

COLONIAL BEHAVIORAL HEALTH BOARD MEETING

DATE: August 2, 2022

PLACE: Colonial Behavioral Health, 1657 Merrimac Trail, Williamsburg, VA 23185

CALL TO ORDER: 4:03 p.m.

BOARD MEMBERS PRESENT:

Dr. Alfred Brassel- York County
Ms. Sheri Newcomb – York County Mr.
Ryan Ashe- James City County Ms. Hazel
Braxton- Williamsburg
Mr. John Collins- York County
Mr. Reynaldo Carpio- York County Ms.
Wendy Evans- Williamsburg
Mr. Steven Miller- York County
Ms. Kristen Nelson – York County
Ms. Donyale Wells – James City County

BOARD MEMBERS ABSENT:

Ms. Crystal Howser – Poquoson
Ms. Sherry Wharton – Poquoson
Col. Roy Witham – James City County

STAFF PRESENT:

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

GUESTS:

Pat Evers- League of Women
Voters

PUBLIC COMMENT:

Pat Evers was introduced as an observer representing the League of Women Voters.
Dr. Brassel welcomed her to the meeting.

CONSENT CALENDAR:

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

- Services & Evaluation Committee Meeting of May 25, 2022
- Board Meeting of June 7, 2022
- Executive Committee Meeting of July 19 , 2022

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

The following items were moved from the consent calendar to the regular calendar:

1. Fiscal Year 2023 Performance Contract Amendment
2. Staff Retirement Resolutions

Action Items:

- **Action Item A-1- Fiscal Year 2023 Performance Contract Amendment:**

Board members inquired about the timeline for approval. CBH Board approval was needed in time to allow submission by 8/31, but being in the second year of the biennium, local government is not asked to approve the amendment. The FY 2024 contract (next year) will involve both CBH and the localities.

Board members requested that the finalized contract be distributed to them upon completion. I stated that we would be happy to do so.

Ryan Ashe made a motion to approve the FY 2023 Performance Contract Amendment, with a second by Hazel Braxton. The motion carried unanimously.

- **Action Item A-2- Staff Retirement Resolutions:**

Board members inquired about whether approval could be provided that would cover future retirements in a way not requiring the Board to consider each one individually. I directed members to the language of the suggested action, which would have that effect.

With the understanding that the motion could include future retirements as well, John Collins made a motion to approve the "Suggested Action" in the Board packet, with the motion seconded by Ryan Ashe.

Other Board Discussion:

- **September Board Meeting Date:**

Board consensus was to hold the meeting on 9/6 (no change).

- **Facility Tour Schedule:**

Schedule was discussed. No changes were made or suggested, but it was shared that Board members unable to attend any individual tour can contact Ashleigh to request a second opportunity.

Committee and Legislative Appointments:

Distributed and accepted with no discussion. Dr. Brassel asked members to stay and quickly convene committees at the conclusion of the full Board meeting to make initial arrangements around scheduling, etc.

Executive Director's Report:

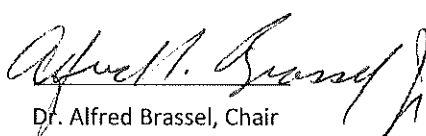
The Executive Directors Report was provided in writing and distributed to Board Members. Discussion.

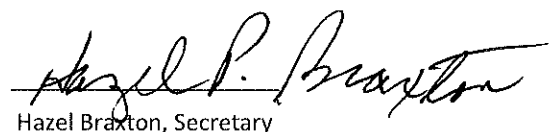
The following items were also presented in addition to written report:

- Shared new organizational chart with Board. Discussion was held around how new structure aids with project management. New structure to be implemented 9/6/22.
- Human Resources will provide a monthly Board update on CBH vacancies and recruitment efforts during the current workforce crisis.
- Shared that the Williamsburg Health Foundation gathered Virginia CSB financial information from 2016 and has offered to support CBH in advocacy efforts in those areas appropriate for the Foundation's mission. It is unclear how the work to date will support advocacy, but the ability to see the WHF as a potential advocacy partner is very encouraging. Rey Carpio asked to receive a copy of the Foundation's spreadsheet, and it was agreed it would be provided.
- The new 988 system was discussed. There are high hopes that crisis intervention for persons in distress can be improved and is off to a good start, but the system is not yet fully capable to meet all community needs due to current geo-location issues, etc.

