities		
Short-term Liabilities		
Accounts Payable		
Accounts Payable	3100000	85,186.13
Total Accounts Payable		85,186.13
Other Short-term Liabilities		
ICMARC Payable	3142100	5.59
Employee Dental Insurance With...	3146000	(1,538.58)
Employee Health Flexible Spendi...	3148000	1,538.58
FSA Empl Funds Deposit	3301000	50,609.75
Suspense Account	3600000	(2,990.31)
Other		669.51
Total Other Short-term Liabilities		48,294.54
Total Short-term Liabilities		133,480.67
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		137,080.67
Net Assets		
Fund Balances		
General Fund Balance	4001000	6,364,862.37
Restricted Captial Balance	4002000	457.00
Admin Rev Fund-Other G Fund	4003000	71,718.31
PC/CHNG/Bonds Offset	4004000	2,420.00
Total Fund Balances		6,439,457.68
Current YTD Net Income		
		1,221,490.45
Total Current YTD Net Income		1,221,490.45
Total Net Assets		7,660,948.13
Total Liabilities and Net Assets		7,798,028.80

Statement of Revenues and Expenditures - Statement of R/E Non Grants/Special Funds - Unposted Transactions Included In Report
From 12/1/2024 Through 12/31/2024

		Current Period Actual	Current Year Actual
Net by Cost Center			
Mental Health Administration	100	34,144.17	29,265.65
MH Adult Outpatient Counseling	102	150,036.47	570,308.29
MH Med/Psychiatric Services	103	(6,858.57)	(194,982.85)
MH Youth Administration	114	4,765.21	(6,702.61)
MH Youth and Family Outpatient Counseling	115	(29,998.96)	(33,328.89)
Community Based Srv Administration	117	10,169.55	8,251.43
MH Youth and Family Inhome Services	120	11,539.44	33,350.18
MH Youth High Fidelity Wrap Around	126	(6,728.11)	30,582.36
MH Youth Case Management	130	12,223.64	104,398.15
MH Adult Case Management	131	37,330.80	94,006.16
MH Healthy Famiies Case Management	133	17,008.94	42,929.32
MH Youth and Family Ambulatory Crisis St...	141	17,132.94	(15,643.98)
MH Psychosocial Rehabilitation	145	77,134.06	183,420.40
Mobile Crisis Hub	157	(1,007.29)	(1,007.29)
MH Supervised Residential	160	(36,200.60)	(290,682.31)
MH Adult Supportive Residential	165	3,950.75	8,697.51
SA Administration	200	7,961.00	(7,704.78)
SA Adult Case Management	201	23,211.91	34,047.78
SA Adult Outpatient	202	(16,878.70)	(8,475.32)
SA Adult Intensive Outpatient	203	3,512.19	52,908.13
SA Supervised Residential	207	32,276.11	41,184.41
SA MAT (Medical Assistance Treatment)	210	1,485.58	207,260.00
Youth SUD	215	6,509.40	9,320.88
SA Prevention	250	1,214.41	204,024.03
SABG CASS Suplemental	252	0.00	2,003.29
ID Administration	300	29,366.14	33,707.95
ID Case Management	310	22,186.29	23,203.73
ID Supportive Residential	330	5,744.32	(1,908.15)
ID Intensive Residential	340	10,032.16	63,134.33
ID Supervised Residential	345	(1,660.33)	(2,538.66)
MH Adult Emergency Services	400	(61,509.75)	(16,466.25)
CoOP/Recovery Works	420	(50,146.15)	(40,274.73)
Jail Assessment and Evaluation	430	(1,283.01)	3,269.40
MH Assessment	440	(4,940.58)	186,043.29
Executive Director	500	3,717.58	(50,079.27)
Board	501	170.37	1,024.46
Quality Assurance	502	(53.82)	953.24
Finance	503	6,269.79	25,703.98
DIT	504	4,788.91	28,176.26
Human Resources	505	(6,977.78)	8,747.92
Facility Management	506	2,006.65	9,365.14
COOP-Admin	507	2,506.42	3,101.09
Fleet Manager	508	2,051.85	7,094.40
RISP Infant and Toddler Int Srv-Part C	735	(39,303.85)	(452,067.64)
Total Net by Cost Center		276,899.55	927,620.43

Statement of Revenues and Expenditures - Statement of R/E Grants/Special Funds - Unposted Transactions Included In Report
From 12/1/2024 Through 12/31/2024

		Current Period Actual	Current Year Actual
Net by Cost Center			
Fiscal Agent-Regional Suicide Prevention	670	61,442.84	(4,940.24)
Consumer Op Federal	700	30,380.24	15,504.14
Consumer Op Federal PRC	720	(11,678.32)	(75,819.43)
MH Jail Diversion Grant	722	2,506.30	101,474.57
MH CIT Assessment Center	726	2,028.89	19,303.14
PACT	727	89,568.90	189,812.89
Healthy Families	730	(14,670.80)	2,320.54
VTSF6	752	(6,439.60)	(26,894.25)
Prevention SOR Opioid Grant (Even Year)	754	0.00	8,466.59
Prevention SOR Opioid Grant Odd Year)	759	(6,028.78)	(18,961.09)
84 Main Street Activity Fund	802	0.00	918.74
Charterhouse Vending/client usage	803	1,331.19	1,968.37
Olson	822	0.00	891.99
Owens	825	0.00	2,500.00
RISP Equipment	826	0.00	1,224.08
Joan/Felicia Angel Fund	827	0.00	94.37
CHESP BAY REGION EARLY EXP COUNCIL	828	3,150.00	9,130.67
Gloucester Community Foundation	829	0.00	1,104.00
Healthy Beginnings	831	(1,284.76)	52,511.09
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	1,173.03
Total Net by Cost Center		150,306.10	293,870.02

		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	99,439.72	87,307.00	12,132.72	535,974.62	523,842.00	12,132.62	1,047,684.00	51.15%
6110001	State CSB Pharmacy Allocation	19,626.58	19,627.00	(0.42)	117,759.48	117,762.00	(2.52)	235,519.00	49.99%
6110002	MH State Expand Telepsych Cap...	379.74	380.00	(0.26)	2,278.44	2,280.00	(1.56)	4,557.00	49.99%
6111000	State- MH Childrens Services Fu...	2,083.32	2,083.00	0.32	12,499.92	12,498.00	1.92	25,000.00	49.99%
6112100	State MH Jail Diversion	12,300.00	12,300.00	0.00	73,800.00	73,800.00	0.00	147,600.00	50.00%
6112102	State Adult Competency Restora...	0.00	0.00	0.00	6,800.00	0.00	6,800.00	0.00	0.00%
6112104	State MH CIT Assessment Center	23,764.16	23,764.00	0.16	142,584.96	142,584.00	0.96	285,170.00	49.99%
6113000	State SA General Funds	102,756.50	100,093.00	2,663.50	603,222.70	600,558.00	2,664.70	1,201,118.00	50.22%
6114000	State SA Region V Residential	5,735.58	5,736.00	(0.42)	34,413.48	34,416.00	(2.52)	68,827.00	49.99%
6115000	State SA Jail Services/Juv Detent...	4,672.84	4,673.00	(0.16)	28,037.04	28,038.00	(0.96)	56,074.00	50.00%
6115001	SUD HIV/AIDS	2,574.32	2,574.00	0.32	15,445.92	15,444.00	1.92	30,892.00	49.99%
6117000	State Early Intervention General ...	28,610.50	28,611.00	(0.50)	171,663.00	171,666.00	(3.00)	343,326.00	50.00%
6132000	State-MH Child& Adolescent Ser...	8,344.40	8,344.00	0.40	50,066.40	50,064.00	2.40	100,133.00	49.99%
6132002	MH-PACT	62,500.00	62,500.00	0.00	375,000.00	375,000.00	0.00	750,000.00	50.00%
6133000	State-SA Facility Diversion	0.00	0.00	0.00	8,815.00	0.00	8,815.00	0.00	0.00%
6134000	State-SA SARPOS	2,233.68	2,234.00	(0.32)	13,402.08	13,404.00	(1.92)	26,804.00	50.00%
6134002	State-SA Women	838.04	7,735.00	(6,896.96)	5,028.24	46,410.00	(41,381.76)	92,826.00	5.41%
6134005	State SUD Training/Youth Services	6,897.36	0.00	6,897.36	34,486.80	0.00	34,486.80	0.00	0.00%
6135000	State-MH Law Reform	22,099.50	22,100.00	(0.50)	132,597.00	132,600.00	(3.00)	265,194.00	50.00%
6136000	State-MH Childrens Outpatient-2...	6,250.00	6,250.00	0.00	37,500.00	37,500.00	0.00	75,000.00	50.00%
6136008	State SUD MAT	10,894.10	10,894.00	0.10	65,364.60	65,364.00	0.60	130,729.00	50.00%
6136010	State-Gambling Prevention	0.00	4,583.00	(4,583.00)	50,000.00	27,498.00	22,502.00	55,000.00	90.90%
6136017	MH Step VA Same Day Access ...	24,927.00	24,927.00	0.00	149,562.00	149,562.00	0.00	299,124.00	50.00%
6136018	MH Step VA Primary Care Scree...	20,487.00	20,487.00	0.00	122,922.00	122,922.00	0.00	245,844.00	50.00%
6136019	MH Step VA Outpatient 387,380	49,166.50	49,167.00	(0.50)	294,999.00	295,002.00	(3.00)	589,998.00	50.00%
6136020	STEP VA Peer Support	8,519.80	9,447.00	(927.20)	51,118.81	56,682.00	(5,563.19)	113,360.00	45.09%
6136022	STEP VA Veteran's Srvs	7,397.82	7,398.00	(0.18)	44,386.92	44,388.00	(1.08)	88,774.00	49.99%
6136023	MH STEP VA Ancillary Svs	22,500.00	22,500.00	0.00	135,000.00	135,000.00	0.00	270,000.00	50.00%
6136024	MH STEP VA Case Management	8,496.82	8,496.00	0.82	50,980.92	50,976.00	4.92	101,962.00	49.99%
6136025	MH STEP VA Care Coordination	14,244.74	14,245.00	(0.26)	85,468.44	85,470.00	(1.56)	170,937.00	49.99%
6136026	MH STEP VA Psychiatric Rehab	7,958.32	7,958.00	0.32	47,749.92	47,748.00	1.92	95,500.00	49.99%
6136027	Supplemental CSB Workforce Fu...	0.00	0.00	0.00	114,662.30	0.00	114,662.30	0.00	0.00%
	Total State Funds	585,698.34	576,413.00	9,285.34	3,613,589.99	3,458,478.00	155,111.99	6,916,952.00	52.24%
	State Regional Funds								
6160000	State MH Regional Discharge As...	7,979.65	6,053.00	1,926.65	21,923.55	36,318.00	(14,394.45)	72,639.00	30.18%
6160001	State MH Regional ES One-Time...	0.00	17,401.00	(17,401.00)	200,000.00	104,406.00	95,594.00	208,815.00	95.77%
6164000	State MH Merged Regional	53,479.68	53,479.00	0.68	320,878.07	320,874.00	4.07	641,756.00	50.00%
6167001	MH State Regional Community E...	15,529.72	15,530.00	(0.28)	93,178.32	93,180.00	(1.68)	186,357.00	49.99%
6167002	MH Regional Child Mobile Crisis	29,311.72	11,854.00	17,457.72	83,623.44	71,124.00	12,499.44	142,247.00	58.78%

