

## COLONIAL BEHAVIORAL HEALTH BOARD MEETING

**DATE:** March 7, 2023

**PLACE:** Colonial Behavioral Health, 473 McLaws Circle, Williamsburg, VA 23185

**CALL TO ORDER:** 4:00 p.m.

### **BOARD MEMBERS PRESENT:**

Dr. Al Brassel- York County  
Ms. Sheri Newcomb – York County  
Ms. Hazel Braxton- Williamsburg  
Mr. Ryan Ashe- James City County  
Mr. Reynaldo Carpio- York County  
Mr. John Collins- York County  
Ms. Wendy Evans- Williamsburg  
Dr. Dawn Ide- Poquoson  
Ms. Denise Kirschbaum- James City County  
Mr. Steven Miller- York County  
Ms. Kristen Nelson- York County (Virtual)  
Ms. Erin Otis- James City County  
Col. Roy Witham – James City County

### **BOARD MEMBERS ABSENT:**

Ms. Crystal Howser – Poquoson  
Ms. Donyale Wells

### **STAFF PRESENT:**

Mr. David Coe  
Ms. Linda Butler  
Mr. Dan Longo  
Ms. Marsha Obremski  
Ms. Nancy Parsons  
Ms. Chaenn Thomas  
Ms. Ashleigh Cooke

### **GUESTS:**

Ms. Linda Rice- League of  
Women Voters

### **PUBLIC COMMENT:**

Linda Rice, Community Observer, League of Women Voters introduced herself.

### **CONSENT CALENDAR:**

The Consent Calendar was presented for approval of the following minutes:

- February 7, 2023 Board of Directors Meeting
- February 15, 2023 Public Awareness Committee Meeting
- February 21, 2023 Executive Committee Meeting
- February 21, 2023 Administration Committee Meeting
- February 22, 2023 Services & Evaluation Committee Meeting

Ms. Hazel Braxton motioned to approve all of the meeting minutes listed above as presented. The motion was seconded by Steven Miller and passed unanimously.

**ACTION ITEM(S):**

**Strategic Goals and Annual Work Plans**

- It was proposed that the agency do the following moving forward as it relates to strategic planning:
  1. Establish "rolling" 5-Year Goals for CBH, to be updated annually.
  2. Develop annual Action Plans to document and provide accountability for agency performance (one year at a time);
  3. That 5-Year Goals and annual Work Plans be established by the Board of Directors during the Annual Board Planning Meeting (held each summer).
- Discussion. Board members requested a survey of staff be done prior to the strategic planning process. They also would like to review previous strategic plan goals & objectives (met vs. unmet) prior to the Annual Board Planning meeting. Board members requested an Executive Summary to be included with the next plan.
- Dr. Brassel motioned that the Board approve the above process for establishing and updating Agency Strategic Goals and annual Work Plans, and that the practice of holding Annual Board Planning Meetings be reinstated in 2023. Mr. Ryan Ashe seconded the motion. All approved.

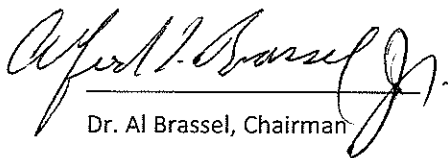
**EXECUTIVE DIRECTOR'S REPORT:**

The Executive Directors Report was provided in writing by Mr. David Coe and distributed to Board Members. Discussion. The following items were also presented in addition to written report:

- Ms. Nancy Parsons presented the financials as of 1/31/23. Discussion.
- Ms. Chaenn Thomas provided a recruitment update. Per Ms. Thomas, three additional vacancies had been filled since the date of her printed report.
- The Permanent Supportive Housing Proposal was approved.
- No updates from the state on the outcome of the CCBHC proposal as of yet; however, the grant year begins on March 15th, so a decision should be made by that date.

**ADJOURNMENT:**

Ms. Wendy Evans made a motion to adjourn, seconded by Mr. Ryan Ashe. The motion passed unanimously. The meeting adjourned at 4:40 p.m. The next meeting is scheduled for 4:00 p.m. on April 4th.

  
Dr. Al Brassel, Chairman

  
Hazel Braxton, Secretary