Adjournment:

Steven Miller made a motion to adjourn, seconded by Ryan Ashe and John Collins. The motion passed unanimously. The meeting adjourned at 5:34 p.m. The next meeting is scheduled for 4:00 p.m. on September 6th.


Dr. Alfred Brassel, Chair


Hazel Braxton, Secretary

Colonial Behavioral Health Board of Directors Meeting

August 2, 2022, 4:00 P.M.

AGENDA

- I. Welcome and Call to Order
- II. Public Comment
- III. Consent Calendar:
 1. Please consider approval of the following meeting minutes:
 - a) May 25, 2022, Services and Evaluation Committee Meeting
 - b) June 7, 2022, Board of Directors Meeting
 - c) July 19, 2022, Executive Committee Meeting
 2. FY 2023 Performance Contract Amendment- *D. Coe*
 3. Staff Retirement Resolutions- *D. Coe*
- IV. Discussion:
 1. September Board Meeting Date- *D. Coe*
 2. Facility Tour Schedule- *D. Coe*
- V. Committee & Legislative Team Appointments
- VI. Executive Director's Report- *D. Coe*
- VII. Adjourn



Meeting Minutes

Minutes of: Services and Evaluation Committee Date: May 25, 2022

Present: Sheri Newcomb, Steven Miller, John Collins, David Coe, Dan Longo, Linda Butler, Marsha Obremski
Absent: Hazel Braxton

1. Welcome and Call to Order
The meeting was called to order at 4:07 p.m.
 2. 2022 Trauma Informed Agency Self- Assessment Action Plan
The committee reviewed the attached plan that was designed to address the areas identified from the agency self-assessment as gaps. Training will be tracked via the Relias training platform that the agency utilizing for all other trainings. The suggested trainings will be required annually for all staff.
 3. Utilization Data from FY'17 through FY'21
The committee reviewed a summary of utilization data from the agency's annual reports (attached). It was noted that the trends in decreases were primarily due to Emergency Services visits and ongoing Adult Outpatient staff vacancies which caused decreases in that area.
 4. Meeting Schedule
The committee will not be meeting in June and July. A brief meeting will be held in August when committee assignments are made for FY'23. Dates and times of meetings for the new fiscal year will be agreed upon at that time.
 5. Adjournment
The meeting was adjourned at 4:47 p.m.
-

Submitted by: Marsha Obremski

2022 Trauma Informed Agency Self-Assessment Action Plan

Areas Identified as Gaps

1. Staff *at all levels* need education and training on trauma

Plan: Set dates for introductory training for staff by CBH trainers. Record the training for residential overnight staff and other staff who may not be able to attend.

2. Staff supervision, support, and self-care

- Topics related to trauma and self-care are discussed in team meetings (vicarious trauma, burnout, stress-reducing strategies).
- All staff should have a regularly scheduled time for individual supervision. Individual supervision assists staff members in understanding their own stress reactions and how those reactions impact their work.
- The agency helps staff members debrief after a crisis.
 - ES is willing to provide crisis debriefing to staff when needed.

Plan: Create a banner to run every quarter on SharePoint that contains information/links to articles on self-care, stress management and burnout. This will begin in July.

3. Establishing a safe and supportive environment

- Educational materials on traumatic stress and resources/strategies for building resiliency are posted for staff and clients.

Plan: Look into posters to hang in staff areas (kitchenette and copy room). Stream information that is available through View Medica in the waiting rooms.

4. Cultural Competence (with a focus on trauma and equality)

- Include training on vulnerable populations including LGBTQ+.
- The agency should provide opportunities to get feedback from clients and staff regarding the environment, programs, procedures, etc.

Plan: The Diversity, Equity, and Inclusion (DEI) Grant we were awarded for FY'23 includes funding for an agency assessment. Utilize those results and recommendations to develop a plan for training and revision of program plans and policy and procedures. Revise client satisfaction surveys to obtain feedback and suggestions regarding our environment and policies and procedures to improve diversity, equity, and inclusion.