		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
6167012	STEP VA OP Supervision	0.00	1,042.00	(1,042.00)	0.00	6,252.00	(6,252.00)	12,500.00	0.00%
	Total State Regional Funds	106,300.77	105,359.00	941.77	719,603.38	632,154.00	87,449.38	1,264,314.00	56.92%
	Federal Funds								
6210000	Federal-MH-SED C&A	6,680.76	6,955.00	(274.24)	17,314.49	41,730.00	(24,415.51)	83,464.00	20.74%
6210002	Federal ARPA Prevention	0.00	0.00	0.00	600.00	0.00	600.00	0.00	0.00%
6211000	Federal-MH- FBG SMI Funds	55,374.86	7,937.00	47,437.86	63,172.46	47,622.00	15,550.46	95,247.00	66.32%
6211001	Federal-MH FBG PSR Funds	0.00	12,500.00	(12,500.00)	0.00	75,000.00	(75,000.00)	150,000.00	0.00%
6214002	Federal-MHBG-Consumer Operat...	0.00	3,277.00	(3,277.00)	0.00	19,662.00	(19,662.00)	39,318.00	0.00%
6214004	MH FBG Peer Services	36,067.97	16,023.00	20,044.97	38,206.66	96,138.00	(57,931.34)	192,281.00	19.87%
6214007	FEDERAL ARPA TREATMENT	28,228.12	0.00	28,228.12	28,228.12	0.00	28,228.12	0.00	0.00%
6214008	Comm Mental Health Services Bl...	35,000.00	0.00	35,000.00	35,000.00	0.00	35,000.00	0.00	0.00%
6220000	Federal-SA-Alchol & Drug Treat...	34,933.33	44,731.00	(9,797.67)	166,568.35	268,386.00	(101,817.65)	536,775.00	31.03%
6222000	Federal Funds-SA Womens -Alco...	0.00	1,557.00	(1,557.00)	0.00	9,342.00	(9,342.00)	18,678.00	0.00%
6226000	Federal SA Prevention Funds	19,047.24	12,596.00	6,451.24	151,147.00	75,576.00	75,571.00	151,147.00	100.00%
6226004	Federal Opiod SOR-R Prevention	0.00	12,500.00	(12,500.00)	0.00	75,000.00	(75,000.00)	150,000.00	0.00%
6226005	Fed SABG CASS Supplemental	0.00	3,750.00	(3,750.00)	0.00	22,500.00	(22,500.00)	45,000.00	0.00%
6228002	FBG SOR RECOVERY	6,975.73	23,438.00	(16,462.27)	67,357.00	140,628.00	(73,271.00)	281,250.00	23.94%
6228003	SA Federal SOR Treatment	0.00	0.00	0.00	73,114.57	0.00	73,114.57	0.00	0.00%
6228004	SA SOR Opioid Response-Preven...	21,372.59	16,613.00	4,759.59	139,927.18	99,678.00	40,249.18	199,361.00	70.18%
6228009	MH STATE & LOCAL RECOVERY ...	148,272.51	4,898.00	143,374.51	148,272.51	29,388.00	118,884.51	58,775.00	252.27%
6230000	Federal Funds-Infant Grant- Part C	10,176.58	11,545.00	(1,368.42)	61,059.48	69,270.00	(8,210.52)	138,536.00	44.07%
6250000	Federal- USDA Food Program	1,896.73	2,204.00	(307.27)	9,526.99	13,224.00	(3,697.01)	26,450.00	36.01%
	Total Federal Funds	404,026.42	180,524.00	223,502.42	999,494.81	1,083,144.00	(83,649.19)	2,166,282.00	46.14%
	Local Funds								
6300000	Local Government Funds-Chapte...	122,788.84	63,222.00	59,566.84	380,072.48	379,332.00	740.48	758,658.00	50.09%
6301000	Local Contributions	5,000.00	1,560.00	3,440.00	5,500.00	9,360.00	(3,860.00)	18,715.00	29.38%
6310000	Other Local	0.00	0.00	0.00	7,250.00	0.00	7,250.00	0.00	0.00%
6312002	Other Local-Lancaster Sheriff MOA	0.00	2,500.00	(2,500.00)	10,000.00	15,000.00	(5,000.00)	30,000.00	33.33%
6312024	Gloucester County Public Schools	7,676.60	2,500.00	5,176.60	15,094.60	15,000.00	94.60	30,000.00	50.31%
6312025	Other Local-Gloucester Full Servi...	0.00	7,938.00	(7,938.00)	15,500.00	47,628.00	(32,128.00)	95,250.00	16.27%
6313000	Other Local-Middle Peninsula Re...	0.00	390.00	(390.00)	7,462.06	2,340.00	5,122.06	4,685.00	159.27%
6313001	Other Local-Northern Neck Regi...	0.00	346.00	(346.00)	0.00	2,076.00	(2,076.00)	4,155.00	0.00%
6461017	Bay Rivers Telehealth Alliance	0.00	26,419.00	(26,419.00)	207,164.38	158,514.00	48,650.38	317,037.00	65.34%
	Total Local Funds	135,465.44	104,875.00	30,590.44	648,043.52	629,250.00	18,793.52	1,258,500.00	51.49%
	Other Revenues								
6350000	Interest	848.47	0.00	848.47	6,868.59	0.00	6,868.59	0.00	0.00%
6351000	Interest-Claims	125.83	0.00	125.83	867.07	0.00	867.07	0.00	0.00%
6700000	Logisticare	0.00	0.00	0.00	11.20	0.00	11.20	0.00	0.00%
6701000	VEYO	4,982.40	9,167.00	(4,184.60)	45,621.60	55,002.00	(9,380.40)	110,000.00	41.47%
6701001	Anthem Transportation Provider	0.00	667.00	(667.00)	0.00	4,002.00	(4,002.00)	8,000.00	0.00%
6701200	Department of Rehabilitative Ser...	75.00	72.00	3.00	510.00	432.00	78.00	869.00	58.68%

		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
6702000	Grant Recovered Costs	0.00	0.00	0.00	30.00	0.00	30.00	0.00	0.00%
6708000	Other Revenue-Sale of Vehicle	0.00	0.00	0.00	1,430.03	0.00	1,430.03	0.00	0.00%
6708200	Regiatration/Sales Revenue	1,671.29	0.00	1,671.29	2,801.29	0.00	2,801.29	0.00	0.00%
6708400	Other Fees	75.00	583.00	(508.00)	2,764.00	3,498.00	(734.00)	6,999.00	39.49%
6708410	Rental Income	8,260.00	4,646.00	3,614.00	28,910.00	27,876.00	1,034.00	55,755.00	51.85%
6708500	HUD Management Fee	861.00	0.00	861.00	9,177.00	0.00	9,177.00	0.00	0.00%
6708600	Miscellaneous Revenue	0.76	0.00	0.76	9.53	0.00	9.53	0.00	0.00%
6710000	South East Transportation	0.00	625.00	(625.00)	0.00	3,750.00	(3,750.00)	7,500.00	0.00%
	Total Other Revenues	16,899.75	15,760.00	1,139.75	99,000.31	94,560.00	4,440.31	189,123.00	52.35%
	Other Grants State/Federal								
6801000	DSS Healthy Families Grant	0.00	15,520.00	(15,520.00)	90,499.74	93,120.00	(2,620.26)	186,245.00	48.59%
6801001	VTSF 6 Grant	0.00	4,167.00	(4,167.00)	19,746.00	25,002.00	(5,256.00)	50,000.00	39.49%
6803001	First Aid & Suicide Prevention	125,000.00	0.00	125,000.00	125,000.00	0.00	125,000.00	0.00	0.00%
6803005	New Freedom Grant	1,939.05	1,270.00	669.05	9,321.25	7,620.00	1,701.25	15,244.00	61.14%
6803015	Fiscal Agent-Regional Suicide Pr...	0.00	10,417.00	(10,417.00)	0.00	62,502.00	(62,502.00)	125,000.00	0.00%
	Total Other Grants State/Federal	126,939.05	31,374.00	95,565.05	244,566.99	188,244.00	56,322.99	376,489.00	64.96%
	Retained Balances								
6910000	Retained Balances - State	0.00	90,674.00	(90,674.00)	1,159,803.24	544,044.00	615,759.24	1,088,080.00	106.59%
6911000	Retained Balances- Federal	0.00	15,735.00	(15,735.00)	291,017.53	94,410.00	196,607.53	188,819.00	154.12%
6917000	Retained Balance- Other Funds	0.00	0.00	0.00	113,093.54	0.00	113,093.54	0.00	0.00%
6919000	Retained Earnings-Regional	0.00	2,606.00	(2,606.00)	660,852.03	15,636.00	645,216.03	31,271.00	2,113.30%
	Total Retained Balances	0.00	109,015.00	(109,015.00)	2,224,766.34	654,090.00	1,570,676.34	1,308,170.00	170.07%
	Allocated Costs								
6920000	Allocated Cost Revenue - Agenc...	269,310.00	269,312.00	(2.00)	1,615,860.00	1,615,872.00	(12.00)	3,231,724.00	49.99%
6925000	MH Administration- Allocated Co...	95,181.83	95,182.00	(0.17)	571,091.31	571,092.00	(0.69)	1,142,182.00	50.00%
6926000	SA Administration- Allocated Cos...	44,688.08	44,688.00	0.08	268,128.32	268,128.00	0.32	536,257.00	49.99%
6927000	ID Administration- Allocated Cos...	44,597.17	44,597.00	0.17	267,582.66	267,582.00	0.66	535,167.00	49.99%
6928000	Youth Administration-Allocated C...	44,390.58	44,391.00	(0.42)	266,344.33	266,346.00	(1.67)	532,687.00	50.00%
6929000	Community Based Allocated Cos...	25,161.25	25,161.00	0.25	150,967.00	150,966.00	1.00	301,935.00	49.99%
	Total Allocated Costs	523,328.91	523,331.00	(2.09)	3,139,973.62	3,139,986.00	(12.38)	6,279,952.00	50.00%
	Fee Collections								
6400000	Direct Client Fees	24,964.73	29,315.00	(4,350.27)	154,324.35	175,890.00	(21,565.65)	351,761.00	43.87%
6410001	Medicare Fees	8,051.07	7,417.00	634.07	47,672.40	44,502.00	3,170.40	89,000.00	53.56%
6410003	Medicare HMO	1,082.69	0.00	1,082.69	5,805.09	0.00	5,805.09	0.00	0.00%
6420008	Medicaid Rehab	291.17	0.00	291.17	1,335.77	0.00	1,335.77	0.00	0.00%
6420015	MEDICAID	968,520.56	884,119.00	84,401.56	5,152,434.02	5,304,714.00	(152,279.98)	10,609,408.00	48.56%
6431000	Healthkeepers Blue Cross Blue S...	9,668.29	0.00	9,668.29	66,930.11	0.00	66,930.11	0.00	0.00%
6431003	Healthkeepers FAMIS	0.00	0.00	0.00	759.38	0.00	759.38	0.00	0.00%
6431006	Commercial	4,307.73	18,986.00	(14,678.27)	25,648.73	113,916.00	(88,267.27)	227,856.00	11.25%
6431010	CIGNA	552.85	0.00	552.85	1,362.94	0.00	1,362.94	0.00	0.00%
6441002	United Behavioral Healthcare	226.12	0.00	226.12	1,336.78	0.00	1,336.78	0.00	0.00%

		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
6441004	Aetna BH/Carenet	0.00	0.00	0.00	186.11	0.00	186.11	0.00	0.00%
6441010	Anthem Operating Incentive	8,451.77	4,200.00	4,251.77	32,892.17	25,200.00	7,692.17	50,400.00	65.26%
6450000	Courts	1,180.00	0.00	1,180.00	2,810.00	0.00	2,810.00	0.00	0.00%
6451000	Juvenile Justice 9th and 15th Dis...	0.00	340.00	(340.00)	3,205.62	2,040.00	1,165.62	4,083.00	78.51%
6451003	Probation and Parole District 5	0.00	292.00	(292.00)	0.00	1,752.00	(1,752.00)	3,500.00	0.00%
6451004	Probation and Paroile District 33	0.00	1,084.00	(1,084.00)	4,800.00	6,504.00	(1,704.00)	13,000.00	36.92%
6461003	CPMT/FAPT	3,371.17	14,583.00	(11,211.83)	95,738.60	87,498.00	8,240.60	175,000.00	54.70%
6461004	Gloucester Safe and Stable Fami...	3,375.00	650.00	2,725.00	8,100.00	3,900.00	4,200.00	7,800.00	103.84%
6461006	Lancaster Safe and Stable Famili...	466.60	292.00	174.60	2,239.68	1,752.00	487.68	3,500.00	63.99%
6461010	Other CSB DAP	0.00	0.00	0.00	10,726.00	0.00	10,726.00	0.00	0.00%
6461016	Bay Aging	0.00	1,917.00	(1,917.00)	0.00	11,502.00	(11,502.00)	23,000.00	0.00%
	Total Fee Collections	1,034,509.75	963,195.00	71,314.75	5,618,307.75	5,779,170.00	(160,862.25)	11,558,308.00	48.61%
	Total Revenue	2,933,168.43	2,609,846.00	323,322.43	17,307,346.71	15,659,076.00	1,648,270.71	31,318,090.00	55.26%
	Expenses								
	Staff Wages Expense								
5100000	Salaries and Wages	1,009,283.37	1,142,372.00	133,088.63	6,489,811.84	6,854,232.00	364,420.16	13,708,446.00	47.34%
5101000	Wages-Hourly	91,992.39	108,456.00	16,463.61	588,911.94	650,736.00	61,824.06	1,301,464.00	45.24%
5101003	Supervision Pay	105.00	0.00	(105.00)	1,785.00	0.00	(1,785.00)	0.00	0.00%
5103000	Overtime Wages	29,978.02	12,147.00	(17,831.02)	170,568.87	72,882.00	(97,686.87)	145,750.00	117.02%
5103010	Wages- Holidays	141,907.90	88,852.00	(53,055.90)	491,407.51	533,112.00	41,704.49	1,066,212.00	46.08%
5103020	Wages-Resd Differential	2,103.50	2,185.00	81.50	13,710.06	13,110.00	(600.06)	26,225.00	52.27%
5103030	Wages On Call-Stipend	38,727.91	44,751.00	6,023.09	227,513.68	268,506.00	40,992.32	537,015.00	42.36%
5103050	Retention Incentive	1,900.00	0.00	(1,900.00)	16,673.93	0.00	(16,673.93)	0.00	0.00%
5103052	Relocation Costs	0.00	0.00	0.00	7,000.00	0.00	(7,000.00)	0.00	0.00%
5103070	Earned Leave Payout	11,777.26	0.00	(11,777.26)	103,872.68	0.00	(103,872.68)	0.00	0.00%
	Total Staff Wages Expense	1,327,775.35	1,398,763.00	70,987.65	8,111,255.51	8,392,578.00	281,322.49	16,785,112.00	48.32%
	Staff Fringe Expense								
5201000	Employer FICA Expense	77,657.30	85,815.00	8,157.70	475,019.93	514,890.00	39,870.07	1,029,737.00	46.13%
5201050	Medicare Withholding Expense	18,579.48	20,054.00	1,474.52	113,386.67	120,324.00	6,937.33	240,609.00	47.12%
5202000	Health Insurance Expense	169,501.00	173,394.00	3,893.00	1,036,016.00	1,040,364.00	4,348.00	2,080,728.00	49.79%
5202030	Dental Expense	250.86	291.00	40.14	1,505.16	1,746.00	240.84	3,491.00	43.11%
5202050	AFLAC Insurance Expense	1,059.90	1,179.00	119.10	6,359.40	7,074.00	714.60	14,141.00	44.97%
5202100	ACA PICORI Fee	0.00	0.00	0.00	609.00	0.00	(609.00)	0.00	0.00%
5203000	Wellness Expense	292.76	322.00	29.24	1,756.56	1,932.00	175.44	3,861.00	45.49%
5203010	FSA/HRA Fringe Expense	2,706.88	2,777.00	70.12	16,241.28	16,665.00	423.72	33,317.00	48.74%
5203040	Flex/HRA Admin Expenses	120.25	108.00	(12.25)	817.75	648.00	(169.75)	1,300.00	62.90%
5204001	IMARC Expense	(31,245.74)	25,534.00	56,779.74	35,748.77	153,204.00	117,455.23	306,378.00	11.66%
5204050	Group Life Insurance Expense	13,438.70	16,592.00	3,153.30	81,646.99	99,552.00	17,905.01	199,080.00	41.01%
5204055	Virginia Local Disability Program	4,906.58	5,427.00	520.42	29,383.20	32,562.00	3,178.80	65,125.00	45.11%
5204056	Disabiltiy Program Plans 1 & 2	2,719.30	2,800.00	80.70	17,118.27	16,800.00	(318.27)	33,547.00	51.02%

