

**COLONIAL BEHAVIORAL HEALTH
BOARD MEETING**

DATE: January 9, 2024

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

CALL TO ORDER: 4:00 p.m.

BOARD MEMBERS PRESENT:

Mr. Ryan Ashe – James City County
Mr. John Collins – York County
Ms. Erin Otis – James City County
Ms. Wendy Evans – Williamsburg (4:08 p.m.)
Dr. Dawn Ide - Poquoson
Ms. Denise Kirschbaum – James City County
Dr. Al Brassel – York County
Ms. Sheri Newcomb – York County
Dr. John Shaner – Poquoson (4:08 p.m.)
Ms. Donyale Wells – James City County
Mr. Roy Witham – James City County
Mr. Reynaldo Carpio – York County
Mr. Steve Miller – York County
Ms. Kristen Nelson – York County

STAFF PRESENT:

David Coe, Linda Butler, Kyra Cook, Katie Leuci, Chaenn Thomas, Marsha Obremski, Nancy Parsons, Dan Longo

GUESTS:

Pat Evers, League of Women Voters

PUBLIC COMMENT:

Pat Evers commented that the League of Women Voters is monitoring activity at the General Assembly regarding behavioral health.

CONSENT CALENDAR:

The consent calendar was presented for approval of the following meeting minutes and actions:

- November 7, 2023, Board of Directors Meeting
- November 21, 2023, Administration Committee Meeting
- November 21, 2023, Executive Committee Meeting
- December 5, 2023, Board of Directors Meeting
- December 19, 2023, Administration Committee Meeting
- December 19, 2023, Executive Committee Meeting
- FY 24 Budget Revision – 12/5 Board Action Affirmation
- Personnel Policy Revision – 12/5 Board Action Affirmation

Al Brassell made a motion to accept the consent agenda as presented. John Collins seconded the motion, and it passed unanimously.

ACTION ITEMS:

CBH Mission, Vision, Values: Kyra Cook presented staff recommendations for updated vision and mission statements in addition to organizational values including board input from the December meeting. Al Brassell made a motion to adopt the mission, visions and values as presented. Steve Miller seconded the motion, and it passed unanimously.

INFORMATION/D. USSION ITEMS:

Strategic Plan Review of Proposed Goals: Kyra reviewed staff's proposed goals, which keep the same framework as the current plan. Board members ask for clarification regarding the "funding" goal and requested that the word be updated to "resources."

CBH Bylaws Review: David shared the current Bylaws and stated that staff, the Administrative and Executive Committees, the Board, and the legal team are reviewing bylaws to update and prepare for CCBHC status. Sheri asked board members to please review the Bylaws and send comments to David or Sheri by February 6th. Bylaws updates will go through committees and come back to the board for review and adoption in June.

EXECUTIVE DIRECTOR'S REPORT:

David Coe gave an update on General Assembly activity thus far and noted that CBH is one of eight CSBs to get a CRC grant. He is still waiting to hear more from the State. The Governor's budget is essentially a continuation of the current budget and includes a 1% raise in July and a December bonus.

CLOSED SESSION:

At 4:28 John Collins made the following motion: I move that a closed meeting of the Board be held as permitted under Section 2.2-3711.A.3 of the Code of Virginia to discuss the acquisition of real property for the purpose of expanding CBH crisis services and construction of a new facility to consolidate operations. Steve Miller seconded the motion which passed unanimously.

At 5:15 the Board came out of closed session. John Collins made a motion to certify closed session, which was seconded by Roy Witham. The vote was taken by roll call and passed unanimously.

In open session, Steve Miller made a motion that the Executive Director continue the work currently underway regarding acquisition of the Eastern State Hospital surplus property parcel(s) designated by the Commonwealth of Virginia for location of Colonial Behavioral Health's new campus, including the expansion of CBH's crisis service continuum. Al Brassell seconded the mission and it passed unanimously.

ADJOURNMENT:

Upon a motion by Steve Miller and a second by John Shaner, the meeting was adjourned at 5:17 p.m.



Sheri Newcomb, Chair



Hazel Braxton, Secretary

AGENDA
COLONIAL BEHAVIORAL HEALTH
BOARD MEETING
JANUARY 9, 2024
4:00 PM

- **Welcome and Call to Order**
- **Roll Call**
- **Public Comment**
- **Consent Calendar**
 - Approval of the following meeting minutes:
 - November 7, 2023 Board of Directors Meeting
 - November 21, 2023 Administration Committee Meeting
 - November 21, 2023 Executive Committee Meeting
 - December 5, 2023 Board of Directors Meeting
 - December 19, 2023 Administration Committee Meeting
 - December 19, 2023 Executive Committee Meeting
 - FY 24 Budget Revision – 12/5 Board Action Affirmation
 - Personnel Policy Revision – 12/5 Board Action Affirmation
- **Action Items**
 - A-1 – Strategic Plan – Mission, Vision and Values – *K. Cook*
- **Information/Discussion Items**
 - Strategic Plan Review of Proposed Goals – *K. Cook*
 - CBH Bylaws Review – *S. Newcomb/D. Coe*
- **Executive Director's Report** - *D. Coe*
- **CLOSED SESSION**
- **Adjournment**

Next Meeting – Tuesday, February 6, 2024
473 McLaws Circle, Williamsburg
4:00 PM

CBH Strategic Plan Development
Adoption of Mission, Vision and Values Statements

Background:

Colonial Behavioral Health began work on a new Strategic Plan during our August planning session. Since that time, we have focused on plan development timelines and drafting new foundational statements prior to undertaking the drafting goals, objectives and strategies.