Annual Report Data		FY17	FY18
Individuals Served			
Child (0-17)		1003	932
Adult (18-59)		3205	3315
Gero (60+)		665	600
Total Unique:		4873	4847
Program Category			
Mental Health		2209	2413
Developmental Disabilities		227	240
Substance Use Disorders		632	660
Emergency & Ancillary Svs		3024	2725

FY19 FY20 FY21		
1002	886	746
2972	2708	2596
485	544	581
4459	4138	3923
2212	1986	1737
242	238	255
643	586	472
2426	2241	2224

FY17

Program Category	MH	ID	SUD	EAS*	Individuals Served	%
Assesment & Evaluation	0	0	0	770	770	15.80
Case Management	546	226	27	0	790	16.21
Consumer Monitoring	0	0	0	184	184	3.78
Consumer Run	0	0	0	21	21	0.43
Crisis Stabilization	24	0	0	0	24	0.49
Early Intervention	0	0	0	88	88	1.81
Emergency	0	0	0	2127	2127	43.65
Intensive Outpatient	0	0	154	0	154	3.16
Motivational Treatment	0	0	0	102	102	2.09
Outpatient	2091	0	608	0	2540	52.12
PACT/ICT	15	0	0	0	15	0.31
Rehabilitation	55	45	0	0	100	2.05
Supervised Residential	0	13	0	0	13	0.27
Supportive Residential	69	4	0	0	73	1.50
Total Unique:	2209	227	632	3024	4873	100.00

FY18

Program Category		MH	ID	SUD	EAS*	Individuals Served	%
	0	2	0	0	0	2	0.04
Assesment & Evaluation	0	0	0	0	652	652	13.45
Case Management	0	540	239	34	0	804	16.59
Consumer Monitoring	0	0	0	0	213	213	4.39
Crisis Stabilization	0	19	0	0	0	19	0.39
Early Intervention	0	6	0	0	57	62	1.28
Emergency	0	0	0	0	1963	1963	40.50
	0	1	0	0	0	1	0.02
Intensive Outpatient	0	0	0	132	0	132	2.72
	0	1	0	0	0	1	0.02
Medical Services	43	1645	0	0	0	1646	33.96
	0	0	0	26	0	26	0.54
Motivational Treatment	0	0	0	0	92	92	1.90
Outpatient	0	1464	0	638	0	2016	41.59
PACT/ICT	0	50	0	0	0	50	1.03
Rehabilitation	0	55	40	0	0	95	1.96
Supervised Residential	0	11	12	0	0	23	0.47
Supportive Residential	0	61	3	0	0	64	1.32
Total Unique:	43	2413	240	660	2725	4847	100.00

FY19

Program Category	MH	ID	SUD	EAS*	Individuals Served	%
Assesment & Evaluation	0	0	0	400	400	8.97
Case Management	543	241	30	0	804	18.03
Consumer Monitoring	0	0	0	249	249	5.58
Crisis Stabilization	5	0	0	0	5	0.11
Early Intervention	2	0	0	86	88	1.97
Emergency	0	0	0	1797	1797	40.30
Intensive Outpatient	0	0	131	0	131	2.94
Intensive Residential	3	0	0	0	3	0.07
Medical Services	1463	0	0	0	1463	32.81
Medication Assisted Treatment	0	0	45	0	45	1.01
Motivational Treatment	0	0	0	66	66	1.48
Outpatient	1272	0	614	0	1820	40.82
PACT/ICT	68	0	0	0	68	1.53
Rehabilitation	48	38	0	0	86	1.93
Supervised Residential	8	11	0	0	19	0.43
Supportive Residential	61	3	0	0	64	1.44
Total Unique:	2212	242	643	2426	4459	100.00