		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
5205000	Workers Compensation Insuranc...	28,191.75	11,591.00	(16,600.75)	97,739.25	69,546.00	(28,193.25)	139,097.00	70.26%
5206000	Unemployment Insurance Expense	40.27	2,380.00	2,339.73	419.31	14,280.00	13,860.69	28,521.00	1.47%
	Total Staff Fringe Expense	288,219.29	348,264.00	60,044.71	1,913,767.54	2,089,587.00	175,819.46	4,178,932.00	45.80%
	New Hire/Staff Fees								
5331000	TB Tests	0.00	27.00	27.00	133.35	162.00	28.65	319.00	41.80%
5331001	Drug Testing	245.00	42.00	(203.00)	1,417.00	252.00	(1,165.00)	515.00	275.14%
5332000	Staff Notary Public Fees	45.00	2.00	(43.00)	90.00	12.00	(78.00)	25.00	360.00%
5332001	CPR/First Aide Training	600.00	547.00	(53.00)	5,850.00	3,282.00	(2,568.00)	6,525.00	89.65%
5333000	Criminal Records Check	234.10	47.00	(187.10)	3,053.90	282.00	(2,771.90)	565.00	540.51%
5334000	Wellness Program	402.02	27.00	(375.02)	402.02	162.00	(240.02)	326.00	123.31%
5336000	Position Advertisements	0.00	500.00	500.00	0.00	3,000.00	3,000.00	6,000.00	0.00%
5338001	Recruitment Fairs	0.00	83.00	83.00	0.00	498.00	498.00	1,000.00	0.00%
	Total New Hire/Staff Fees	1,526.12	1,275.00	(251.12)	10,946.27	7,650.00	(3,296.27)	15,275.00	71.66%
	Staff Developement								
5310000	Dues and Memberships	750.00	1,665.00	915.00	10,394.19	9,990.00	(404.19)	19,970.00	52.04%
5311000	Licensure/Certificates	1,503.00	1,097.00	(406.00)	3,419.19	6,582.00	3,162.81	13,120.00	26.06%
5311001	Licensure/Certifcation Exam/Con...	0.00	122.00	122.00	2,746.95	732.00	(2,014.95)	1,469.00	186.99%
5311003	Workshops/Conferences	1,400.00	3,474.00	2,074.00	9,902.84	20,844.00	10,941.16	41,680.00	23.75%
5312000	In-Service CSB Training	600.00	100.00	(500.00)	5,830.00	600.00	(5,230.00)	1,200.00	485.83%
5312002	Federally Funded Training	0.00	893.00	893.00	(2,362.50)	5,358.00	7,720.50	10,712.00	(22.05)%
5313000	In-Service CSB Training Food/Ot...	363.51	735.00	371.49	1,635.90	4,410.00	2,774.10	8,797.00	18.59%
5313001	Grant Workshops/Conferences	0.00	296.00	296.00	4,323.92	1,776.00	(2,547.92)	3,550.00	121.80%
5313002	CIT Training/Supplies	0.00	27.00	27.00	0.00	162.00	162.00	325.00	0.00%
5314000	Grant Workshops/Conf Meals an...	0.00	347.00	347.00	2,303.19	2,082.00	(221.19)	4,146.00	55.55%
5315000	Tuition Reimbursement Required	0.00	19.00	19.00	0.00	114.00	114.00	225.00	0.00%
5316002	Software/Hardware Training-Other	0.00	0.00	0.00	578.00	0.00	(578.00)	0.00	0.00%
5317000	Relias Training Software	0.00	2,722.00	2,722.00	36,708.13	16,332.00	(20,376.13)	32,670.00	112.36%
5320000	Subscriptions	0.00	15.00	15.00	0.00	90.00	90.00	174.00	0.00%
5321000	Newpaper Subscriptions	0.00	9.00	9.00	0.00	54.00	54.00	103.00	0.00%
5322000	Web Subscriptions	0.00	550.00	550.00	633.95	3,300.00	2,666.05	6,591.00	9.61%
5323000	Books and Publications	0.00	237.00	237.00	107.50	1,422.00	1,314.50	2,851.00	3.77%
5324000	Required Manuals/ Code Books /...	0.00	119.00	119.00	149.93	714.00	564.07	1,425.00	10.52%
	Total Staff Developement	4,616.51	12,427.00	7,810.49	76,371.19	74,562.00	(1,809.19)	149,008.00	51.25%
	Facilities Expenses								
5340000	Rents and Leases	22,228.02	22,189.00	(39.02)	134,508.84	133,134.00	(1,374.84)	266,252.00	50.51%
5341000	Properties Inc. Rent	45,136.00	45,137.00	1.00	270,824.68	270,822.00	(2.68)	541,632.00	50.00%
5342000	Other Lease Arrangements	0.00	37.00	37.00	0.00	222.00	222.00	441.00	0.00%
5350000	Electric/Gas	8,369.97	10,964.00	2,594.03	48,586.29	65,784.00	17,197.71	131,542.00	36.93%
5351000	Water/Sewage	1,607.12	1,535.00	(72.12)	9,239.75	9,210.00	(29.75)	18,370.00	50.29%
5352000	Refuse Collection	2,429.15	1,325.00	(1,104.15)	8,171.94	7,950.00	(221.94)	15,897.00	51.40%
5353000	Cable Service	1,880.92	1,888.00	7.08	12,505.22	11,331.00	(1,174.22)	22,682.00	55.13%

		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
5360000	Telephone System	487.53	126.00	(361.53)	2,908.86	756.00	(2,152.86)	1,500.00	193.92%
5361000	Regular Telephone Service	4,670.97	5,299.00	628.03	27,636.58	31,794.00	4,157.42	63,580.00	43.46%
5361001	Electronic Fax	0.00	480.00	480.00	6,047.03	2,880.00	(3,167.03)	5,745.00	105.25%
5362000	Long Distance Telephone Service	628.32	614.00	(14.32)	3,157.35	3,687.00	529.65	7,360.00	42.89%
5362001	Personal call reimbursements	0.00	14.00	14.00	0.00	87.00	87.00	146.00	0.00%
5363000	Cellular Service	11,731.65	13,983.00	2,251.35	74,253.72	83,898.00	9,644.28	167,786.00	44.25%
5363050	Cell Phone Stipend	0.00	0.00	0.00	82.89	0.00	(82.89)	0.00	0.00%
5364000	Phone/Directory Advertising	0.00	6.00	6.00	0.00	36.00	36.00	70.00	0.00%
5365000	Telephone Maintenance/Repair	0.00	1,329.00	1,329.00	2,360.15	7,974.00	5,613.85	15,974.00	14.77%
5367000	Internet Services	5,923.46	7,220.00	1,296.54	35,233.44	43,320.00	8,086.56	86,659.00	40.65%
5367001	Clubhouse Internet	207.64	215.00	7.36	1,244.95	1,290.00	45.05	2,580.00	48.25%
5370000	Building Repairs	1,942.10	2,328.00	385.90	11,572.53	13,968.00	2,395.47	27,898.00	41.48%
5371000	Heating/Air Conditioning Service	0.00	88.00	88.00	8,339.00	528.00	(7,811.00)	1,054.00	791.17%
5372000	Snow Removal	0.00	18.00	18.00	0.00	108.00	108.00	226.00	0.00%
5373000	Moving Expenses	0.00	0.00	0.00	150.00	0.00	(150.00)	0.00	0.00%
5374000	Lawn Care	730.00	465.00	(265.00)	3,530.00	2,790.00	(740.00)	5,568.00	63.39%
5375000	Janitorial/Maid Service	324.00	525.00	201.00	1,641.00	3,150.00	1,509.00	6,290.00	26.08%
5375001	Carpet Cleaning	0.00	243.00	243.00	0.00	1,458.00	1,458.00	2,910.00	0.00%
5376000	Pest Control	648.00	656.00	8.00	3,524.18	3,936.00	411.82	7,853.00	44.87%
5390000	Building Rennovations	0.00	0.00	0.00	3,196.00	0.00	(3,196.00)	0.00	0.00%
5390001	Annual Equipment Inspections	1,470.00	302.00	(1,168.00)	3,365.00	1,812.00	(1,553.00)	3,571.00	94.23%
5400000	Facility Supplies	6,745.08	4,293.00	(2,452.08)	31,074.23	25,758.00	(5,316.23)	51,489.00	60.35%
5401000	Facility Expense/Misc	441.34	717.00	275.66	5,431.33	4,302.00	(1,129.33)	8,577.00	63.32%
5404000	Medical/Health Supplies	0.00	70.00	70.00	25,262.94	423.00	(24,839.94)	849.00	2,975.61%
	Total Facilities Expenses	117,601.27	122,066.00	4,464.73	733,847.90	732,408.00	(1,439.90)	1,464,501.00	50.11%
	Equipment & Supplies								
5411000	Equipment/Furniture/Fixtures>$...	(206.69)	543.00	749.69	3,416.06	3,258.00	(158.06)	6,512.00	52.45%
5411001	Equipment/Furniture/Fixtures <...	159.87	143.00	(16.87)	1,374.36	858.00	(516.36)	1,717.00	80.04%
5412000	Furniture/Fixture Consumer Assi...	0.00	492.00	492.00	470.07	2,952.00	2,481.93	5,900.00	7.96%
5413000	Vehicles	0.00	0.00	0.00	25.96	0.00	(25.96)	0.00	0.00%
5414000	Equipment Leases	145.29	671.00	525.71	3,332.12	4,026.00	693.88	8,055.00	41.36%
5414001	Equipment Leases-Copiers	7,690.88	7,413.00	(277.88)	45,471.52	44,478.00	(993.52)	88,945.00	51.12%
5415000	Computer Hardware Exp/Supplies	0.00	8,950.00	8,950.00	27,966.37	53,700.00	25,733.63	107,400.00	26.03%
5415001	Network Hardware Expense	0.00	1,185.00	1,185.00	108.09	7,110.00	7,001.91	14,240.00	0.75%
5415002	Server Hardware Expense	0.00	2,641.00	2,641.00	0.00	15,846.00	15,846.00	31,670.00	0.00%
5420000	Equipment Repairs	195.00	266.00	71.00	4,603.26	1,596.00	(3,007.26)	3,192.00	144.21%
5440000	Office Supplies	854.20	1,673.00	818.80	9,934.91	10,038.00	103.09	20,077.00	49.48%
5440001	Toner	40.00	573.00	533.00	1,094.35	3,438.00	2,343.65	6,883.00	15.89%
5441000	Evaluation Tools-Consumer	0.00	98.00	98.00	0.00	588.00	588.00	1,178.00	0.00%
5451000	Education Supplies/Fees	1,284.76	3,818.00	2,533.24	53,854.82	22,908.00	(30,946.82)	45,800.00	117.58%
5452000	Recreation Supplies/Fees	(2,083.16)	469.00	2,552.16	1,286.44	2,814.00	1,527.56	5,613.00	22.91%

