

## COLONIAL BEHAVIORAL HEALTH BOARD MEETING

**DATE: June 6, 2023**

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

**CALL TO ORDER: 3:59 p.m.**

**BOARD MEMBERS PRESENT:**

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

**BOARD MEMBERS ABSENT:**

Dr. Dawn Ide-Poquoson  
 Ms. Donyale Wells- James City County

**PUBLIC COMMENT:**

None; no guests were in attendance.

**STAFF PRESENT:**

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

**GUESTS:**

None

**CONSENT CALENDAR:**

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

- April 26, 2023, Services & Evaluation Committee Meeting
- May 2, 2023 Board of Directors Meeting
- May 16, 2023 Executive Committee Meeting
- May 16, 2023, Administration Committee Meeting

Ms. Ryan Ashe motioned to approve all the meeting minutes listed above as presented. The motion was seconded by Mr. Ryan Ashe and passed unanimously.

**ANNOUNCEMENTS:**

- **Board Planning Day**
  - Full-day session has been set for August 25, 2023, at the Stryker Center, 412 North Boundary Street, Williamsburg, VA 23185. Details to follow throughout the summer.

**ACTION ITEM(S):****A1: FY 24-25 Performance Contract Approval.**

- The three-page summary of the Performance Contract provided by the Department of Behavioral Health and Developmental Services (DBHDS) was presented, along with highlighted revisions.
- Ms. Wendy Evans motioned that the FYs 2024-2025 Performance Contract between Colonial Behavioral Health and the Commonwealth of Virginia/DBHDS be approved. Ms. Ryan Ashe seconded the motion. The motion was unanimously approved.

**A2: Nominating Committee Proposed Slate of Officers**

- Ms. Wendy Evans presented the proposed slate of officers for Fiscal Year 2024:
  - **Chair:** Sheri Newcomb (YC)
  - **Vice-Chair:** Ryan Ashe (JCC)
  - **Secretary:** Hazel Braxton (WB)
  - **Treasurer:** John Collins (YC)
  - **Member at Large:** Erin Otis (JCC)
- Per Ms. Evans, Poquoson is not represented in the recommended slate.
- There was a motion from the Nominating Committee that the proposed Fiscal Year 2024 Slate of Officers be elected by the CBH Board of Directors; the motion was unanimously approved.

**A3: CBH Operations Continuation Plan- Summer 2023**

- The CBH Director provided the Board with an Operations Continuation Plan ahead of his scheduled international travel beginning July 14, 2023. The plan was presented and discussed. Mr. John Collins suggested a contingency plan beyond Summer 2023. The Board agreed they would look into that at a later time.
- Mr. Roy Witham motioned to approve the Summer 2023 Operations Continuation Plan for the period beginning Thursday, July 14, 2023, through Wednesday, August 2, 2023. The temporary authority granted under this Plan shall be limited to actions that must be addressed during that time period. Mr. John Collins seconded the motion. The motion was unanimously approved.

**A4: Termination of CBH COVID-19 Vaccine Mandate**

- Background information pertaining to the current COVID-19 Vaccine Mandate was reviewed, along with two options as to how we should proceed with the existing policy. Discussion.
- The Executive Committee motioned that the CBH Board Rescind the CBH COVID-19 Vaccination Policy immediately but continue to support COVID-10 mitigation effects in a manner consistent with endemic diseases, including compliance with local, state, and federal authorities. No second required; all approved.

**Ms. Hazel Braxton motion for closed session at 4:30 p.m., to discuss Mr. Coe's Annual Performance Evaluation. Ms. Denise Kirschbaum seconded the motion. All staff exited to meeting.**

**Closed session ended at 4:50 p.m. Mr. David Coe, Ms. Chaenn Thomas, and Ms. Ashleigh Cooke returned to the meeting.**

Mr. Ryan Ashe motioned that Mr. Coe's contract be extended. Ms. Hazel Braxton 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:

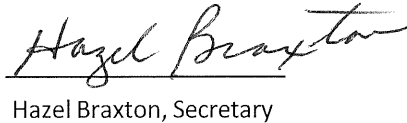
- Ms. Chaenn Thomas provided a written recruitment update.
- Mr. David Coe reported that the decision to sell the group home will only be made unless we cannot find other community use consistent with our mission.

**ADJOURNMENT:**

Ms. Hazel Braxton made a motion to adjourn, seconded by Ms. Denise Kirschbaum. The motion passed unanimously. The meeting adjourned at 5:17 p.m. The next meeting is scheduled for 2:00 p.m. on Friday, August 25<sup>th</sup>.



Dr. Al Brassel, Chairman



Hazel Braxton, Secretary