FY20

Program Category	MH	ID	SUD	EAS*	Individuals Served	%
Assesment & Evaluation	0	0	0	336	336	8.12
Case Management	538	237	28	0	797	19.26
Consumer Monitoring	0	0	0	307	307	7.42
Crisis Stabilization	4	0	0	0	4	0.10
Early Intervention	5	0	0	113	118	2.85
Emergency	0	0	0	1572	1572	37.99
Highly Intensive Residential	1	0	0	0	1	0.02
Intensive Outpatient	0	0	97	0	97	2.34
Intensive Residential	2	0	0	0	2	0.05
Medical Services	1126	0	0	0	1126	27.21
Medication Assisted Treatment	0	0	54	0	54	1.30
Motivational Treatment	0	0	0	27	27	0.65
Outpatient	1194	0	557	0	1710	41.32
PACT/ICT	81	0	0	0	81	1.96
Rehabilitation	47	40	0	0	87	2.10
Supervised Residential	5	12	0	0	17	0.41
Supportive Residential	52	3	0	0	55	1.33
Total Unique:	1986	238	586	2241	4138	100.00

FY21

Program Category	MH	DD	SUD	EAS*	Individuals Served	% of Individuals served per Category
Assesment & Evaluation	0	0	0	273	273	6.96
Case Management	518	253	0	0	778	19.83
Consumer Monitoring	0	277	0	0	277	7.06
Crisis Stabilization	4	0	0	0	4	0.10
Early Intervention	3	0	0	48	51	1.30
Emergency	0	0	0	1718	1718	43.79
Intensive Outpatient	0	0	93	0	93	2.37
Intensive Residential	1	0	0	0	1	0.03
Medical Services	1056	0	4	0	1059	26.99
Medication Assisted Treatment	0	0	36	0	36	0.92
Motivational Treatment	0	0	0	10	15	0.25
Outpatient	891	0	456	0	1325	33.78
PACT/ICT	72	0	0	0	72	1.84
Rehabilitation	39	37	0	0	76	1.95
Supervised Residential	9	11	0	0	20	0.51
Supportive Residential	45	1	0	0	46	1.17
Total Unique Individuals:	1737	552	472	2224	3923	

COLONIAL BEHAVIORAL HEALTH BOARD MEETING

TIME: 4:00 p.m.

PLACE: Colonial Behavioral Health, 1657 Merrimac Trail, Williamsburg, VA 23185

DATE: June 7, 2022

BOARD MEMBERS PRESENT:

Dr. Alfred Brassel - York County
Ms. Rebecca Vinroot – James City County
Ms. Sheri Newcomb – York County
Mr. Ryan Ashe – James City County
Ms. Hazel Braxton – Williamsburg
Mr. John Collins – York County
Ms. Wendy Evans – Williamsburg
Ms. Crystal Howser – Poquoson
Col. Roy Witham – James City County
Ms. June Hagee – James City County
Mr. Steven Miller – York County
Mr. Reynaldo Carpio – York County

STAFF PRESENT:

Mr. David Coe
Ms. Linda Butler
Mr. Keith German
Ms. Katie Leuci
Mr. Dan Longo
Ms. Chaenn Thomas
Ms. Leigh Carroll-Stump

BOARD MEMBERS ABSENT:

Ms. Kristen Nelson – York County
Ms. Donyale Wells – James City County
Ms. Sherry Wharton – Poquoson

GUESTS:

None

PUBLIC COMMENT:

None

CONSENT CALENDAR:

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

- Services & Evaluation Committee Meeting of April 27, 2022
- Board of Directors Meeting of May 3, 2022
- Executive Committee Meeting of May 17, 2022
- Administration Committee Meeting of May 17, 2022

The May 3 - Board of Directors Meeting minutes was amended to correct Board member attendance. Ms. Braxton motioned to approve items on the Consent Calendar as amended. Motion seconded and passed unanimously.

INTRODUCTION:

Mr. Coe introduced Col. Roy Witham and Reynaldo Carpio to Board members. Col. Witham was appointed to serve on the CBH Board of Directors as a representative for James City County and Mr. Carpio was appointed to serve on the CBH Board of Directors as a representative for the County of York.

ACTION ITEM A-1: was presented for approval of a resolution honoring Mr. Keith German, for his years of service and commitment to Colonial Behavioral Health.

ACTION ITEM A-2: was presented for approval of a resolution honoring Ms. Rebecca Vinroot, for her years of service and commitment to the Colonial Behavioral Health Board of Directors.