		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
5455000	Employee Award/Event Expense	0.00	600.00	600.00	3,009.76	3,600.00	590.24	7,200.00	41.80%
	Total Equipment & Supplies	8,080.15	29,535.00	21,454.85	155,948.09	177,210.00	21,261.91	354,382.00	44.01%
	Food & Consumer Support								
5461000	Food-Agency Staff Meetings	679.91	691.00	11.09	2,288.43	4,146.00	1,857.57	8,296.00	27.58%
5462000	Groceries-Residential/Day Spt/PSR	5,065.49	5,980.00	914.51	35,680.57	35,880.00	199.43	71,751.00	49.72%
5463000	Food on Outings-For Staff	50.10	44.00	(6.10)	574.69	264.00	(310.69)	515.00	111.59%
5463002	Food-Consumer Events	165.81	329.00	163.19	2,024.56	1,974.00	(50.56)	3,939.00	51.39%
5482000	Consumer Placement/Room/Board	3,402.00	3,571.00	169.00	20,412.00	21,426.00	1,014.00	42,862.00	47.62%
5482001	Consumer-Utilities	217.88	125.00	(92.88)	217.88	750.00	532.12	1,500.00	14.52%
5482002	Consumer Personal Supplies	0.00	156.00	156.00	1,398.40	936.00	(462.40)	1,870.00	74.78%
5482003	Consumer Indivdual for Grocerie...	0.00	25.00	25.00	0.00	150.00	150.00	300.00	0.00%
5482004	Consumer Household/Facility Su...	0.00	201.00	201.00	264.02	1,206.00	941.98	2,400.00	11.00%
5482050	Consumer Moving Expense	0.00	0.00	0.00	74.88	0.00	(74.88)	0.00	0.00%
5482100	Consumer rent Subsidy	8,813.27	9,163.00	349.73	54,240.64	54,978.00	737.36	109,966.00	49.32%
5483000	Consumer Meds/Med Supplies	1,367.95	1,622.00	254.05	12,728.15	9,732.00	(2,996.15)	19,456.00	65.42%
5483002	Consumer Lab/Drug Testing	0.00	0.00	0.00	5.80	0.00	(5.80)	0.00	0.00%
5484000	Consumer Transportation/Taxi	0.00	0.00	0.00	240.00	0.00	(240.00)	0.00	0.00%
5484001	Consumer-Meals	0.00	4.00	4.00	67.44	24.00	(43.44)	49.00	137.63%
5484003	Consumer-Other Emerg	0.00	1.00	1.00	0.00	6.00	6.00	15.00	0.00%
5486001	Consumer-Assistive Technology	0.00	642.00	642.00	384.35	3,852.00	3,467.65	7,701.00	4.99%
5488000	Consumer-Legal	0.00	475.00	475.00	15,200.00	2,850.00	(12,350.00)	5,700.00	266.66%
	Total Food & Consumer Support	19,762.41	23,029.00	3,266.59	145,801.81	138,174.00	(7,627.81)	276,320.00	52.77%
	Vehicle & Travel Expense								
5490000	Employee Private Mileage	377.88	2,652.00	2,274.12	9,820.54	15,912.00	6,091.46	31,812.00	30.87%
5491000	Workshops/Conference Mileage	0.00	91.00	91.00	749.06	546.00	(203.06)	1,089.00	68.78%
5500000	Other Travel Expense	0.00	0.00	0.00	56.72	0.00	(56.72)	0.00	0.00%
5502001	Parking	(150.00)	23.00	173.00	(611.00)	138.00	749.00	284.00	(215.14)%
5504000	Miscellaneous Travel Expenses	0.00	0.00	0.00	36.50	0.00	(36.50)	0.00	0.00%
5511000	Gasoline/Fuel	6,309.12	8,349.00	2,039.88	45,797.89	50,094.00	4,296.11	100,196.00	45.70%
5511001	Oil, etc	84.25	668.00	583.75	4,222.79	4,008.00	(214.79)	8,000.00	52.78%
5512000	Repairs	1,579.10	4,168.00	2,588.90	21,267.60	25,008.00	3,740.40	50,000.00	42.53%
5512001	Towing	275.00	259.00	(16.00)	3,076.00	1,554.00	(1,522.00)	3,123.00	98.49%
5513000	Cleaning	0.00	376.00	376.00	2,280.00	2,256.00	(24.00)	4,501.00	50.65%
5513001	Tires	0.00	791.00	791.00	3,238.31	4,746.00	1,507.69	9,500.00	34.08%
5515000	Registrtation/Inspections	20.00	168.00	148.00	704.50	1,008.00	303.50	1,998.00	35.26%
5516026	Enterprise Vehicle Lease	12,030.26	12,225.00	194.74	130,710.47	73,350.00	(57,360.47)	146,676.00	89.11%
5517000	Vehicle Equipment	0.00	0.00	0.00	41.38	0.00	(41.38)	0.00	0.00%
5517020	Accident Repairs	0.00	731.00	731.00	0.00	4,386.00	4,386.00	8,795.00	0.00%
5521000	Food/Lodging-Non-Workshops	4,637.56	429.00	(4,208.56)	8,919.42	2,574.00	(6,345.42)	5,141.00	173.49%
5522000	Workshops/Seminars Food/Lodg...	11.31	295.00	283.69	3,612.24	1,770.00	(1,842.24)	3,527.00	102.41%
	Total Vehicle & Travel Expense	25,174.48	31,225.00	6,050.52	233,922.42	187,350.00	(46,572.42)	374,642.00	62.44%

		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
	Professional & Consulting Services								
5532002	Psych Nurse Practitioner	19,220.00	26,867.00	7,647.00	118,323.90	161,202.00	42,878.10	322,400.00	36.70%
5535000	Evaluations/Assessments	0.00	583.00	583.00	1,400.00	3,498.00	2,098.00	7,000.00	20.00%
5537000	Other Contractual	0.00	5,518.00	5,518.00	180,735.80	33,110.00	(147,625.80)	66,211.00	272.96%
5537001	Interpreter	45.50	75.00	29.50	324.35	450.00	125.65	910.00	35.64%
5537002	COPE-Planning Council	20.90	27.00	6.10	138.62	162.00	23.38	325.00	42.65%
5540000	Consulting Services	15,752.50	0.00	(15,752.50)	35,759.10	0.00	(35,759.10)	0.00	0.00%
5541001	Legal-Christian Barton	15,375.00	2,029.00	(13,346.00)	47,375.67	12,174.00	(35,201.67)	24,350.00	194.56%
5542000	Audit/Accounting	0.00	2,593.00	2,593.00	0.00	15,558.00	15,558.00	31,125.00	0.00%
5546000	REACH-EAP program	0.00	89.00	89.00	438.60	534.00	95.40	1,052.00	41.69%
	Total Professional & Consulting Servi...	50,413.90	37,781.00	(12,632.90)	384,496.04	226,688.00	(157,808.04)	453,373.00	84.81%
	Information Tech Expense								
5551000	Computer Software Expenses/Su...	0.00	1,617.00	1,617.00	21,791.65	9,702.00	(12,089.65)	19,398.00	112.33%
5551001	Computer Hardware Maintenanc...	0.00	30.00	30.00	0.00	180.00	180.00	359.00	0.00%
5551002	Server /Network Software Expen...	0.00	1,753.00	1,753.00	0.00	10,518.00	10,518.00	21,001.00	0.00%
5553000	Profiler-Annual Support Mainten...	0.00	1,073.00	1,073.00	14,875.49	6,438.00	(8,437.49)	12,871.00	115.57%
5554000	MIP Annual Software/Support ...	0.00	1,070.00	1,070.00	0.00	6,420.00	6,420.00	12,832.00	0.00%
5554001	UKG P/R & H/R Software	0.00	6,653.00	6,653.00	79,050.80	39,918.00	(39,132.80)	79,811.00	99.04%
5554004	Other Software Maintenance Agr...	1,133.99	10,324.00	9,190.01	43,195.50	61,944.00	18,748.50	123,878.00	34.86%
5556000	Teleconferencing Expense	99.00	400.00	301.00	1,617.98	2,400.00	782.02	4,800.00	33.70%
5557004	Credible EHR Support/Maintenan...	13,324.87	12,421.00	(903.87)	76,969.75	74,526.00	(2,443.75)	149,052.00	51.63%
5557005	Credible Outsourced Billing Fees	0.00	15,000.00	15,000.00	0.00	90,000.00	90,000.00	180,000.00	0.00%
	Total Information Tech Expense	14,557.86	50,341.00	35,783.14	237,501.17	302,046.00	64,544.83	604,002.00	39.32%
	Other Contract Services								
5560000	Other Contract Services	0.00	870.00	870.00	750.00	5,220.00	4,470.00	10,416.00	7.20%
5561001	Nursing Services	0.00	0.00	0.00	91.98	0.00	(91.98)	0.00	0.00%
5563002	Trizetto-Claims Clearing house f...	2,131.36	2,202.00	70.64	13,871.03	13,212.00	(659.03)	26,427.00	52.48%
5563004	Security Services	0.00	249.00	249.00	0.00	1,494.00	1,494.00	3,000.00	0.00%
	Total Other Contract Services	2,131.36	3,321.00	1,189.64	14,713.01	19,926.00	5,212.99	39,843.00	36.93%
	Postage & Printing/Duplicating								
5570000	Regular Postage	174.43	656.00	481.57	2,863.23	3,936.00	1,072.77	7,865.00	36.40%
5571000	Client Billing Postage	874.21	1,100.00	225.79	3,653.41	6,600.00	2,946.59	13,200.00	27.67%
5580000	Duplicating/Printing	0.00	83.00	83.00	195.77	498.00	302.23	1,000.00	19.57%
	Total Postage & Printing/Duplicating	1,048.64	1,839.00	790.36	6,712.41	11,034.00	4,321.59	22,065.00	30.42%
	Insurances								
5596000	Facility Insurance-VACO	0.00	1,291.00	1,291.00	15,415.09	7,746.00	(7,669.09)	15,502.00	99.43%
5597000	Vehicle Insurance-VACO	0.00	4,948.00	4,948.00	59,982.00	29,688.00	(30,294.00)	59,385.00	101.00%
5598000	Professional Liability Insurance-...	0.00	526.00	526.00	6,461.00	3,156.00	(3,305.00)	6,299.00	102.57%
5598001	Medical Malpractice-VA Risk	0.00	974.00	974.00	0.00	5,844.00	5,844.00	11,688.00	0.00%
5598002	General Liability-VACO	0.00	1,900.00	1,900.00	20,361.00	11,400.00	(8,961.00)	22,781.00	89.37%
	Total Insurances	0.00	9,639.00	9,639.00	102,219.09	57,834.00	(44,385.09)	115,655.00	88.38%

		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
	Miscellaneous Expense								
5598003	Cyber Crime Insurance VACO	0.00	1,064.00	1,064.00	12,750.00	6,384.00	(6,366.00)	12,754.00	99.96%
5900000	Other Miscellaneous Expense	98,944.16	8,281.00	(90,663.16)	677,579.63	49,688.00	(627,891.63)	99,350.00	682.01%
5901000	Records Destruction	1,968.18	821.00	(1,147.18)	5,946.46	4,926.00	(1,020.46)	9,838.00	60.44%
5901001	Records Retention	0.00	1,111.00	1,111.00	6,669.52	6,666.00	(3.52)	13,344.00	49.98%
5901600	Donation Expense	0.00	42.00	42.00	0.00	252.00	252.00	501.00	0.00%
5902100	Educa Promotion/Advertising	0.00	9,514.00	9,514.00	87,139.00	57,084.00	(30,055.00)	114,167.00	76.32%
5902300	Match In Kind Expense	0.00	0.00	0.00	1,041.60	0.00	(1,041.60)	0.00	0.00%
5902400	Grant Recovered Cost	359.90	(4,428.00)	(4,787.90)	1,508.66	(26,568.00)	(28,076.66)	(53,145.00)	(2.83)%
5910000	Advertising	20,000.00	25.00	(19,975.00)	20,500.00	150.00	(20,350.00)	300.00	6,833.33%
5910050	Marketing-Referral Development	0.00	208.00	208.00	1,674.79	1,248.00	(426.79)	2,486.00	67.36%
5990001	Bank CC Charges/Stop Pmt	454.29	449.00	(5.29)	3,570.53	2,694.00	(876.53)	5,390.00	66.24%
	Total Miscellaneous Expense	121,726.53	17,087.00	(104,639.53)	818,380.19	102,524.00	(715,856.19)	204,985.00	399.24%
	Allocated Costs								
5605000	Admin-Allocated Costs	269,310.00	269,312.00	2.00	1,615,864.00	1,615,872.00	8.00	3,231,723.00	50.00%
5606000	MH Admin.-Allocated Costs	95,181.83	95,183.00	1.17	571,093.32	571,098.00	4.68	1,142,182.00	50.00%
5607000	SA Admin.-Allocated Costs	44,688.08	44,688.00	(0.08)	268,128.31	268,128.00	(0.31)	536,257.00	49.99%
5608000	ID Admin- Allocated Costs	44,597.17	44,596.00	(1.17)	267,580.66	267,576.00	(4.66)	535,166.00	49.99%
5609000	Youth-Allocated Costs	44,390.58	44,390.00	(0.58)	266,342.33	266,340.00	(2.33)	532,687.00	49.99%
5609200	Comm Based-Allocated Costs	25,161.25	25,160.00	(1.25)	150,965.00	150,960.00	(5.00)	301,935.00	49.99%
	Total Allocated Costs	523,328.91	523,329.00	0.09	3,139,973.62	3,139,974.00	0.38	6,279,950.00	50.00%
	Total Expenses	2,505,962.78	2,609,921.00	103,958.22	16,085,856.26	15,659,545.00	(426,311.26)	31,318,045.00	51.36%
	Net Profit/Loss	427,205.65	(75.00)	427,280.65	1,221,490.45	(469.00)	1,221,959.45	45.00	...,423.24%