The attached Mission, Vision and Value statements were reviewed by the Board during the November 7th meeting. Subsequently, they were approved by the Board's Executive Committee, and are presented by the Committee to the Board for final approval.

Motion from Executive Committee:

That the proposed Mission, Vision and Values statements be approved and incorporated into the CBH Strategic Plan currently under development.

CBH Strategic Plan Goal Overview

Goal Type	Current	Staff Recommendation
Operations	Ensure agency sustainability through business operation reflective of a changing healthcare landscape.	Ensure agency sustainability through business operations reflective of changing healthcare and workforce landscapes.
Services	Reinvent and realign service delivery to match the evolving landscape, consumer expectations, and community need.	Adjust service delivery to match the evolving landscape, consumer expectations, and community needs.
Infrastructure	Develop and execute a long-term facility, technology, and infrastructure plan to support the next generation of service delivery.	Develop and execute a long-term facility, technology, and infrastructure plan to support and enhance services.
Funding	Ensure agency sustainability through development of a long-term resource development plan.	Ensure agency sustainability by creating and implementing a long-term resource development plan.

Goal Markup – Operations

Current Goal:

Ensure agency sustainability through business operation reflective of a changing healthcare landscape.

Board member comments from retreat:

1. *Although I like that we have strategic priority, do we have a list of our values. We are an organization that focuses on people and our vision, mission, and strategic priority does not convey as such.*
2. *Add HR component to goals.*
3. *Very important to keep up with changing landscape. Recruit / staffing a critical point.*
4. None.
5. *A focus should be staff recruitment and retention.*
6. None.
7. *Good. Like wording.*
8. None.
9. None.
10. None.

Key for above comments:

- Green – edits by addition/alteration
- Red – edits by deletion
- *Italics* - board member commentary

Staff suggestion for new CBH Operations Goal:

Ensure agency sustainability through business operation reflective of a changing healthcare and workforce landscapes.

Goal Markup – Services

Current Goal:

Reinvent and realign service delivery to match the evolving landscape, consumer expectations, and community need.

Board member comments from retreat:

1. None.
2. None.
3. *CBH is good at adjusting.*
4. None.
5. *Add language about providing services in the community (mobile crisis).*
6. *Mobile services.*
7. None.
8. Reinvent and realign service delivery to match the evolving **social** landscape, consumer expectations, and community needs.
9. None.
10. *This will always be a living document. There will always be changes.*

Key for above comments:

- **Green** – edits by addition/alteration
- **Red** – edits by deletion
- *Italics* - board member commentary

Staff suggestion for new CBH Services Goal:

Adjust service delivery to match the evolving landscape, consumer expectations, and community needs.

Goal Markup – Infrastructure

Current Goal:

Develop and execute a long-term facility, technology, and infrastructure plan to support the next generation of service delivery.

Board member comments from retreat:

1. None.
2. None.
3. *Important for ESH project.*
4. None.
5. None.
6. *Good.*
7. None.
8. Develop and execute a long-term plan for CBH facility, technology, and infrastructure to best support and enable its service delivery.
9. None.
10. None.

Key for above comments:

- Green – edits by addition/alteration
- Red – edits by deletion
- *Italics* - board member commentary

Staff suggestion for new CBH Infrastructure Goal:

Develop and execute a long-term facility, technology, and infrastructure plan to support and enhance services.

Goal Markup – Funding

Current Goal:

Ensure agency sustainability through development of a long-term resource development plan.

Board member comments from retreat:

1. None.
2. None.
3. *Thinking long term.*
4. None.
5. None.
6. None.
7. None.
8. None.
9. None.
10. *You always need to keep in mind of funding. Funding will always forge our capabilities.*

Key for above comments:

- Green – edits by addition/alteration
- Red – edits by deletion
- *Italics - board member commentary*

Staff suggestion for new CBH Funding Goal:

Ensure agency sustainability by creating and implementing a long-term resource development plan.

