

October 15, 2024

The Middle Peninsula Northern Neck Behavioral Health Board of Directors held a meeting on October 15, 2024 at the Essex Counseling Center in Tappahannock, Virginia.

BOARD MEMBERS PRESENT

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

STAFF PRESENT

Melissa DeVault, Executive Director
Amanda Campagnola, Deputy Executive Director
Joanne Brown, Director, Clinical Services
Erich Campbell, Director, IT – ZOOM
Anne Davis, Residential Supervisor
Alicia Dillon, Director, Developmental Services
Emily Eanes, Director, Youth and Family Services
Nathan Floyd, Network Analyst
Katie Gilman, ACT MH Generalist - ZOOM
Ken Hickman, Director, Finance
Jessica Horton, ACT Team Lead
Val Iovino, SUD Supervisor
Larry Kight, Director, Operations - ZOOM
Karen McCoy, SR Administrative Assistant - ZOOM
Melissa O'Donnell, ACT SA Specialist
Kelly Shifflett, Clinician II - SUD
Gail Slaughter, Sr. Executive Assistant
Brenda Taylor, SR Administrative Assistant - ZOOM
Jessica Thrift, SUD Team Lead
Perryann Whitehurst, Executive Assistant
Linda Williams, HR Benefits Coordinator - ZOOM

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

Guests – There were no guests in attendance.

Public Comment - There were no public comments.

Minutes - Mr. Mitchell moved approval of the minutes from the August 20, 2024 Board meeting. Ms. Turner seconded the motion, which passed unanimously.

Agenda Addition – Dr. Stokes moved that the Executive Session be moved up on the agenda to after the presentation. Mr. Haynie seconded the motion, which passed unanimously.

ACT Presentation – Amanda Campagnola and Jessica Horton

Ms. Campagnola explained that ACT started in 1970 as part of deinstitutionalization. It is an evidence based program.

Ms. Horton said that ACT helps with medications, activities of daily living, work related services, supportive counseling, social skill teaching, and peer counseling.

EXECUTIVE SESSION – Dr. Stokes moved the Board go into Executive Session as provided for by the Code of Virginia Section 2.2-3711 (A) (1), discussion or consideration of personnel matters and Section 2.2-3711 (3), discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. 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; Ms. Coates, aye; Mr. Haynie, aye; Ms. Liljeberg, aye; Mr. Mitchell, aye; Mr. Parr, aye; Ms. Trent, aye; Ms. Turner, aye; Mr. Jackson, aye; and Ms. Webb, aye.

Dr. Stokes moved that the full Board honor the Executive Director's contract as written. Mr. Mitchell seconded the motion, which did not pass. The question was asked if there was a timeline. Ms. DeVault said no. Dr. Stokes moved that the motion be amended – that the motion be tabled until the next meeting. Ms. Webb seconded the motion, which passed unanimously.

Executive Director's Report

Tax Relief - Middlesex County approved tax relief for the current year, all years to follow, and refunded taxes paid for the three previous years. Lancaster County has also approved tax relief, effective January 1, 2024.

Appoint Nominating Committee – Ms. Liljeberg and Mr. Parr volunteered to serve on the Nominating Committee. Ms. Knoeller will contact the Board members who had left the meeting to see if they are interested in serving on the committee.

DEI Update – Emily Eanes

The DEI Committee has been working on a committee name change. The top 3 suggestions will be sent out to staff for a vote.

Over 100 pounds of food was collected during the food drive.

The Committee is preparing for the Festival of Trees.

The Committee wants to hold a Middle Peninsula and Northern Neck Resource Fair.

Julee Isaksen and Charese Haynes are participating in a NAACP Resource Fair.

Finance Committee - The Finance Committee had met, however, a quorum was not present. No action could be taken on write offs or county budget requests.

Requested Counties % Increase in Chapter X Funding for FY 26 – Mr. Hickman explained that the Department of Behavioral Health and Developmental Services requires a 10% local match of funds. In order to meet this match, counties would need to increase their contribution to Middle Peninsula Northern Neck Behavioral Health by 10.8%. After discussion, Dr. Stokes moved requesting a 10.8% increase from the counties. Mr. Jackson seconded the motion, which passed unanimously.

Accounts Receivable Write Offs for Period 7-1-21 /6-30-22 – Mr. Hickman said that write offs are made up of 2 parts – insurance claims and self pay. After discussion, Mr. Parr moved approval of writing off \$62,963 for the period of July 1, 2021 through June 30, 2022. Mr. Jackson seconded the motion, which passed unanimously.

Program Committee – The Program Committee had not met.

By Laws Committee – The By Laws Committee had not met.

Community Advocacy Committee – The Community Advocacy Committee had not met.

Human Resources Committee – The Human Resources Committee had not met.

Facilities Committee – The Facilities Committee had not met. Mr. Kight reported that a vendor had been chosen for the ECC HVAC. The cost will be about half of what was expected. The installation should be completed sooner than expected.

Other

Dr. Stokes said that it was important for the staff and everyone to know that the Board truly cares about this agency and wants the agency to move forward.

Strategic Plan – Ms. Coates asked about the progress of the strategic plan. Ms. DeVault said that a retreat is being scheduled to work on the strategic plan.

ACT – In lieu of starting another ACT program, Skill Building has been recruiting to fill positions.

Gail Slaughter
Recorder