MPNN BH Prevention, Health and Wellness Division

"Promoting Health and Well-Being
Through Best Practice Prevention Strategies"

Board Report
December 2024-January 2025

Submitted by
Cheryl Matteo-Kerney, M.Ed., ICPS, Director
Program Planning, Development & Prevention Services

Prevention Highlights

- **The MPNN BH Prevention, Health and Wellness Division Staff served a total of 820 people in 111 Outcome-Based Prevention Strategies.**

- **On January 16 we had a productive and positive DBHDS Site Visit with our DBHDS Behavioral Health Wellness Consultant.**

- **MPNN BH Prevention, Health and Wellness Division Staff implemented an Adult Mental Health First Aid Program (AMHFA) in Whitcomb Lodge at Beaverdam Park in Gloucester County on January 21. Sixteen peopled completed the eight-hour evidence-based training that is mandated by the General Assembly for CSBs/BHs to provide to the communities throughout their service area. Community member, educators and staff attended the training. We distributed medicine lock boxes, safe medicine disposal pouches, gun locks and educational resources to attendees.**

- **MPNN BH Prevention, Health and Wellness Division Staff implemented a live virtual Youth Mental Health First Aid Program (YMHFA) through ZOOM on January 23. Sixteen people completed this training.**

- **The MPNN Prevention, Health and Wellness Division Director attended a DBHDS sponsored Prevention Training on January 17.**

- **The MPNN Prevention, Health and Wellness Division has provided 20 Scholarships for the *National Creating Trauma Sensitive School Virtual Conference* on February 20 and 21 through funding from DBHDS. Many school and agency staff are registered. We still have scholarships available.**

- **MPNN BH Staff took part in Gloucester County's Festival of Trees Event by designing and creating multiple tree ornaments with Suicide Prevention Awareness Messaging.**

School-Based Wellness Prevention Strategies

The MPNN BH Prevention, Health and Wellness Division Staff implemented the 15-Week, Evidence-Based Botvin LifeSkills Training Program (LST) in December and January in the following schools:

Hamilton Holmes Middle School in King William County for five 6th grade classes for 101 students

Page Middle for two 6th grade classes for 60 students

Peasley Middle School in Gloucester County for six 6th grade classes for 137 students.

Colonial Beach Elementary School in Westmoreland County for two 6th grade classes for 38 students.

Montross Middle School in Westmoreland County for four 6th grade classes for 52 students.

Family Wellness Prevention Strategies

The MPNN BH Prevention, Health and Wellness Division Staff provided *Children First Training* for families experiencing divorce and separation. This training is required by the Supreme Court of Virginia. Three people completed this training.

The MPNN BH Prevention, Health and Wellness Division Staff provided the 15-Week, Evidence-Based Nurturing Parenting Program Classes. Three people participated in these classes.

Community Wellness Prevention Strategies

Opioid Misuse Prevention

The MPNN BH Prevention, Health & Wellness Division is continuing to increase community awareness through a broad range of media campaigns including 1) Billboards, 2) Buses, 3) Cinema Ads, 4) Social Media 5) Cable TV, and 6) Streaming, The Media Campaign messaging is focused on 1) Preventing Suicide, 2) Preventing Opioid Misuse, 3) Preventing Youth Marijuana Use, 4) Preventing Youth Tobacco Use, 5) Preventing Youth Vaping Use, 6) Preventing Youth Alcohol and Other Drug Use, and 7) Preventing Problem Gaming and Gambling. These campaigns reach large numbers of people throughout the Middle Peninsula-Northern Neck Region.

The following Prevention Media Campaigns were implemented in December and January:

"Gone…" The Evidence-Based Opioid Misuse Prevention Bus Media Campaign Strategy continues throughout Gloucester & Lancaster Counties, with Five BUSES, in December & January, with Adult Pop. 63,487.

"Gone" The Evidence-Based Opioid Misuse Prevention Billboard Media Campaign Strategy begins in December and continues through January on RT 17 & Hickory Fork, Gloucester County. Adult Pop. 52,884

"Gone" The Evidence-Based Opioid Misuse Prevention Billboard Media Campaign Strategy begins in January on RT 360 & RT 17 Tappahannock, Essex County. Adult Pop. 8,773

The Opioid Misuse Prevention Cinema Media Campaign_continued through December & January at York River Crossing Theater, Gloucester County. 5,000 weekly views

The MPNN BH Prevention, Health and Wellness Division consistently distributes Medicine Lock Boxes, Safe Medicine Disposal Pouches and a broad range of Prevention Resources throughout the MPNN Region. The following were distributed in December and January.

Medicine Lock Boxes and Prevention Resource Materials were distributed at the Youth Christmas Fair in Gleanings/Bridgepoint Baptist Church Tabling Event, Gloucester County.

Medicine Lock Boxes were provided to the D.A.R.E officer at Colonial Beach Elementary. These boxes will be distributed to the families of the students attending the D.A.R.E. program.

Medicine Lock Boxes, Disposal Pouches, and Prevention Resource Materials were distributed to the following MPNN Prevention Partners:

MPNN Peer Recovery Services, Warsaw, Richmond County
Rappahannock Community College, Richmond County
Richmond County DSS
Northumberland Middle School, Northumberland County
Northumberland High School, Northumberland County
Northumberland DSS, Northumberland County
MPNN BH Gloucester Counseling Center
MPNN Essex Counseling Center

Opioid Overdose Signs & Fentanyl Posters were distributed at the following locations:

MPNN Essex and Gloucester Counseling Centers
MPNN Peer Recovery Services, Warsaw, Richmond County
Gleaning Baptist Church, Gloucester County
Bridgepoint Baptist Church, Gloucester County
Other Gloucester County Churches
Rappahannock Community College, Richmond County
Richmond County DSS
Northumberland Public Library, Northumberland County
VA Dept. of Health, Northumberland County
Northumberland Middle School, Northumberland County
Northumberland High School, Northumberland County
Northumberland DSS, Northumberland County

The MPNN BH Prevention, Health & Wellness Division provides REVIVE Trainings at no cost to participants for agency staff and community members. Narcan, Prevention Resource Materials and free CEUs through the Virginia Certification (VCB) are provided. One REVIVE Training was implemented this period.

Youth Marijuana Prevention

Marijuana Youth Prevention Media Campaigns continue throughout Gloucester and King and Queen with two buses. The bus in Gloucester has an adult viewing of 52,884 per month. The bus in King and Queen has an adult viewing of 7,025.

The Marijuana Youth Prevention Media Campaign Cinema Ad is continuing. The educational Media Ads will be viewed at the YRC Cinema 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 Prevention

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 and one bus in Lancaster with an adult monthly viewing of 10,603 per month.

The Problem Gambling and Gaming Prevention Media Cinema Ad continues to run. The educational ads will be viewed at YRC Cinema in Gloucester with an estimated weekly view of 5,000. YRC audiences are from Gloucester, Mathews, Middlesex, King William, and King & Queen.

Mental Health Wellness and Suicide Prevention Strategies

The MPNN BH Prevention, Health and Wellness Division Staff implemented two Mental Health First Aid trainings for 32 people in December and January.

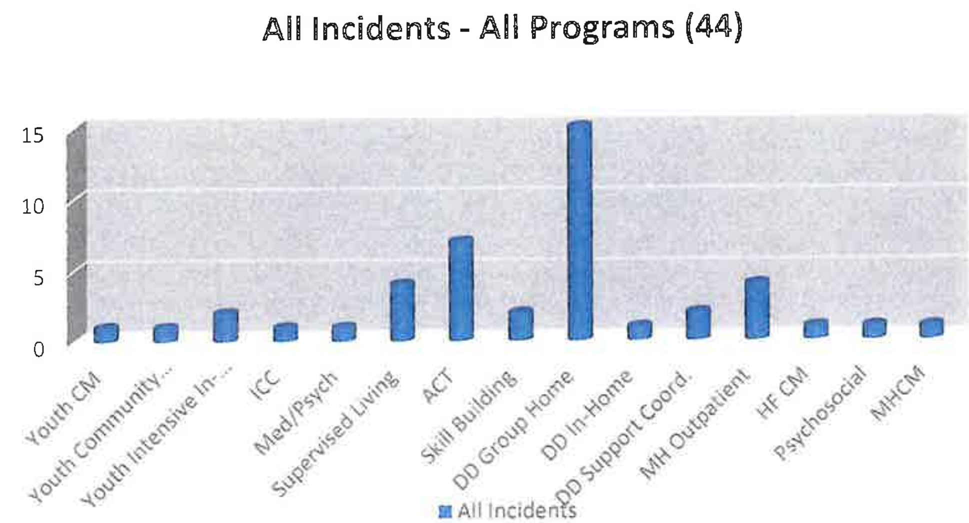
The following Media Campaigns were implemented in December and January:

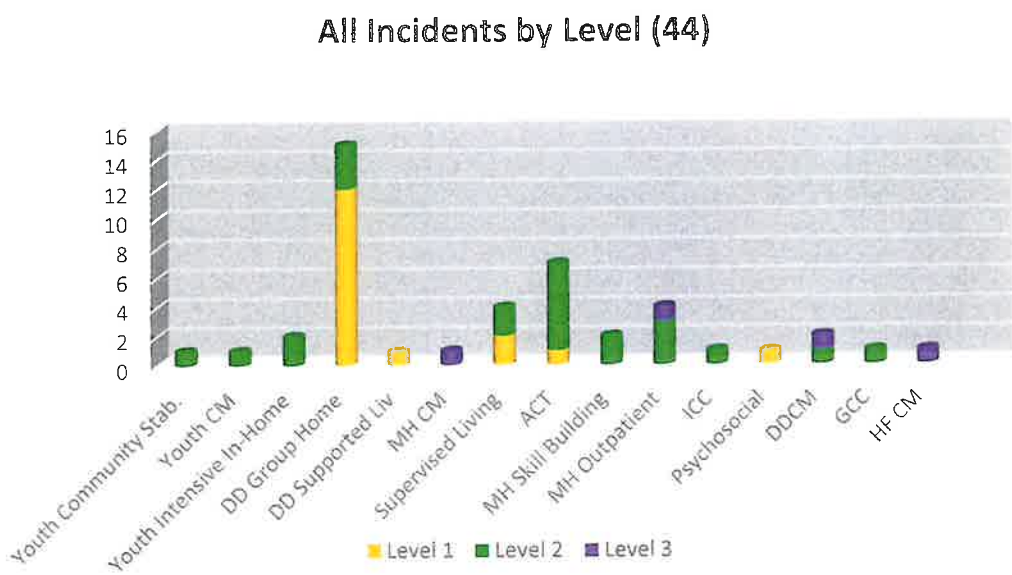
The MPNN CSB Evidence-Based Bus Media Lock and Talk-Suicide Prevention Campaign Strategy continues with two buses-- one in Gloucester and one in Northumberland counties. Combined Adult Pop. 63,262.

The Billboard Lock and Talk-Suicide Prevention Media Campaign Strategy began in January on S/S RT 360 MILLERS TAVERN Tappahannock, Essex County. Adult Pop. 8,773.

The Billboard Lock and Talk-Suicide Prevention Media Campaign Strategy began in December and continues into January on Lewis Puller Hwy, West Point, King William County. Adult Pop. 17,377

The Suicide Prevention Cinema Media Campaign Strategy continued throughout December & January at the York River Crossing Theater, Gloucester County, 5,000 weekly views.