FY25-FY26 Biennium State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT
		CSB COMPENSATION				
469.S.1.d	Central Appropriations	1% salary increase for CSB employees effective 7/1/2024	Included			
469.W.1.d	Central Appropriations	1% bonus payment for CSB employees effective 12/1/2024	Included			
297.RR	Grants to Localities	Annualizes increased funding for CSB compensation from FY24	36.0 FY25 36.0 FY26			
		STATE SYSTEM				
		NONE				
		DEVELOPMENTAL SERVICES				
288.L.4.a	DMAS	Increase Community Living (CL) waiver slots by 172 in FY 2025 and an additional 172 in FY 2026.	29.3 GF 30.6 NGF			
288.L.4.b	DMAS	Increase the FIS waiver by 1,548 slots in July	120.9 GF 125.9 NGF			
	DBHDS	Funding for 8 new positions at Central Office to assist in meeting terms of the DOJ Settlement Agreement	0.98 GF 0.98 NGF			
		BEHAVIORAL HEALTH				
295.FF.1	DBHDS	Provides for ongoing funding of school-based MH pilot from the 2023 GA session. Funding is \$15M for each year.	15.0 GF			
295.FF.2	DBHDS	Conduct statewide evaluation of school-based MH services. Report due 6/1/2025.	0.5 FY25			
296.S	DBHDS	Support for additional expansion of CRCs, CSUs, pharmacy improvements and other initiatives.	33.0 FY25 2.6 FY26			
296.U	DBHDS	One-time costs of establishing additional mobile crisis teams	10.0 FY25			
295.AA	DBHDS	Funds for a contract to pay costs of supervisory hours needed for LPC or LCSW licensure	0.6 FY25 0.6 FY26			
295.JJ	DBHDS	One-time funds to support establishment of Comprehensive Psychiatric Emergency Programs (CPEPs)	10.0 FY25			
	DBHDS	Initiatives for expanding MH workforce (evaluation of licensing process, fund a workforce training director, and scholarships for MH technicians)	0.6 FY25 0.65 FY26			

Funds are shown in millions.

FY25-FY26 Biennium State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT
	DBHDS	Additional funding for problem gambling treatment programs	0.3 FY25 0.3 FY26			
297.KK.2 297.KK.3 297.KK.4	Grants to Localities	Annualizes increased funding to CSBs for first three "steps" of STEP-VA (SDA, OP and Primary Care Monitoring/Screening)	8.7 FY25 8.7 FY26			
297.NN	Grants to Localities	Supports existing and expanding specialty court dockets	0.7 FY25 0.7 FY26			
297.Y.1	Grants to Localities	Annualizes increased funding for Permanent Supportive Housing (PSH) from FY24	30.0 FY25 30.0 FY26			
297.H.1	Grants to Localities	Increases funding for Part C Early Intervention Programs (for our area, this is CDR)	2.6 FY25 2.6 FY26			
		RELATED SERVICES AND ITEMS OF INTEREST				
295.Q	DBHDS	ESH campus language related to CBH maintained.	Included			
295.V	DBHDS	ESH campus language related to Hope Family Village maintained.	Included			

Funds are shown as millions.

Agency Issues

1. We have not received official written notice of our award of a Crisis Receiving Center (CRC), but the Governor's press release of 12/8/23 (attached) served that purpose. We are currently meeting with state officials about the location and funding required for this effort – but we will be pleased to develop a CRC during 2024.
2. Conversations are underway with the Virginia Peninsula Community College regarding the creation of programs to support credential-based training for key human service positions. This is being initiated as a partnership between VPCC, CBH and Eastern State Hospital. Expansion to include additional partners is likely.
3. As of 12/19/2023, CBH has 6 new hires, each scheduled to begin employment 1/8/2024. This brings our active recruitment to 18 “regular” positions (17 full-time) and 5 PRN/WAR positions. The highest vacancy rate remains our licensed Outpatient staff.

Community Issues

1. Our grant proposal to Bank of America for the provision of integrated healthcare in partnership with Olde Towne Medical & Dental Center was successful, with notice of a \$100,000 award. This funding allows an opportunity for “proof of concept” of the integrated care model in real time.
2. The proposed ESH surplus property developer has submitted their zoning request for the remaining parcels of land for sale. We have been in communication with both the developer and with James City County officials regarding a very “fluid” process.
3. Our Space Needs Analysis continues with building tours and a lengthy series of staff interviews completed in mid-December. The Governor's announcement regarding our CRC award was timely in that it has allowed for the inclusion of this programming to become a definitive part of our current and future space needs planning. It is anticipated that this process will be completed, and results provided in Spring 2024.

Regional Issues

1. We are currently in discussions that will likely lead to CBH assuming the lead of a subregional mobile crisis team effort. We expect more details regarding possible developments to become available soon, most likely in mid-January.
2. We continue to await budget approval from DBHDS only regarding the level and use of funds to expand Permanent Supportive Housing (PSH) slots from 25 to 34. The expansion of slots was initiated at DBHDS' request, so we do not expect difficulty in that area.

Public Policy

1. We should expect a large number and variety of proposed legislation in the upcoming General Assembly session due to the number of new legislators in both GA chambers.
2. The Governor released his proposed FY 2025-2026 biennial budget on December 20th. A summary of relevant items is attached to this report.

Respectfully submitted,
David A. Coe