ACTION ITEM A-3: was presented for approval of a resolution honoring Ms. June Hagee, for her years of service and commitment to the Colonial Behavioral Health Board of Directors.

Ms. Howser motioned to approve the resolutions honoring Mr. German, Ms. Vinroot and Ms. Hagee for their years of service and commitment to Colonial Behavioral Health. The motion was seconded and passed unanimously.

ACTION ITEM A-4: was presented for approval of the Amended Bylaws. Discussion.

Ms. Howser motioned to approve the amended Bylaws. The motion was seconded and passed unanimously.

Ms. Vinroot motioned to extend the term limit of the Board Chair by one year for FY 2023. The motion was seconded and passed unanimously.

ACTION ITEM A-5: was presented for approval of the CBH Board Officer Elections for FY2023. Discussion.

PROPOSED SLATE OF OFFICERS:

Chair: Dr. Alfred Brassel, Jr. (YC)

Vice-Chair: Sheri Newcomb (YC)

Secretary – Hazel Braxton (WB)

Treasurer – Ryan Ashe (JCC)

Member-At-Large – John Collins (YC)

Ms. Evans motioned to accept the slate of officers as presented. The motion was seconded and passed unanimously.

ACTION ITEM A-6: was present for approval of the CBH Fiscal Year 2023 Budget. The FY2023 Budget was reviewed and discussed.

Mr. Collins motioned to approve the Fiscal Year 2023 Budget. The motion was seconded and passed unanimously.

OTHER BOARD DISCUSSION: Mr. Coe opened discussion regarding the Summer/Fall 2022 Meeting Schedule. The Board agreed that there would be no meeting in July and that they will meet on August 2, 2022. It is expected that committees and legislative teams can be set at that time, and that the FY 2023 DBHDS Performance Contract will need to be approved.

EXECUTIVE DIRECTOR'S REPORT:

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

In addition to the submitted written report, Mr. Coe shared updates regarding funding for the Crisis Expansion proposal, funding received from DBHDS to support Enhanced Adolescent-Focused Strategies for SUD Intervention, and the recently approved state budget.

Ms. Katie Leuci was introduced to the Board as CBH's new Director of Information Services.

CLOSED SESSION:

Dr. Brassel motioned that a closed meeting of the CBH Board of Directors be held as permitted under the Code of Virginia Section 2.2-3711 to discuss the following matter:

1. The annual performance evaluation of, and the Board's annual contract with, the CBH Executive Director.

The motion was seconded by Ms. Braxton.

At 5:25 p.m., the Board entered Closed Session.

At 5:35 p.m., the Board reconvened into Open Session.

Individual Board members certified by roll call that only the annual performance evaluation of, and the Board's annual contract with, the CBH Executive Director was discussed.

CERTIFICATION OF CLOSED MEETING:

WHEREAS, the CBH Board of Directors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and WHEREAS, Section 2.2-37.12 of the Code of Virginia requires a certification by the Committee that such meeting was conducted in conformity with Virginia Law.

NOW, THEREFORE, BE IT RESOLVED that the CBH Board of Directors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the CBH Board of Directors.

Mr. Collins motioned that the Executive Director's contract be extended for another year through Fiscal Year 2023. The motioned was seconded and passed unanimously.

There being no further business to discuss, the meeting adjourned at 5:38 p.m.

Dr. Alfred Brassel, Chair

Sheri Newcomb, Secretary



Meeting Minutes

Minutes of : Executive Committee Date: July 19, 2022

Present: Ryan Ashe, Dr. Alfred Brassel, Jr., Hazel Braxton, David Coe, Ashleigh Cooke, And Chaenn