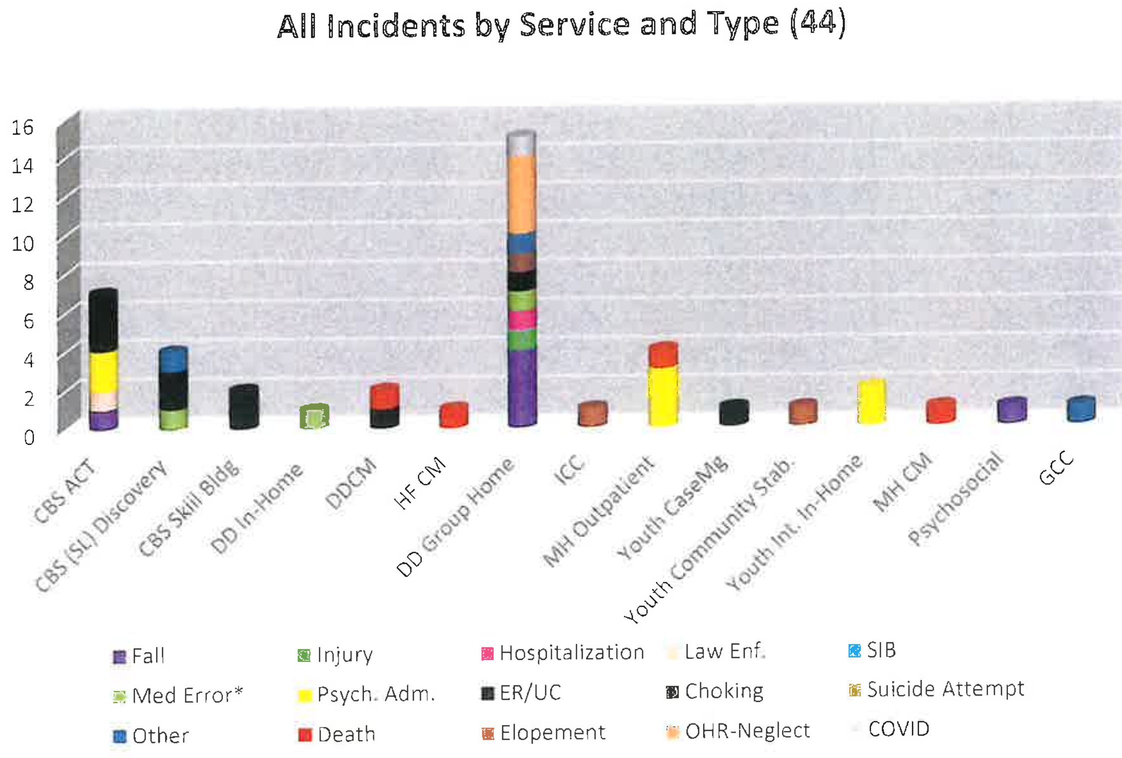




Level 1: Any incident occurring on MPNN property or during the provision of services, including theft, certain medication errors, falls or other accidents (with or without injury) which do not meet the definition of level II serious incidents.

Level 2: An incident which occurs or originates during the provision of a service or on the premises of the provider that results in a significant harm or threat to the health and safety of an individual that does not meet the definition of a Level III serious incident.

Level 3: Any sexual assault, attempted suicide (resulting in hospitalization), or death.



Trends for Q3 2024:

- Four (4) level III incidents in Q3; increase from three (3) in Q2
    - Four (4) deaths: 1 DDCM, decrease from two (2) in Q2; 1 HFCM; 1 MHCM, 1 MHOP;
- Three medication errors in Q3 2024; decrease from four (4) in Q2
- Four (4) falls in DD Group Homes; increase from two (2) in Q2;
    - 3 falls for same individual
- Ten (10) ER/UC visits agency-wide; increase from eight (8) in Q2
- One (1) report of Covid-19; increase from 0 in Q2
- Zero (0) suicides reported; no +/- from Q2
- Targeting reportable events has continued agency-wide; incident reports increased approximately 10% from previous quarter; however, 4 reports were for one OHR event reported;
- All other incidents reported at rates consistent with service type and number of individuals served.

Medication Errors:

- Three (3) medication errors during this quarter; see below in Trend Analysis and CAP.

Care Concerns: Two care concerns received this review period.

- One care concern (DDGH) reported to MPNN related to an individual with a choking incident (20240067). Mitigation strategies included following up on IMU recommendations, SLP Eval to determine if any dietary modifications and/or increased mealtime supports are needed; and continuing to implement current policies and procedures in obtaining emergency care and incident reporting, and RCA completed to determine causation and mitigation.

- One care concern (MHOP) 20240051 for individual with two unplanned psych admissions within 90-day period; Enhanced RCA was completed to review causation and mitigation. Mitigation strategies included: continue to provide outpatient counseling and discuss possibility of additional DBT strategy skill-building, if agreed to by the individual/AR; review Individual's ISP, review possible incorporation of safety goals, i.e. "Safety: Self-harm", alternative strategies to "self-harm"; update Crisis Action Plan; Med Psy staff will continue to monitor for medication concerns, needs.

ERCA: Two (2) Enhanced RCA's Completed this quarter. One ERCA completed for 2024051 listed above as Care Concern; One ERCA completed for DDGH individual experiencing multiple falls within six-month period.

Analysis of Trends: *in accordance with 12VAC35-105-620 to include an analysis of trends, potential systemic issues or causes, indicated remediation, and documentation of steps taken to mitigate the potential for future incidents.*

Deaths- 50% i*ncrease from two (2) in Q2 2024 to four (4) Q3 2024*

- RCA of these deaths reveal two deaths appear to be related to known complex medical issues for individuals out of the scope of treatment for services received through MPNN, i.e. Support Coordination; one death reported due to heart attack; one death due to auto accident. Deaths were out of the control of MPNN providers.
- Systemic causes within services were not identified; remediation and or mitigation not warranted at this time.

Medication Errors- Decrease in reporting, from five (5) in Q2 to three (3) in Q3 2024.

- The number of medication errors occurring have continued to be monitored due to the frequency of occurrence and are included on MPNN QIP and will be updated on MPNN ASRA.
- Medication errors have previously been identified internally as an ongoing issue for MPNN. Quality Assurance and Program Managers have implemented multiple mitigation strategies (work flow changes, retraining, written counseling). QA continues to actively monitor the situation through IR review.

Falls- Six falls reported this quarter, no injury: 4 DDGH; 1 ACT; 1 ACT (at residence); One Individual had 3 falls at her residence (DDGH) during 3rd quarter & ERCA was conducted. This area is not identified as a systemic issue.

ER/UC visits - Ten (10) ER/UC visits agency-wide; increase from eight (8) in Q2. ER/UC continue to be reviewed for trends; however, frequency is not approaching agency threshold. QA did not identify any trends/similarity in occurrence; staff continue to contact EMS or transporting individuals to the ER/UC as warranted by the individuals' requests and or needs. This is not identified as a systemic issue for MPNN services; mitigation strategies are not needed at this time.

Investigations and complaints:

- Seven (7) Investigations completed in Q3 2024
    - One (1) Complaint investigated, resulting in four (4) OHR reports founded for neglect of service (12VAC35-105-580), OHR (12VAC35-115-50. B. 2)
    - Three (3) found for OHR Med Error (12VAC35-105-770 -790)
- Two (2) internal complaints investigated, non-reportable;

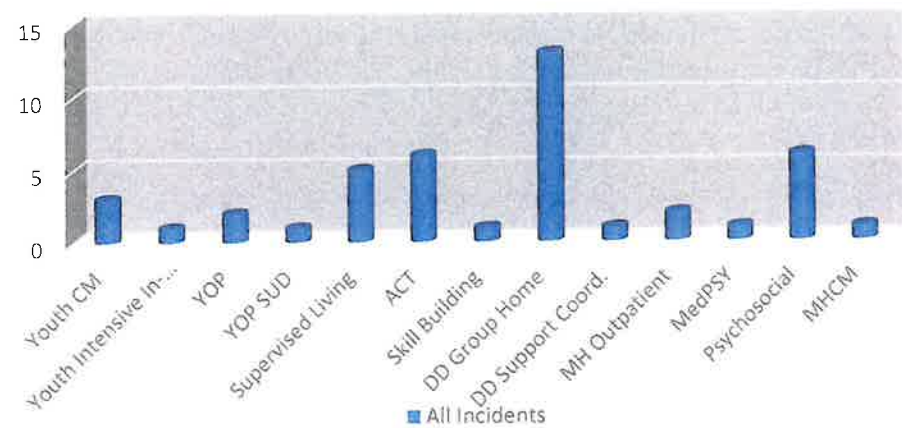
Licensing/Office of Human Rights:

- Inspection of DD Supervised Living Service, 01-001 - DD Group Home Service, and 03-011 - DD Supportive In-Home Service on 7/17/24; CAP issued, Responses submitted 9/16/24, pending;
- Corrective actions for ACT and ASAM March inspection included update of CNA form in Credible for all services: updated CNA rolled-out for all clinical services on 8/1/24. However, DD Services CNA form update was not completed due to program -specific needs; DD Inspections of 7/17/24 resulted in systemic citation for non-compliance (response submitted, pending). Mitigation/Update of DD CNA form is ongoing process;
- DD Inspections of 7/17/24 resulted in systemic citation for non-compliance regarding water temperature/mixing valves (prior 1/19/23 CAP for Tappahannock House), response submitted for current CAP, pending; Mitigation strategies included replacement of all regulator valves;
- License Renewals submitted for all services, expiring 10/30/24;
- ID/DD Supervised Living-2nd conditional license expired 9/6/24, renewal granted to 10/30/24;
- Internal Audit on FY22 Operational Review & Follow up 9/22/23 Memo Issued—Response Submitted 8/27/24; Final Memo issued 9/9/24-all recommendations implemented and no further follow-up required;

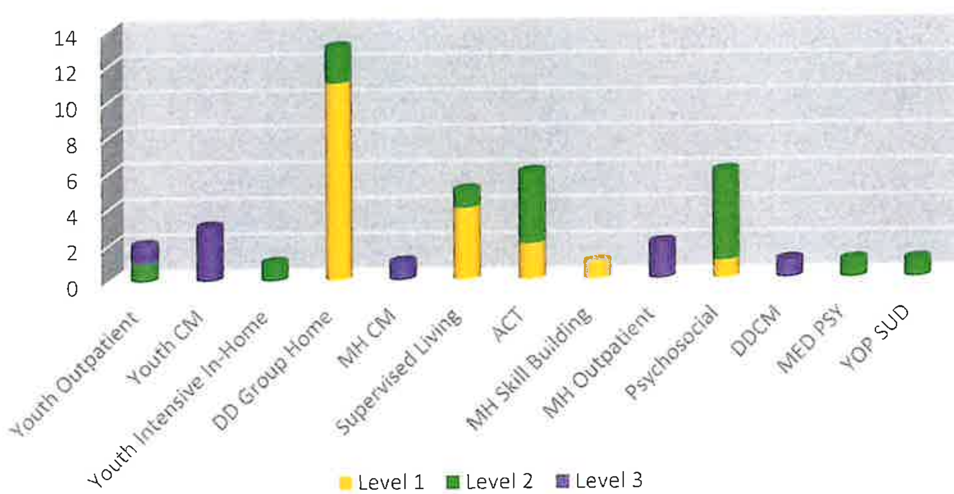
Corrective Action Plans

- CAP issued 7/10/24 for 6/12/24 Med Error-DDGH; Response submitted, accepted 7/18/24; corrective measures implemented, i.e. process change to ensure prescription refills;
- CAP issued 7/25/24 for 6/20/24 Complaint-Response submitted, accepted 8/2/24; corrective measures implemented, i.e. employee written counseling & refresher training on human rights;
- CAP issued 8/1/24 for late reporting 20240058 7/14/24 incident; Response submitted, accepted 8/27/24; corrective action taken, i.e. responsible staff retrained on incident reporting;
- OHR CAP issued 9/17/24 for medication error; Response submitted, accepted 9/24/24; corrective action taken, i.e. employee written warning, refresher training & supervision during med administration for 2 weeks;
- OHR CAP issued 9/17/24 for neglect; Response submitted, accepted 9/24/24; corrective action taken, i.e. two employees terminated 8/10/24.

