

## **COLONIAL BEHAVIORAL HEALTH BOARD MEETING**

**TIME:** 4:08 p.m.

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

**DATE:** November 4, 2018

### **BOARD MEMBERS PRESENT:**

Mr. John Kuplinski – James City County  
Dr. Alfred Brassel – York County  
Ms. Rebecca Vinroot – James City County  
Dr. Baljit Gill – York County  
Ms. Sue Mellen – James City County  
Ms. Sherri Newcomb – York County  
Mr. Talbot Vivian – York County  
Ms. June Hagee – James City County  
Mr. Bruce Keener – York County  
Ms. Kristin Nelson – York County  
Ms. Teresa Christin – James City County

### **STAFF PRESENT:**

Mr. David Coe  
Mr. Keith German  
Dr. Dan Longo  
Ms. Marsha Obremski  
Ms. Anita Michalec  
Ms. Kari Traver  
Ms. Nancy Shackleford  
Mr. Will Armstrong  
Ms. Cindy Levy  
Ms. Dawn Wilborn

### **BOARD MEMBERS ABSENT:**

Ms. Mary Diggs – Poquoson  
Ms. Cindy Spitzer – Poquoson  
Mr. Peter Walentisch - Williamsburg  
Ms. Hazel Braxton - Williamsburg

### **PUBLIC COMMENT:**

None.

### **EMPLOYEE RECOGNITION:**

The CBH Board of Directors recognized the following employees for their years of service and contributions to the agency:

Dawn Wilborn	- 20 years
Cindy Levy	- 30 years

Appreciation was extended to staff for their ongoing dedication, commitment to the clients and localities served.

### **CONSENT CALENDAR:**

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

1. Board of Directors Meeting of October 2, 2018
2. Administration Committee Meeting of October 16, 2018
3. Executive Committee Meeting of October 16, 2018
4. Public Awareness Committee Meeting of October 19, 2018

Dr. Brassel motioned to approve the items on the Consent Calendar as presented. Motion seconded and carried unanimously.

**EMERGENCY SERVICES PROGRAM: W. Armstrong**

Mr. Will Armstrong, Emergency Services Coordinator, presented a power point and information relating to CBH Emergency Services and the various facets of the program. Discussion.

**Action Item A-1** was presented for approval of the Christmas Eve Schedule for 2018, recommending CBH employees be granted Christmas Eve, December 24<sup>th</sup>, as an additional day off in recognition of all their efforts and hard work during the past year. Discussion.

Mr. Vivian motioned to approve the Christmas Eve Schedule for 2018 as presented. The motion was seconded and passed unanimously.

**CBH BYLAWS REVIEW: D. Coe**

Copies of the CBH Bylaws were distributed for review. Mr. Coe noted that the Bylaws are to be periodically reviewed and updated. Board members were requested to review the Bylaws and submit any questions, suggested edits, etc., to Anita Michalec by Monday, January 7<sup>th</sup>. This information will be reviewed by the Executive Committee at their January meeting, and then forwarded to the Board Attorney to draft a set of proposed revised Bylaws; if necessary. Once completed, the revised Bylaws will be presented to the full Board for consideration.

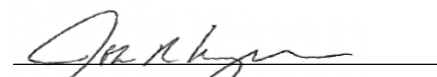
**EXECUTIVE DIRECTOR'S REPORT: D. Coe**

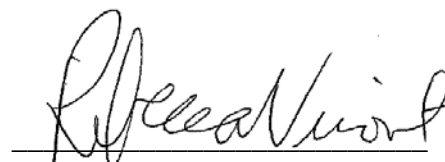
The Executive Directors Report was provided in writing and distributed to Board Members.

Mr. Coe stated that the Legislative Breakfast held in October was well received with positive feedback. There was representation from each of the legislative offices, as well as the four localities.

Mr. Coe presented information relating to a new proposal brought forward from DBHDS regarding a restructure in the CSB system. The restructure would involve the division of five regions into eight, and creating sub regions. The Commissioner would designate lead boards in the Regions and sub regions and disseminate monies to those Boards for distribution. Mr. Coe noted there was still much information to be obtained. Further details concerning the regionalization proposal will be provided as received. Discussion.

There being no further business to discuss, the meeting adjourned at 5:35 p.m.

  
John Kuplinski, Chair

  
Rebecca Vinroot, Secretary