Thomas Absent: John Collins, Keith German, And Sheri Newcomb

1. Call to Order
 - The meeting was called to order at 4:00 p.m. by Dr. Alfred Brassel, Jr.
 2. Old Business
 - 988 Discussion
 3. New Business
 - a. Mr. Coe reported that we had received two new Board Appointments from James City County; Denise Kirschbaum and Erin Otis will be joining the CBH Board.
 - b. August Resolutions- David proposed that any employee who retires with at least 10 years of service be honored with a Board resolution. He would also like to go back and honor those who have retired within the last ten years.
 - c. Ashleigh Cooke shared information regarding the facility tour schedule for the Board of Directors. Transportation still needs to be coordinated for some of the tours and addresses of facilities will be provided on the updated information sheet that will be distributed at the August Board meeting.
 - d. Advocacy Opportunities:
 1. Mr. Coe will be a guest on FM 93.5 on 7/27; he will be participating in a 4–5-minute interview about the services offered at CBH.
 2. Williamsburg Health Foundation completed profiles on CSBs throughout the state. Based on the information gathered, they are willing to partner with us if we can find helpful ways for them to advocate for us.
 3. Mr. Coe will be presenting on 7/26 to the Deeds Commission in Richmond, representing small, urban, CSBs; this event will be live streamed.
 4. Susan Massart, of the House Appropriations Committee will be meeting with Mr. Coe on August 9th; Amy Cochran, a newly hired legislative staff member will accompany her; Mr. Coe will orient them both to CSB culture and processes.
 4. Conclusions, Recommendations, Actions
 - a. Mr. Coe recommended that we honor retirees who have served ten years or more, retiring in the last five years, by completing resolutions for them. Dr. Brassel asked that the list of names be added to the consent agenda for the August Board meeting.
 5. Adjournment

The meeting was adjourned by Dr. Alfred Brassel, Jr. at 4:45 p.m.
-

Submitted by: Ashleigh Cooke

Next Meeting

Date: August 16, 2022

Time: 4:00 p.m.

Location: 473 McLaws Circle, Williamsburg, VA 23185

FY 2023 Performance Contract Amendment

Background:

The Commonwealth requires the execution of a Performance Contract as the standardized vehicle through which all state and federal funding is provided to CSBs. It aligns with our Operating Budget, and outlines service delivery/output expectations as well as CSB reporting requirements. Without an approved and executed Performance Contract, the Commonwealth of Virginia does not have a legal way to provide funding to CSBs, including CBH. This contract covers the fiscal years beginning July 1, 2021 and ending June 30, 2023.

A VACSB Committee negotiates changes in the Contract each year prior to dissemination. Individual CSBs have not been granted the right to negotiate terms unilaterally; therefore, approval of the Contract is required to maintain operations in the future. Failure to do essentially closes the doors of the CSB.

The Performance Contract must be approved by local governments every biennium. This year will mark the second year of that cycle, when the Contract is merely amended; therefore, this Contract revision does not require local government approval. In the first year of each biennium, contracts not approved by local governments by September 1 are still be deemed to be approved by the Commonwealth of Virginia.

The approved FY 2023 CBH Budget serves as the financial basis for this 191-page contract. The revised terms of the Contract have been negotiated at the statewide level and are ready for approval.

Revisions to this Contract primarily consist of:

- Change in distribution method for Federal funds to a reimbursement model rather than historical up-front distribution. This is a response to material weaknesses found in how DBHDS manages federal funds in their most recent audit (and easily the most substantial change within the document);
- New language added to address Gambling prevention funding;
- Changes to state hospital discharge protocols related to release of persons hospitalized due to a Not Guilty by Reason of Insanity (NGRI) status; and
- Changes to administrative and quality processes mandated by Virginia's DOJ Settlement Agreement related to DD services.

Recommended Motion:

That the amendments to the FYs 2022-2023 Performance Contract between Colonial Behavioral Health and the Commonwealth of Virginia/DBHDS be approved.

Staff Retirement Resolutions

Background

The CBH Board issued its first honoring resolutions to retiring staff in 2009 upon the retirement of two (2) longstanding Director-level staff. No other staff resolutions were presented for consideration prior to the retirement of Nancy Shackleford in 2021. Since that time, all CBH Leadership-level retirements have been honored in this way (with tenures ranging from 27-45 years).

This practice has omitted a significant number of staff who faithfully committed themselves to service at CBH for many years, with those contributions being worthy of recognition.

It is proposed that staff members who retired from CBH with at least 10 years of continuous service be recognized in like manner, with this action being retroactive for a period of five (5) years. It is further proposed that future retirees with at least 10 years of continuous service be recognized upon the occasion of their retirement.

This recommendation from the Executive Committee is presented to the Board for consideration and adoption.

Suggested Action

That the CBH Board of Directors approve the issuance of resolutions honoring the service of the listed CBH retirees with a minimum of ten (10) years continuous service, with the expectation that future CBH retirees meeting this standard be recognized in the same manner.

Staff Member	CBH Work Area	Retirement Date	Years of Service
Harald Aschman	People's Place	7/2018	17
Debra Coleman	Children's Services	7/2018	28
Connie Carter	Health Info Mgmt.	11/2018	17
Sandra Sperring	Fiscal Services	4/2019	10
Mary Cordaro	General Services	5/2019	11
Alejandra Lee	MH Skill-Building	1/2020	19
Anita Lockley	Central Access	3/2020	31
Sherella Hargrove	DD Day Services	5/2020	24
Cynthia Levy	Adult Outpatient	7/2020	31
Wanda Peake	Admin. Support	12/2020	33
Claudia Beckerle	DD Residential	3/2021	31
Michelle Green	Emergency Services	6/2021	40
Barbara Wardach	DD Case Mgmt.	11/2021	10
Janet Mejias	DD Day Services	12/2021	21
Robin Wyatt	General Services	1/2022	33

MEMO

To: CBH Board Members

CC: David Coe

From: Ashleigh Cooke, Executive Administrative Assistant

Date: August 2, 2022

RE: Facility Tours

To better acquaint you all with the programs and services we provide here at Colonial Behavioral Health, we would like to extend an invitation for you to participate in group tours of our facilities. The directors and staff are excited to host the CBH Board at their respective sites over the next few months, where you will be able to meet some of our amazing staff and hear about the great work we are doing for consumers and families in our community.

An outline of the facility tour schedule has been provided below and a printable flyer is also attached:

- Monday, August 22nd at 4:00 p.m.- Children's Services
- Tuesday, August 30th at 3:30 p.m.- Merrimac Campus
- Wednesday, September 28th at 3:30 p.m.- Vacant Group Home
- Tuesday, October 11th at 4:00 p.m.- York/Poquoson Office
- Wednesday, October 26th at 3:30 p.m.- People's Place

Please note that carpool transportation will be provided for the tour of the Vacant Group Home, as parking in the neighborhood is limited. If you plan on attending this tour, please let me know by September 14th, so that we can ensure we have adequate transportation for everyone. The group will meet in the Ollie's parking lot at 3:00 p.m. and will go over together in CBH vehicles.

Additionally, transportation will also be available for the tour of the York/Poquoson office. If you wish to utilize available transportation, please notify me no later than September 27th.

We have tried our best to accommodate everyone's busy schedules but understand that these dates will not work for everyone. Currently, these are the only available tour dates for each facility. If you can join us on any of these dates, please let me know of your planned attendance within two weeks of the respective tour date. If you have any questions or concerns, please contact me at 757-253-4061, ext. 404.



Colonial
Behavioral Health

SERVING JAMES CITY COUNTY,
CITY OF POQUOSON,
CITY OF WILLIAMSBURG
AND YORK COUNTY



FACILITY TOUR SCHEDULE

Children's Services

921 Capitol Landing Rd, Williamsburg, VA 23185

Monday, August 22nd at 4:00 p.m.

Merrimac Campus

1651 Merrimac Trail, Williamsburg, VA 23185

Tuesday, August 30th at 3:30 p.m.

Group Home

412 Caroline Circle, Williamsburg, VA 23185

Wednesday, September 28th at 3:30 p.m.

York/Poquoson Office

3804 George Washington Memorial Hwy, Yorktown, VA 23690

Tuesday, October 11th at 3:30 p.m.

People's Place

111 Warwick Court, Williamsburg, VA 23185

Wednesday, October 26th at 3:30 p.m.

**CBH Legislative Team Appointments
Fiscal Year 2023**

CBH Board Chair Al Brassel has made the following appointments to our Legislative Teams for FY 2023:

Senator Tommy Norment	Senator Monty Mason	Delegate Amanda Batten	Delegate A.C. Cordoza	Delegate Michael Mullin
Kristen Nelson	Al Brassel	Sheri Newcomb	John Collins	Wendy Evans
Steven Miller	Hazel Braxton	Donyale Wells	Shery Wharton	Crystal Howser
Rey Carpio	Ryan Ashe	Denise Kirschbaum	Erin Otis	Roy Witham

It is recognized that not everyone was to be appointed to their “first choice.” However, your willingness to serve in the capacity to which you have been appointed is very much appreciated.

The CBH Executive Director will work with the Board to provide education and background materials to support your work with these legislators.

**CBH Board Committee Appointments
Fiscal Year 2023**

CBH Board Chair Al Brassel has made the following appointments to Board Committees for FY 2023:

Executive Committee	Administration Committee	Services & Evaluation Committee	Public Awareness Committee
Al Brassel, MD	Al Brassel, MD	John Collins	Kristen Nelson
Sheri Newcomb	Sheri Newcomb	Steven Miller	Donyale Wells
Ryan Ashe	Wendy Evans	Roy Witham	Rey Carpio
Hazel Braxton	Hazel Braxton	Crystal Howser	Sherry Wharton
John Collins	Ryan Ashe	Denise Kirschbaum	Erin Otis

It is recognized that not everyone was to be appointed to their “first choice.” However, your willingness to serve in the capacity to which you have been appointed is very much appreciated.

Each Committee is supported throughout the year by designated CBH staff members. Committees also elect their own Chairpersons and establish their own work plans and meeting schedules. Schedules are posted in the Board of Directors section of the CBH website.

Rules concerning remote participation, public notice, etc., apply to Committee meetings as they do to meetings of the full Board of Directors.

COLONIAL BEHAVIORAL HEALTH
Executive Director's Report – August 2022

Agency Issues

1. Keith German's tenure as CBH Director of Administrative Services ended on August 1st with his well-deserved retirement. We are recruiting for a Director of Finance to fill that vacancy.
2. We will be reviewed by CARF (Council for Accreditation of Rehabilitation Facilities) in September. Our SUD Intensive Outpatient Program (IOP) is CARF-accredited, with renewals required every 3 years.
3. The temporary consolidation of our DD group home population took place in mid-May with the hope that staff shortages can be addressed sufficiently to resume operations in all 3 locations. Staff shortages have not improved in that area, and we continue to lose more staff than we can replace.
4. CBH was initially invited to develop a proposal for a significant expansion of our Crisis Services continuum. This proposal would create a Crisis Receiving Center, 23-hour crisis stabilization beds and lay the foundation for a Mobile Crisis Team. We are in the process of developing an initial proposal. DBHDS has since stated that they do not have funding at this time for this plan, but we contend that it is worthy of advocacy on our part for the 2023 General Assembly session.

Community Issues

1. The Williamsburg Health Foundation has provided a planning grant to the Community Access Network (CAN - Lynchburg VA) to determine if their community model is workable locally. Two meetings have been held with CAN Director Christina Delzingado, and I am pleased to report that CBH should be able to work with CAN to develop integrated healthcare in the Williamsburg area.
2. While we are still excited about the reports of progress related to the Eastern State surplus property, there are no updates yet available.
3. We hope to harness some recent community energy to advocate for the creation of a local behavioral health court docket. We have periodically approached this issue with no success in the past but welcome a broader grassroots approach to the issue now.
4. We are proceeding to plan for our 50th Anniversary Celebration for December 6th this year.

Regional Issues

1. ESH is currently seeking a new Facility Director. I was able to participate on the interview panel for selecting a new Director. As of the date of this report, no hire has been announced.
2. It became necessary for CBH to contract with someone in our area to facilitate the Marcus Alert planning process. We still need a willing person to provide this service for our community.

Public Policy

1. I was honored to represent small urban CSBs on August 26th in front of the Virginia Behavioral Health Commission (formerly known as the Deeds Commission) to discuss Virginia's implementation of STEP VA.
2. I am also honored to be selected to provide an overview of CSB systems and challenges to staff of the Virginia House Appropriations Committee (HAC) on August 9th. HAC staff will come to Williamsburg for this meeting.

Respectfully submitted,
David A. Coe