All Incidents - All Programs (43)



All Incidents by Level (43)



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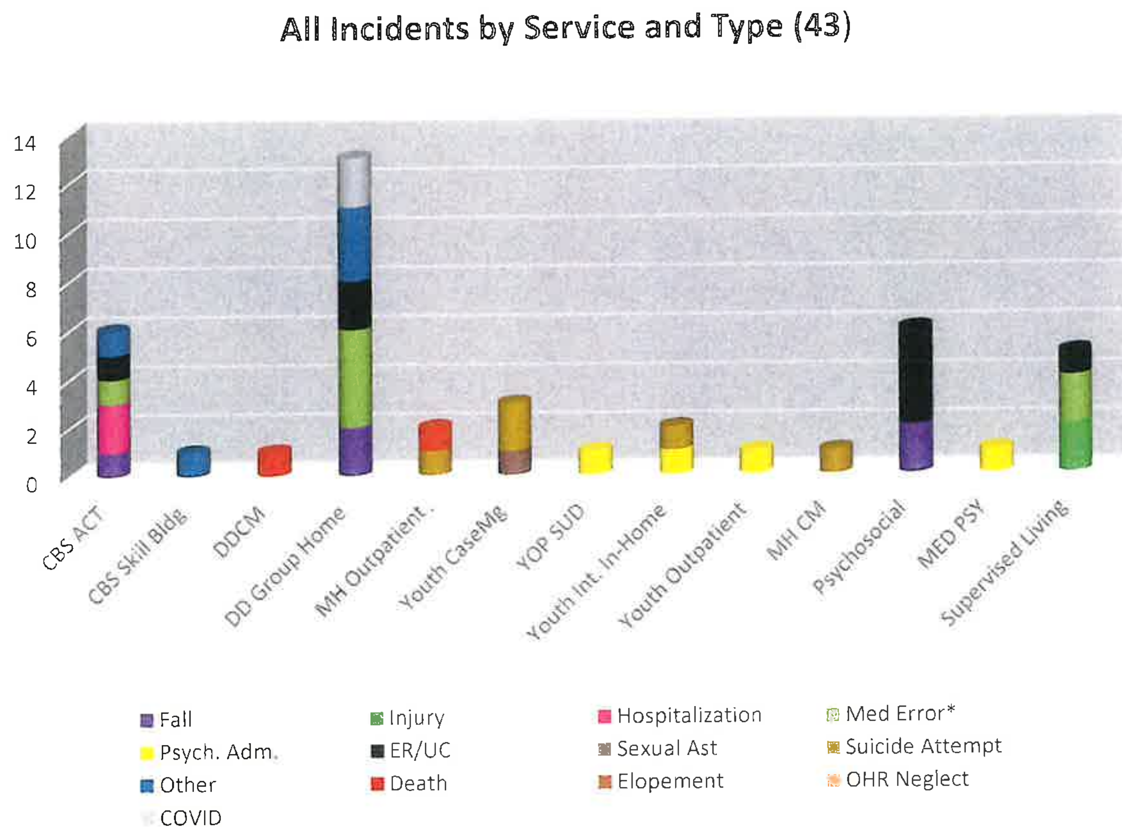


Trends for Q4 2024:

- Eight (8) level III incidents in Q4; increase from four (4) in Q3
    - Two (2) deaths: 1 DDCM; 1 MHOP;
    - Five (5) Suicide Attempts: 2 YCM; 1 MHOP; 1 YOP; 1 MHCM;
    - 1 Sexual Assault: YCM
- Seven (7) medication errors in Q4 2024 with two related to the same event; increase from three (3) in Q3;
- Two (2) falls in DD Group Homes; decrease from four (4) in Q3;
- Eight (8) ER/UC visits agency-wide; decrease from ten (10) in Q3
- Two (2) reports of Covid-19; increase from 1 in Q3
- Zero (0) suicides reported; no +/- from Q3
- Targeting reportable events has continued agency-wide; incident reports decreased slightly from previous quarter;
- All other incidents reported at rates consistent with service type and number of individuals served.

Medication Errors:
Seven (7) medication errors during this quarter; see below in Trend Analysis and CAP.

Care Concerns: Care concerns were not received this review period.

ERCA: One Enhanced RCA Completed this quarter due to 2nd Suicide Attempt for individual within a six-month period.

Analysis of Trends: *in accordance with 12VAC35-105-620 to include an analysis of trends, potential systemic issues or causes, indicated remediation, and documentation of steps taken to mitigate the potential for future incidents.*

<u>Deaths-</u> 50% de*crease from four (4) in Q3 2024 to two (2) Q4 2024*
- RCA on one death revealed to be related to chronic illness; One death reported 12/24/24 unexplained at this time.
- Systemic causes within services were not identified; remediation and or mitigation not warranted at this time.

<u>Medication Errors-</u> Increase *in reporting, from three (3) in Q3 to seven (7) in Q4 2024.*
- The number of medication errors occurring have continued to be monitored due to the frequency of occurrence and are included on MPNN QIP and will be updated on MPNN ASRA.
- Medication errors have previously been identified internally as an ongoing issue for MPNN. Quality Assurance and Program Managers have implemented multiple mitigation strategies (work flow changes, retraining, written counseling). QA continues to actively monitor the situation through IR review.

<u>Falls-</u> *Five falls reported this quarter, no fall injury; however, one resulted in ER/hospitalization due to chronic health concern: 2 DDGH; 1 ACT (at residence); 2 Psychosocial;* This area is not identified as a systemic issue.

<u>ER/UC visits</u> - *Eight (8) ER/UC visits; decrease from ten (10) in Q3.*
- ER/UC continue to be reviewed for trends; however, frequency is not approaching agency threshold. QA did not identify any trends/similarity in occurrence; staff continue to contact EMS or transporting individuals to the ER/UC as warranted by the individuals' requests and or needs. This is not identified as a systemic issue for MPNN services; mitigation strategies are not needed at this time.

Investigations and complaints:

- Eight (8) Investigations completed in Q4 2024
  - One (1) Neglect Complaint investigated: Warsaw House unfounded (not a preponderance of evidence to support a violation of service policies 12VAC35-105-720, 12VAC35-105-580, and 12VAC35-115-50. B. 2; or violation of MPNN BH Employee Policy for a Smoke-Free Workplace or MPNN BH Employee Motor Vehicle Driving Policy);
  - Seven (7) OHR Med Error investigations (12VAC35-105-770 -790): 4 DDGH, 1 unfounded; 2 MHSL founded; 1 ACT founded;

Licensing Inspections:

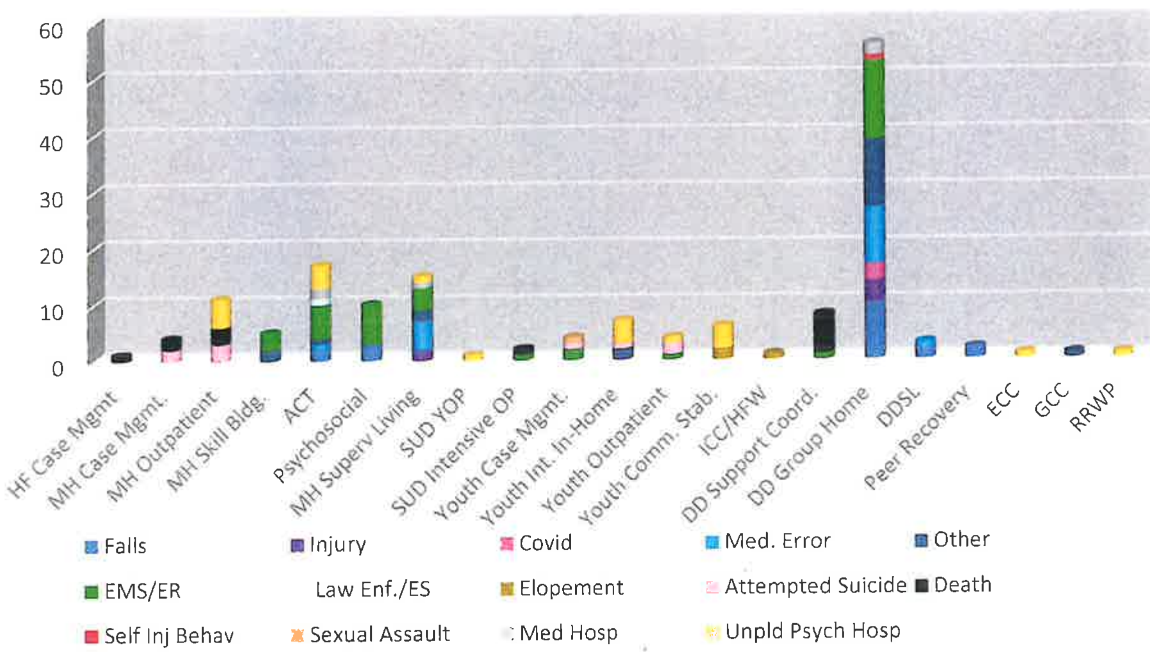
- MPNN triennial license renewed effective 10/31/24;
- Remaining CAP -Inspection Date 7/17/24 01-001 for HR Response/CO Manager Job Description; Response submitted 11/19/24, Accepted 11/23/24;
- Inspection Date 10/1/24: Exit Interview 10/31/24;
  - CAPS issued for 07-003 - MH Outpatient Service (ECC) and 01-012 - MH Residential Supervised Living Service for Adults (Discovery 1); Due Date 12/10/24; Response submitted, pending;
  - CAPS issued for 05-001 - MH Intensive In-Home Service for Children and Adolescents, Youth and Family Services; 16-004 - MH Case Management Service for Adults Essex Counseling Center; 16-005 - MH Case Management Service for Children and Adolescents Essex Counseling Center;18-003 - MH ACT Service - Medium Team; 16-003 - SA Case Management Service Essex Counseling Center; 02-011 - MH Center-Based Psychosocial Rehabilitation Service for Adults Charterhouse; Due Date 12/18/24; Response submitted, pending;
  - CAPS issued for 03-001 - MH Non-Center-Based Community Supports (Skill Building) Service for Adults Gloucester Counseling Center; 018-07-006 - MH Non-Center-Based Community Crisis; Service Due 12/19/24; Response submitted, pending.
  - CAP issued for 02-035 - SA Center-Based Intensive Outpatient Service - ASAM Level 2.1 for Adults, Essex Counseling Center; 07-013 - SA Outpatient Service - ASAM Level 1.0 for Adults, Essex Counseling Center; Due Date 12/20/24; Response submitted, pending.
- Inspection of DD Supervised Living Service, 01-001 - DD Group Home Service, and 03-011 - DD Supportive In-Home Service on 7/17/24; CAP issued, Responses submitted 9/16/24, Accepted;
- Corrective actions for ACT and ASAM March inspection included update of CNA form in Credible for all services: updated CNA rolled-out for all clinical services on 8/1/24; however, DD Services CNA form update was not completed due to program -specific needs; DD Inspections of 7/17/24 resulted in systemic citation for non-CNA compliance (response submitted); Mitigation/Update of DD CNA form is ongoing process;
- DD Inspections of 7/17/24 resulted in systemic citation for non-compliance regarding water temperature/mixing valves (prior 1/19/23 CAP for Tappahannock House), response submitted for current CAP, accepted; Mitigation strategies included replacement of all regulator valves;

Corrective Action Plans

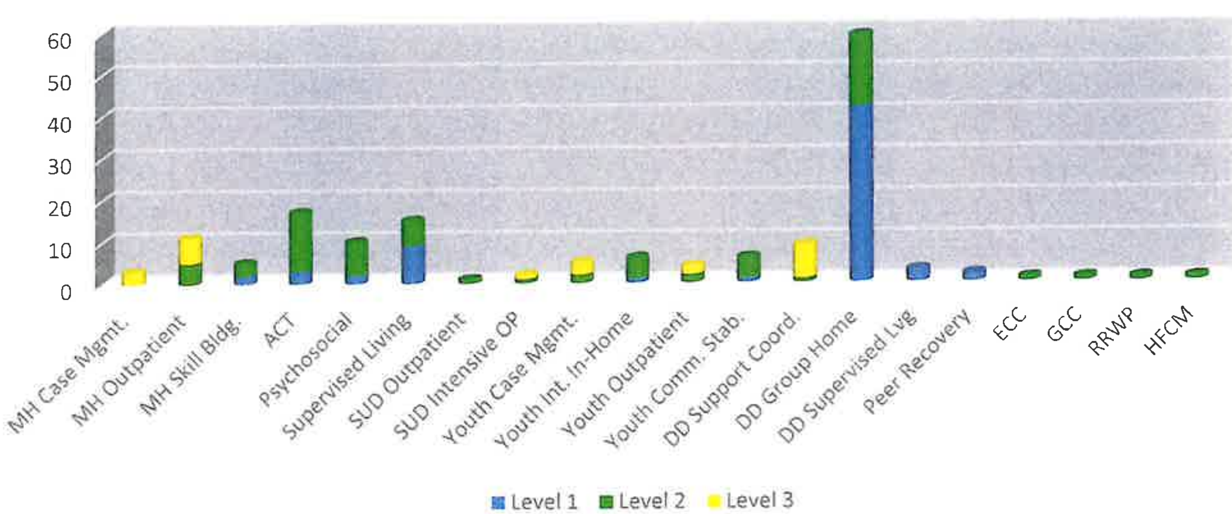
- CAP issued 11/20/24 for 10/29/24 YOP Late Reporting-Response submitted; corrective measures implemented, i.e. employee/supervisor consultation and reminder of requirement to report before end of shift;
- Systemic citation due to provider's second step in the Progressive Citation Cycle for the same regulation within a one-year period (prev. 2/27/24, ECC MHOP); corrective measures implemented, i.e. YOP Supervisor provided refresher training on Incident Reporting to staff during group supervision. Staff will also continue to participate in the required annual training course for Incident Reporting.
- CAP issued 12/23/24 for late reporting of 10/22/24 ACM incident 20240090-Response submitted/accepted; corrective measures implemented: Responsible staff consulted/reminded of requirements for incident reporting. Refresher training on incident reporting, to include emphasis on critical incidents that must be reported regardless of when/where the occur, provided to MH Adult Case Management Staff. Staff will also continue to participate in the required annual training course, "MPNN BH Serious Incident Reporting", scheduled through Relias Learning.

Quality Assurance
Board Report CY2024 – Annual Incident Review

2024 Total Incident Reports by Type and Service (162)



2024 Total Incidents by Service and Level (162)



Quality Assurance
Board Report CY2024 – Annual Incident Review

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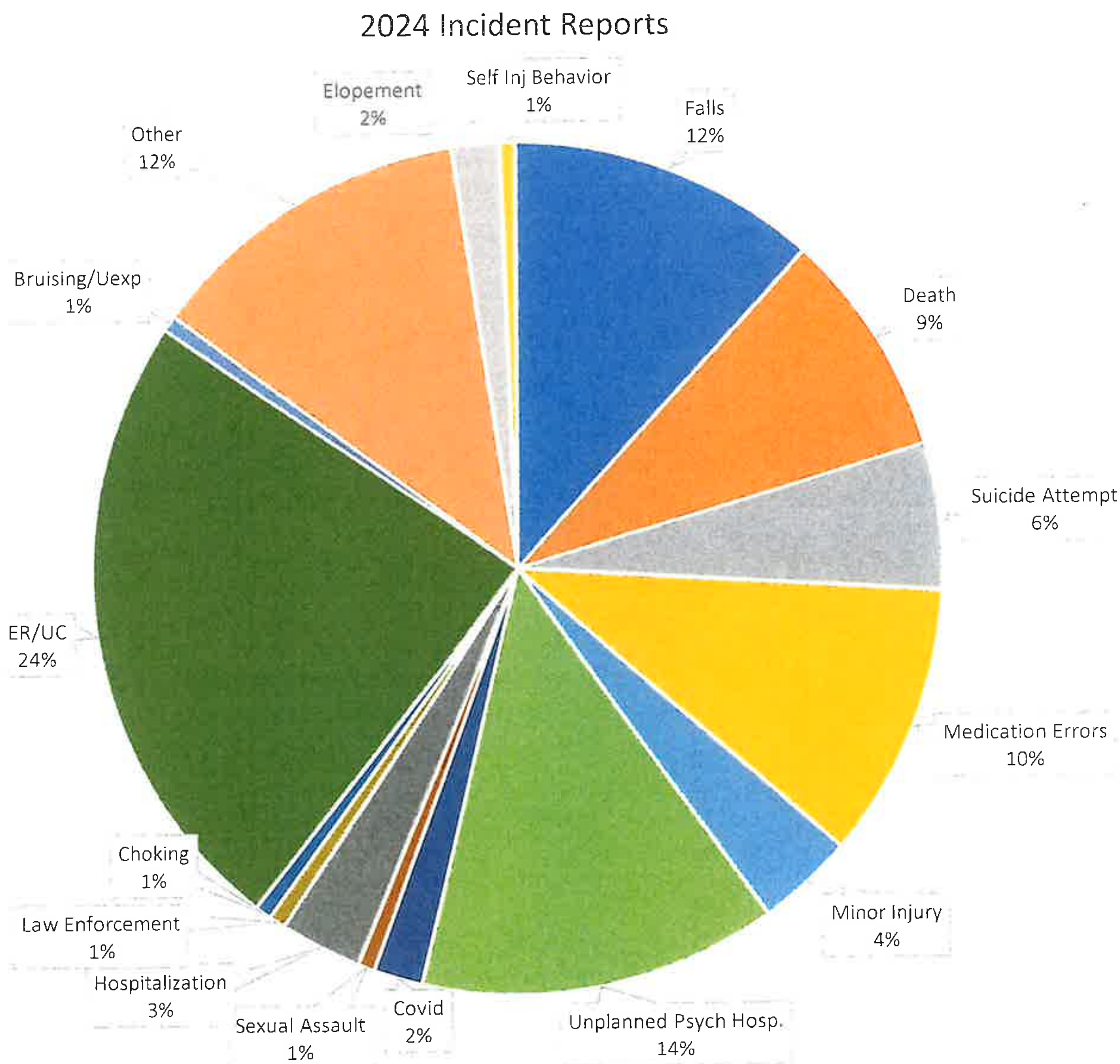


**2024 total number of incident reports varies +/- 3 reports from cumulative quarterly totals due to reports reclassified when single reports encompass multiple events or reports. "Non-reportable" events are not included in the 2024 annual total provided.*

Analysis of Trends: *in accordance with 12VAC35-105-620 to include an analysis of trends, potential systemic issues or causes, indicated remediation, and documentation of steps taken to mitigate the potential for future incidents.*

- Minimal decrease in reported incidents between 2023 (163) and 2024 (162) as targeting reportable events has continued agency-wide.
- Review and analysis of top five incident types reported:

  ER/UC
  - 39 agency-wide
  - Review of incident reports for ER/UC did not indicate a trend or systemic issue.
  - Threshold for ERCA not met due to circumstances of individual events/causation of need for emergency care.

  Unplanned Psych Hospitalizations
  - 22 agency-wide; 6 from within Youth and Family Services
  - Numbers include psychiatric hospitalizations resulting from suicide attempts
  - *4 Enhanced RCAs (1 MHSL; 1 YOP; 1 YCS; 1 MHOP) completed relating to number of hospitalizations due to SI; no systemic issue related to services determined at that time.*
  - *Crisis Action Plans continue to be completed/updated for all individuals receiving outpatient services as an effort to provide additional, self-directed support when needed.*

  Falls
  - 19 agency-wide; 10 within DD residential settings.
  - This figure represents an overall 14% decrease in falls from 22 reported in 2023; and a 45% decrease in IDDD falls reported compared to 18 DD falls reported in 2023.
  - Falls in DD residential settings are, by nature, more frequent in occurrence especially among MPNN's IDDD aging, residential population.
  - A proactive Enhanced RCA was completed for one individual with increased falls reported.
  - All individuals within the group homes have been evaluated by program management to determine assistive tech needs, preventative measures needed, and the ability of staff to meet increasing needs within the homes.
  - One individual transitioned from DD Supervised Living to DD residential services due to increased health and safety/fall needs.

  Deaths
  - 14 agency-wide; Decrease of 1 from CY 2023 review
  - 50% of MPNN death reports submitted by DD Support Coordination; no reports involved individuals within MPNN DD group homes.
  - No trends or systemic issues noted; Overall: complex medical needs and fragility.

Medication errors

- Increase in medication errors from 2023 (10) to 2024 (17).
- 17 agency-wide: 10 DDGH; 5 MH Supervised Living; 1 DD Supervised Living; 1 ACT
- Trends indicate ongoing issue within the DD residential programs.
    - Medication errors have previously been identified internally as an ongoing issue for MPNN. Quality Assurance and Program Managers have implemented multiple mitigation strategies and corrective actions (work flow changes, retraining, written counseling). QA continues to actively monitor the situation through IR review.
    - Corrective measures were taken to include:
        - Refreshers on the management and administration of medications within the group homes.
        - Tappahannock House implemented a cross-checking system for incoming staff to cross-check that medications have been appropriately dispensed and signed-off on the medication administration. Two staff members are required to sign for each medication administration (morning, mid-day, afternoon, evening and/or PRN medications). This cross-check/sign-off system has been recommended to be implemented in all group homes.
        - QuickMAR medication management system implemented in efforts to improve safety and accuracy (with bar code scanning) and mitigate medication errors began on-line with QuickMAR in all groups homes.
        - Progressive written counseling for staff responsible for medication errors has been implemented.

Late Reporting:

- Increase in Late Reporting CAPS from (2) in 2023 to (5) in 2024;
- Some late reporting resulted from staff not understanding that certain critical events are reportable regardless of when/where they occur;
    - Corrective measures taken to include refresher training and update to Incident Reporting Training Material to emphasize these reporting requirements.

All other reports consistent in frequency for type(s) of services provided.

Care Concerns

- 4/12/24 - Individual Care Concern for seizures; mitigation strategies included staff to continue to follow seizure protocols, follow-up on any recommendations from ER physicians, continue to review and update seizure protocol as needed/directed by neurologist, Implement Current Policy and Procedure.

- 8/28/24- Individual Care Concern for choking incident requiring the Heimlich; mitigation strategies included staff to continue to implement current policy and procedure. No citations received.

Enhanced Root Cause Analyses of Incidents

- 5 for threshold unplanned psychiatric hospital incidents
- 1 for Fall Threshold (DDGH-KW)
- 1 for Level 3 Suicide Attempts – (threshold two within 90-day period). *Mitigation strategies implemented as determined by each ERCA to improve outcomes and mitigate occurrence.*

Investigations

Abuse, Neglect and Exploitation

- 1 for alleged staff neglect; unfounded;
- 1 for PSR alleged abuse, unfounded;
- 1 alleged incident of exploitation and/or fraud, closed (did not occur within the scope of MPNN CSB services and MPNN CSB Staff were not accused).
- 4 related abuse/neglect, founded (DDGH-TH)
- 2 related abuse/neglect, unfounded (DDGH-WH)
- 17 for alleged neglect for medication errors; 1 unfounded and 16 founded; *Corrective measures and mitigation strategies listed above.*

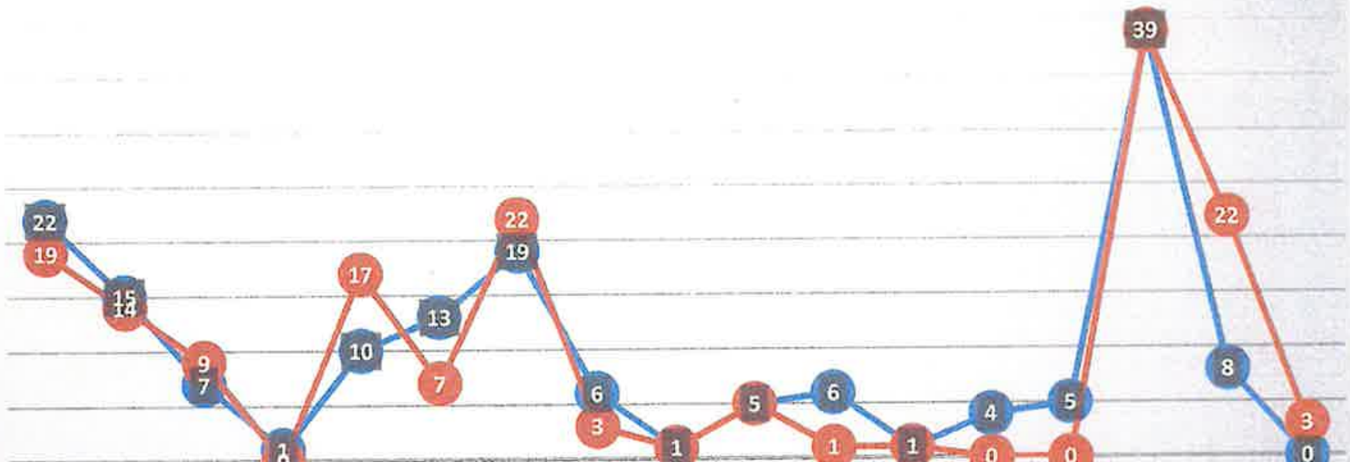
Complaints

- 2 for Breach of Confidentiality, founded
- 3 Complaints for same individual (1 for Services; 1 for Denied Access to Record; 1 for Disrespect, all unfounded)
- 1 for Dignity/Respect, founded;

Corrective Action Plans

- (5) Late incident reporting: Corrective measures include reminders and continued monitoring; CAP response approved by OL
- (11) Medication errors: Corrective measures include QuickMAR program, retraining for staff, reinforced policies and procedures, written counseling for staff; approved by OL;
- (1) Dignity/Respect (IIH): Corrective measures included written counseling for staff; refresher training on Human Rights; 2 days leave w/o pay;
- (1) Neglect in Services (DDGH): Corrective measures – 2 staff members terminated;
- (21) Service Inspection CAPs – 12 corrective action plans from triennial inspection pending approval as of 1.31.25.

Quality Assurance
Board Report Annual Analysis of Trends (CY23 and CY24)



	Falls	Death	Suicide Attempt	Suicide	Medication Errors	Minor Injury	Unplanned Psych Hosp.	Covid	Sexual Assault	Hospitalization	Law Enforcement	Choking	Decubitus Ulcer	Exploitation	ER/UC	Other	Elopement
2023 Incident Reports	22	15	7	1	10	13	19	6	1	5	6	1	4	5	39	8	0
2024 Incident Reports	19	14	9	0	17	7	22	3	1	5	1	1	0	0	39	22	3

Trend Analysis

- Overall frequency of incidents *largely* consistent across 2023 and 2024 for all types of incidents as illustrated above.
- Congruent frequency of occurrence in the areas of sexual assault, hospitalizations, choking, ER/Urgent Care admissions.
    - All within acceptable rate of occurrence and expected for types and scope of service provision.
    - Sexual assault did not occur during service provision and MPNN BH staff were not involved; reporting mandated by DBHDS.
    - Data on ER/Urgent care and hospitalizations may vary due to risk tracking tool documentation, i.e. MPNN may not have received follow up from ER visits which resulted in hospitalizations for individuals residing in the community.
- Improvement (decrease in frequency) from 2023 to 2024 in the number of falls, death, suicide, minor injury, Covid-19, law enforcement involvement, decubitus ulcers, and cases of financial exploitation. Across all services: