

**COLONIAL BEHAVIORAL HEALTH
BOARD MEETING**

DATE: June 4, 2024

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

WELCOME AND CALL TO ORDER: 4:00pm

BOARD MEMBERS PRESENT:

Dr. Al Brassel – York County
Ms. Denise Kirchbaum – James City County
Ms. Donyale Wells – James City County
Ms. Erin Otis – James City County
Ms. Hazel Braxton – Williamsburg
Mr. John Collins – York County
Dr. John Shaner – City of Poquoson
Mr. Reynaldo Carpio – York County
Mr. Ryan Ashe – James City County
Ms. Sheri Newcomb – York County
Ms. Wendy Evans – Williamsburg

BOARD MEMBERS ABSENT:

Dr. Dawn Ide – City of Poquoson
Ms. Kristen Nelson – York County
Mr. Roy Witham – James City County
Mr. Steven Miller – York County

CBH STAFF PRESENT:

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

GUESTS: None

PUBLIC COMMENT: None

CONSENT CALENDAR:

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

- May 7, 2024, Board of Directors Meeting
- May 21, 2024, Executive Committee Meeting
- May 21, 2024, Administration Committee Meeting
- May 22, 2024, Services and Evaluation Committee Meeting

Wendy Evans proposed an update to the Administration Committee Meeting minutes (FY25 CBH Proposed Budget, page 1: "CBH is proposing a 4% salary increase for all employees on board by 3/31/2024 → anticipating a 12% in health insurance (10% will be absorbed by county CBH, 2% will be absorbed by staff members).

Dr. John Shaner made a motion to accept the consent agenda as presented (with update made to the

Administration Committee Meeting Minutes). Hazel Braxton seconded the motion, and it passed unanimously.

HONORING RESOLUTIONS – OUTGOING BOARD MEMBERS

June 30, 2024, will mark the end of board membership for the following members: Sheri Newcomb (York County), Reynaldo “Rey” Carpio (York County), Dr. Al Brassel (York County) and Hazel Braxton (Williamsburg). Both Hazel Braxton and Dr. Al Brassel have served the maximum allowable terms on the CBH board.

Wendy Evans made a motion to accept the board resolutions as presented and reviewed. Denise Kirschbaum seconded the motion, and it passed unanimously.

David Coe presented the framed board resolution to each board member and thanked them for the dedication and time to our board. Hazel Braxton and Dr. Al Brassel also received a piece of artwork from People’s Place to show our gratitude to their time served.

INFORMATION ITEMS

Space Needs Analysis Report

A report draft is being reviewed by CBH staff. CBH plans to distribute copies of the Space Needs Analysis at our Board Planning Day on July 26, 2024 – this will be one of the agenda topics. The urgent timeline for new campus buildings has relaxed some due to the crisis center becoming priority.

Annual Board Planning Day

CBH’s Annual Board Planning Day will take place on Friday, July 26, 2024. This meeting will be held at the James City County Law Enforcement Center from 8:30am – 2:30pm. The CBH Board will not meet in July or August. Our board planning day will allow us to discuss major projects. This will also be a time to handle any board responsibilities if needed since we will be together.

ACTION ITEMS

A-1 FY 2025 Slate of Officers (Nominating Committee) D. Kirschbaum

Denise Kirchbaum reviewed the proposed slate of officers for FY 2025:

BOARD POSITION	PROPOSED OFFICER	JURISDICTION
Chair	Ryan Ashe	James City
Vice Chair	Wendy Evans	Williamsburg
Secretary	Donyale Wells	James City
Treasurer	John Collins	York
Member At-Large	Erin Otis	James City

On behalf of the Nominating Committee, Denise Kirschbaum asked the board for a motion to vote on and approved the proposed slate of officers. Dr. Al Brassel made a motion to accept the proposed slate of officers and Hazel Braxton seconded this motion.

A-2 FY 2025 Operating Budget (N. Parsons)

The effective dates of the FY 2025 Operating Budget will begin on July 1, 2024, ending on June 30, 2025. The highlights of the operating budget include:

- a 4% cost of living (COL) increase for staff who were employed as of March 31, 2024;
- A 10% increase in employee health insurance premiums paid by the agency;
- Increased local funding level; and
- Additional changes in staffing reflecting operational changes made during FY24 and carrying over to FY25 – primarily in the areas of Mobile Crisis Services, Permanent Supportive Housing and Medical Services. Also including funding for the new Director of Crisis & Access Services.

*Note: Federal funding appears to be down compared to prior year – the Federal FY does not begin until October 2024; we do not know exactly how much funding we will receive.

A motion from the Administration Committee to approve the proposed Interim Colonial Behavioral Health FY 2025 Operating Budget was made. All members of the board were in favor, the budget is approved.

A-3 FYs 2025-2026 DBHDS Performance Contract (D. Coe)

The Performance Contract must be approved by the local government every biennium. This year marks the first year of the biennium, when the Contract is formally adopted; therefore, this Contract revision does require local government approval. If local government does not act on the contract, it is considered approved.

John Collins made a motion that the FY's 2025-2026 Performance Contract between Colonial Behavioral Health and the Commonwealth of Virginia/BHHDS be approved. Ryan Ashe seconded this motion; it was passed unanimously.

A-4 CBH Strategic Plan/Draft Strategic Plan Staff Feedback (K. Cook)

A survey was sent out to all staff requesting feedback on the draft Strategic Plan; the survey was open for one week and reminders were sent prior to survey closing. 12 staff members responded, and feedback was reviewed. David Coe will send a communication to all staff thanking them for their feedback.

Ryan Ashe motioned that the CBH Strategic Plan be adopted. Dr. John Shaner seconded this motion and it passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Agency Issues:

Processes related to the conveyance of the CBH parcel in the Cardinal Ridge development are underway and are expected to be completed in June. Conveyance will be transferred to James City County and then to CCSI. The boundaries of the parcel may shift due to stormwater issues.

Request for Proposals (RFP) for the development of the Mobile Crisis Services Center was issued on May 17th. Proposals under PPEA are due by July 17th.

We are experiencing early success in staff recruitment for the Mobile Crisis Services Center. We expect to have four (4) staff members on board July 1st.

The full-time therapist hired to provide integrated care services at Old Towne Medical & Dental Center

began working on May 28th.

It has been brought to David's attention that Independence Day (July 4th) falls on a Thursday this year. David asked the board if it would be okay if CBH closes on Friday, July 5th (24-hour emergency services will still be available). Ryan Ashe made a motion to approve CBH closing on Friday, July 5, 2024 (emphasizing that this is a one-time decision). Hazel Braxton seconded this motion, and all were in favor; it passed unanimously.

Community Issues:

The sale of our former group home is set to close on Friday, June 7th.

Information was shared during a recent CBH Public Awareness Committee meeting about Tianeptine, aka "gas station heroin." Thanks to the combined efforts of the Historic Triangle Drug Prevention Coalition and the local police department, a team has been created, now issuing citations to local businesses for selling this highly addictive product.

Linda Butler and Camelia Howe attended the Williamsburg Area NAMI's monthly Board meeting to share Permanent Supportive Housing information and updates. They will be presenting to NAMI's local Family Support group.

A two-day integrated care planning session between CBH, OTMDC, and PCDC took place May 20-21. A letter was received the next day from OTMDC informing CBH that OTMDC would not continue to discuss further integration or possible colocation to the new CBH campus. CBH remains committed to integrated care and will either identify another primary care partner or choose to develop these capabilities internally.

Regional Issues:

Linda Butler will serve as Chair of the Region 5 Developmental Services Council for FY25.

Public Policy:

A state budget was approved in mid-May, providing us with sufficient guidance to present the budget being acted upon in this meeting. (Smaller budget items have not been allocated by DBHDS to local CSBs).

CLOSED SESSION

Entered into closed session at 5:21pm.

Ended closed session at 5:37pm.

Roll Call of Board Members was taken to confirm that the only topics discussed during the closed session consisted of the topics that were intended to be covered during this time. A motion to approve the Executive Director's Annual Evaluation was made by Al Brassel and seconded by Hazel Braxton. A motion to amend the previous motion to include approval of the Executive Director's FY25 contract was made by Wendy Evans and seconded by Hazel Braxton. A motion was made to approve the original motion as amended; all board members were in favor, it passed unanimously.

ADJOURNMENT:

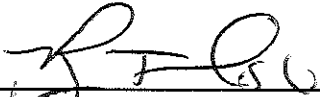
Upon a motion by Dr. Al Brassel and a second by Hazel Braxton to adjourn, the meeting was adjourned at 6:02pm.

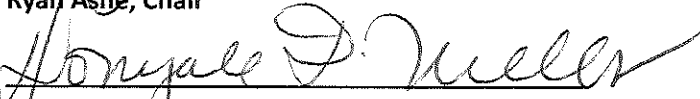
NEXT MEETING:

Date: Tuesday, September 3, 2024

Location: 473 McLaws Circle, Williamsburg, VA 21385

Time: 4:00pm



Ryan Ashe, Chair

Donyale Wells, Secretary

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

- **Welcome and Call to Order**
- **Roll Call**
- **Public Comment**
- **Consent Calendar**
 - Approval of the following meeting minutes:
 - [May 7, 2024, Board of Directors Meeting](#)
 - [May 21, 2024, Executive Committee Meeting](#)
 - [May 21, 2024, Administration Committee Meeting](#)
 - [May 22, 2024, Services and Evaluation Committee Meeting](#)
- **Honoring Resolutions – Outgoing Board Members**
 - [Sheri Newcomb](#)
 - [Reynaldo “Rey” Carpio](#)
 - [Hazel Braxton](#)
 - [Dr. Al Brassel, Jr.](#)
- **Information Items**
 - Space Needs Analysis Report
 - Annual Board Planning Day – Friday, July 26
- **ACTION ITEMS**
 - A-1 [FY 2025 Slate of Officers](#) (Nominating Committee) – *D. Kirschbaum*
 - A-2 [FY 2025 Operating Budget](#) – *N. Parsons*
 - A-3 [FYs 2025-2026 DBHDS Performance Contract](#) – *D. Coe*
 - A-4 [CBH Strategic Plan](#) – *K. Cook*
 - [Draft Strategic Plan Staff Feedback](#) - *K. Cook*
- [Executive Director’s Report](#) - *D. Coe*
- **CLOSED SESSION**
- **Adjournment**

Next Meeting: Tuesday, September 3, 2024,
473 McLaws Circle, Williamsburg
4:00PM

**COLONIAL BEHAVIORAL HEALTH
BOARD MEETING**

DATE: May 7, 2024

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

WELCOME AND CALL TO ORDER: 4:00pm

BOARD MEMBERS PRESENT:

Ms. Denise Kirchbaum – James City County
Dr. Dawn Ide – City of Poquoson
Ms. Erin Otis – James City County
Ms. Hazel Braxton – Williamsburg
Mr. John Collins – York County
Dr. John Shaner – City of Poquoson
Ms. Kristen Nelson – York County
Mr. Roy Witham – James City County
Mr. Ryan Ashe – James City County
Ms. Sheri Newcomb – York County
Ms. Wendy Evans – Williamsburg

BOARD MEMBERS ABSENT:

Dr. Al Brassel – York County
Ms. Donyale Wells – James City County
Mr. Reynaldo Carpio – York County
Mr. Steven Miller – York County

CBH STAFF PRESENT:

David Coe, Kristy Wallace, Katie Leuci, Dan Longo, Nancy Parsons, Chaenn Thomas, Kyra Cook, Marsha Obremski

GUESTS: None

PUBLIC COMMENT: None

CONSENT CALENDAR:

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

- March 28, 2024, Services & Evaluation Committee Meeting
- April 2, 2024, Board of Directors Meeting
- April 17, 2024, Public Awareness Committee Meeting
- April 24, 2024, Services & Evaluation Committee Meeting

Ryan Ashe made a motion to accept the consent agenda as presented. Hazel Braxton seconded the motion, and it passed unanimously.

EXECUTIVE DIRECTOR EVALUATION PROCESS:

Sheri Newcomb emailed the Director's evaluation to all board members; evaluation due date is May 15, 2024. Paper copies/envelopes were available if needed.

PROPOSED FY 2025 SLATE OF OFFICERS:

The nominating committee proposed the following slate of officers for FY 25:

BOARD POSITION	PROPOSED OFFICER	JURISDICTION
Chair	Ryan Ashe	James City
Vice Chair	Wendy Evans	Williamsburg
Secretary	Donyale Wells	James City
Treasurer	John Collins	York
Member At-Large	Erin Otis	James City

The proposed officers will be voted on during our June 4, 2024, board meeting. These officers will take office in July 2024.

DISCUSSION ITEMS:

Strategic Plan Review: Kyra Cook presented the Strategic Plan Overview and the Strategic Plan Goals with objectives. Dr. Dawn Ide suggested a staff survey to solicit feedback prior to final presentation.

ACTION ITEMS:

CBH Bylaws Revision: David Coe reviewed the recommended revisions to the CBH Bylaws:

- Articles X and XI: Combine Executive and Administrative Committees
- Articles VII and XI: Remove Nominating Committee from Standing Committee list; Build nominating/election process fully into Article VII
- Article VII: Delete sentence allowing extension of three-year officer term to a possible fourth year
- Article XI: Remove Strategic Planning Committee from Standing Committee.

To affect an orderly transition in Board processes, it is also recommended that the amended Bylaws carry an enactment date of July 1, 2024.

A motion from the Executive Committee that the CBH Board approve the amended CBH Bylaws as attached, with the understanding that the approved amended version will have an effective date of July 1, 2024. All board members were in favor and the motion passed unanimously.

Advisory Council Policy: Marsha Obremski presented the Advisory Council; it is the staff's recommendation that the board approve the creation of the Advisory Council. It is further recommended that the Council be operationalized effective January 1, 2025. A motion that the Board approve the proposed Advisory Council policy with the following understandings:

- That CBH staff will draft supportive policies, and other needed guidelines for CBH Board review prior to soliciting applications for Council membership;
- That CBH staff will review applications for membership and submit them to the Board (in a manner consistent with processes defined in the previous bullet). CBH staff will also submit to the Board their recommendations for appointment, as necessary; and
- That the terms of inaugural Council members will begin on January 1, 2025.

All Board members were in favor and the motion passed unanimously.

CBH Designated Fund Agreement: Kyra Cook and Nancy Parsons explained the need to enhance our resource development capabilities. A key element is the administration of and accounting for funds received. In the best judgment of staff, we believe an experienced community partner best serves us and our community. Entering into an agreement with the Williamsburg Community Foundation will lay the foundation for a potential long-term relationship related to supporting CBH beyond the capital projects in our immediate future. The Williamsburg Community Foundation will manage CBH donations, while withholding 1% for administrative costs. Based on CBH's stance in our community, the Williamsburg Community Foundation will waive the \$10,000 minimum initial gift to start our fund. With this agreement, we will add a "donate now" button to our website to accept donations. Ryan Ashe made a motion to accept the motion that the CBH Board authorize the Board Chair and Executive Director to execute the CBH Designated Funding Agreement with the Williamsburg Community Foundation. Roy Whitam seconded the motion, and it passed unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Agency Issues:

David Coe informed the board that processes related to conveyance of the CBH parcel in the Cardinal Ridge development are underway. The CBH Procurement Policy has been amended to include the PPEA Guidelines. An RFP for the crisis center design will be released as soon as final agreements have been signed. CBH is experiencing early success in staff recruitment for the new Mobile Crisis team which will begin operations in July. CBH has recruited a full-time behavioral health professional to work for CBH at Olde Towne Medical and Dental Center.

Community Issues:

CBH's vacant group home (209 Lewis Burwell Place) has been listed for sale. CBH received a full asking price offer. Home inspection is scheduled for first week of June. The Space Needs Analysis has resumed its focus on CBH's other office-based facilities. Due to state budget plans, the local Marcus Alert crisis protocol implementation is scheduled for July 2026 instead of July 2025.

Regional Issues:

DBHDS has proposed a plan to include Region 5 in a Regional PSH (Permanent Supportive Housing) Partnership. This plan is expected to bring a minimum of \$5.2 million to our region across a 5-year period.

Public Policy:

Recent/unexpected positive developments in Virginia budget negotiations give us hope that an agreement will be reached by mid-May. A few key legislative items from the 2024 General Assembly session are included in this packet. Among these items is legislation affecting remote/virtual meeting policies for public bodies under Virginia FOIA.

ADJOURNMENT:

Upon a motion by Hazel Braxton and a second by Ryan Ashe to adjourn, the meeting was adjourned at 4:48pm.

NEXT MEETING:

Date: Tuesday, June 4, 2024

Location: 473 McLaws Circle, Williamsburg, VA 21385

Time: 4:00pm

Sheri Newcomb, Chair

Hazel Braxton, Secretary

COLONIAL BEHAVIORAL HEALTH

EXECUTIVE COMMITTEE MEETING

473 McLaws Circle, Williamsburg

May 21, 2024, at 4:00pm

Call to Order

Executive Committee Meeting was called to order at 4:20pm.

Roll Call

Committee Members Present:

Ryan Ashe
John Collins
Erin Otis

Committee Members Absent:

Sheri Newcomb
Hazel Braxton

CBH Staff Present:

David Coe, Kyra Cook, Chaenn Thomas, Marsha Obremski, Kristy Wallace

Updates

State Budget

The State Budget has been finalized; we don't know the details of the small buckets that will be distributed via DBHDS.

Space Needs Analysis

This document should be completed by the end of this month. We received the draft today and reviewing with Olde Towne. We will need to do the due diligence on existing buildings to determine if it is better to stay or leave the current buildings.

Crisis & Access Services Director position

An offer has been extended; applicant currently works for another CSB and comes with a lot of experience. We are waiting on a returned call stating the offer has been accepted.

Summer 2024 – Board Planning Day logistics

The Board does not usually meet in July or August. Two dates were suggested for the Board Planning Day: Friday, July 26 and Friday, August 2. Friday, July 26th is the best date for board members. We will need to find a location for this meeting. The focus of the day will be facilities and development.

Review

Draft agenda for 6/4 Board of Directors meeting

Consent Calendar

Update – Space Needs Analysis Report

Honoring Resolutions – Outgoing Board Members

Action Items

- A-1 FY 2025 Slate of Officers (Nominating Committee)
- A-2 FY 2025 Operating Budget
- A-3 FYs 2025-2026 DBHDS Performance Contract
- A-4 CBH Strategic Plan

Honoring Resolutions: All four members will be presented their board resolution. Hazel Braxton and Dr. Al Brassel will also receive a piece of artwork from People's Place as a thank you for fulfilling their full terms on the CBH Board of Directors.

DBHDS Performance Contract: if we do not sign it, we will not receive any money from the State.

Strategic Plan: A survey regarding the Strategic Plan was sent out to all staff on Friday, May 17th and will close on Friday, May 24, 2024.

June 4 Board Meeting: mention the Board Meeting scheduled for September 3 to make sure enough people plan to attend.

Adjournment

John Collins made a motion to adjourn the meeting at 4:45pm. Erin Otis seconded this motion.

COLONIAL BEHAVIORAL HEALTH

ADMINISTRATION COMMITTEE MEETING

473 McLaws Circle, Williamsburg

May 21, 2024, at 4:00pm

Call to Order

Administration Committee Meeting was called to order at 4:00pm.

Roll Call

Committee Members Present:

John Collins
Wendy Evans
Ryan Ashe
Al Brassel, MD

Committee Members Absent:

Sheri Newcomb

CBH Staff Present:

David Coe, Kyra Cook, Chaenn Thomas, Marsha Obremski, Kristy Wallace

April 2024 YTD Financial Report

The April 2024 YTD Financial Report, including both revenues and expenditures was reviewed during the committee meeting.

Vacancy Update

Recruitment status from 04/24/24 - 05/21/2024: As of 04/24/2024, CBH was actively recruiting 19 Full-time positions, 5 PRN/WAR positions and continued the development of the Mobile Crisis Response Team (multiple vacancies for QMHP's and Licensed/Licensed Eligible Clinicians). As of 05/21/2024 CBH has 6 full-time hires finalized, 4 full-time and 2 PRN offers pending (awaiting acceptance response) bringing the active recruitment to 20 full-time positions, 5 PRN/WAR positions and continued recruiting for MCR (Licensed/LE Clinicians) program staff.

FY25 CBH Proposed Budget

A proposed budget of \$23,620,453.00 for FY25 was presented (includes revenue and expense totals), resulting in a 7.5% increase YOY. This total includes new mobile crisis program, full implementation of permanent supportive housing (pro-rated), an additional 12 positions throughout the agency (currently have 190 positions, proposing 202 positions). These new positions will include mobile crisis staff, new Director of Crisis and Access and an LPN. CBH is proposing a 4% salary increase for all employees on board by 3/31/2024 → anticipating a 12% in health insurance (10% will be absorbed by county, 2% will hit staff members). (A 3% salary increase was in the state budget although CBH has proposed a 4% increase to compensate for the health insurance increase).

A suggestion was made to update the colors on the pie graphs (currently blue/greens - difficult to tell the difference between categories).

A motion from the Administrative Committee to approve the proposed budget was made by Dr. Al Brassel and seconded by Wendy Evans. All committee members were in favor.

Items from the Committee

None.

Adjournment: Meeting was adjourned at 4:20pm.



YEAR TO DATE REVENUES AND EXPENDITURES
as of
April 30, 2024

REVENUE

CATEGORY	TOTAL BUDGET	RECEIVED YTD	BUDGET YTD	% RECEIVED	BALANCE
State	\$ 11,277,955	\$ 9,380,621	\$ 9,398,296	100%	\$ (17,675)
Local	\$ 3,793,000	3,070,500	3,160,833	97%	\$ (90,333)
Fees	\$ 6,129,885	5,020,071	5,108,238	98%	\$ (88,167)
Grants/Other	\$ 767,135	1,008,095	639,279	158%	\$ 368,816
Total Revenue	\$ 21,967,975	\$ 18,479,287	\$ 18,306,646	101%	\$ 172,641

EXPENDITURES

CATEGORY	TOTAL BUDGET	EXPENDED YTD	BUDGET YTD	% EXPENDED	BALANCE
Personnel	\$ 16,713,798	\$ 11,838,800	\$ 14,142,444	84%	\$ 2,303,644
Staff Development	\$ 99,149	79,119	82,624	96%	3,505
Facility	\$ 1,159,103	832,978	965,919	86%	132,941
Equipment and Supplies	\$ 1,069,591	655,860	891,326	74%	235,466
Transportation	\$ 211,469	221,503	176,224	126%	(45,279)
Consultant and Contractual	\$ 2,633,610	1,898,758	2,194,675	87%	295,917
Miscellaneous	\$ 81,255	75,762	67,713	112%	(8,050)
Total Expenditures	\$ 21,967,975	\$ 15,602,780	\$ 18,520,925	84%	\$ 2,918,145

CARRY FORWARD EXPENDITURES

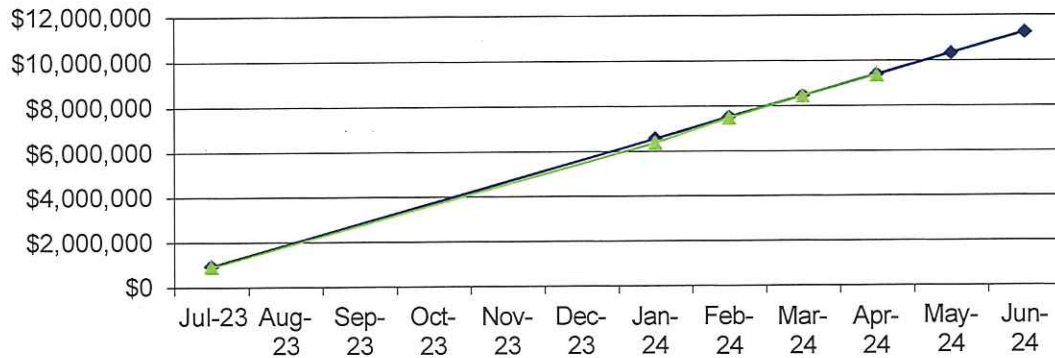
CATEGORY	EXPENDED YTD	
Personnel	\$ 182,991	
Staff Development	\$ 36,005	
Facility	\$ 231	
Equipment and Supplies	\$ 123,147	
Transportation	\$ 2,322	
Consultant and Contractual	\$ 37,659	
Miscellaneous	\$ 4,920	
Total Expenditures	\$ 387,274	CARRYFORWARD BALANCE \$ 747,153.56

Operating Margin	\$ -	\$ 2,489,234
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Unless noted otherwise, all amounts are modified cash basis: revenues recognized when earned and received; expenditures upon disbursement, subject to final settlement with fiscal agent.

YEAR TO DATE REVENUES
as of
04/30/24

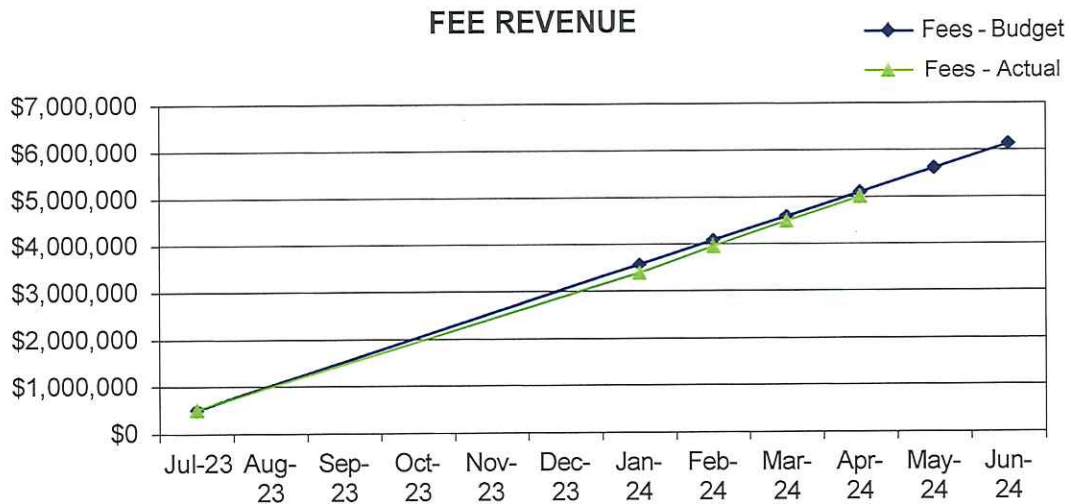
STATE REVENUE



LOCAL REVENUE

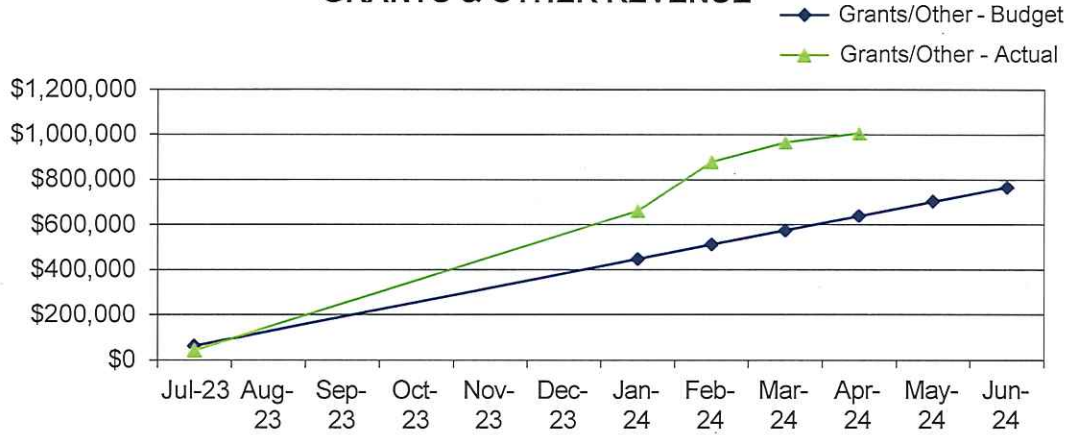


FEE REVENUE

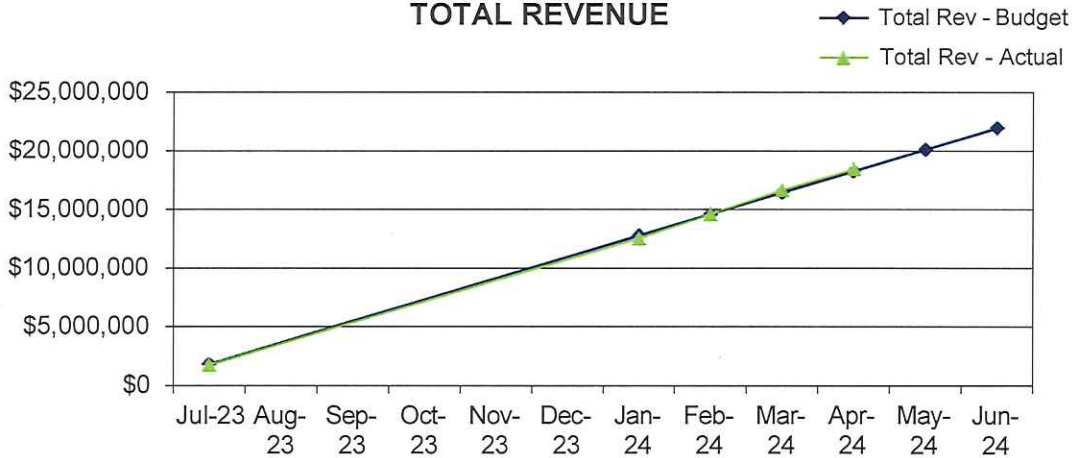


YEAR TO DATE REVENUES
as of
04/30/24

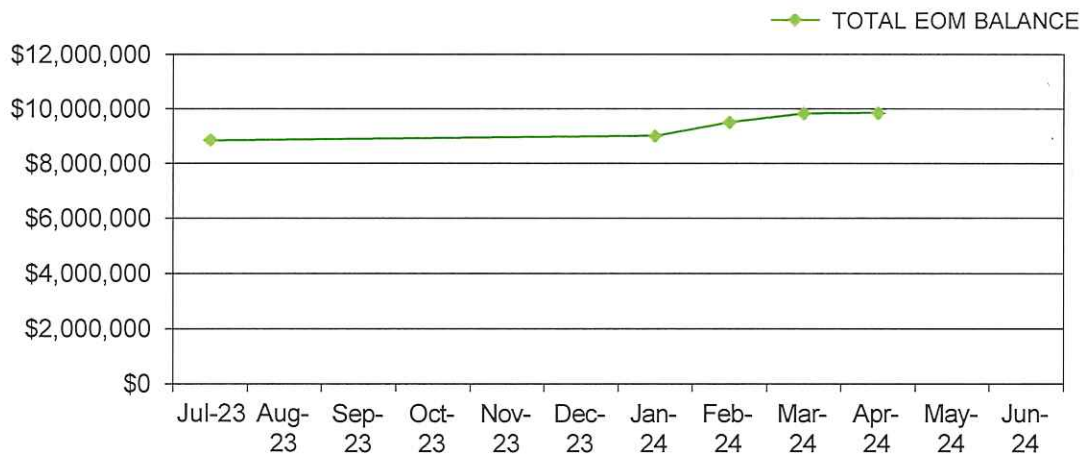
GRANTS & OTHER REVENUE



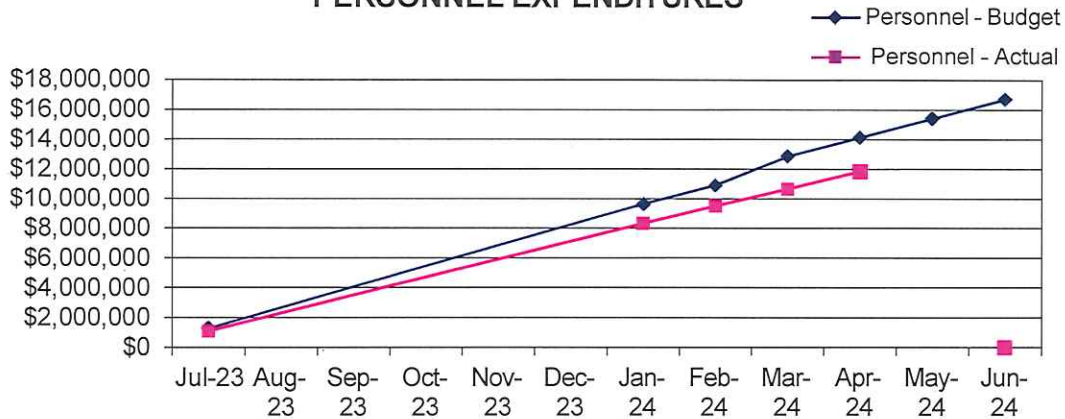
TOTAL REVENUE



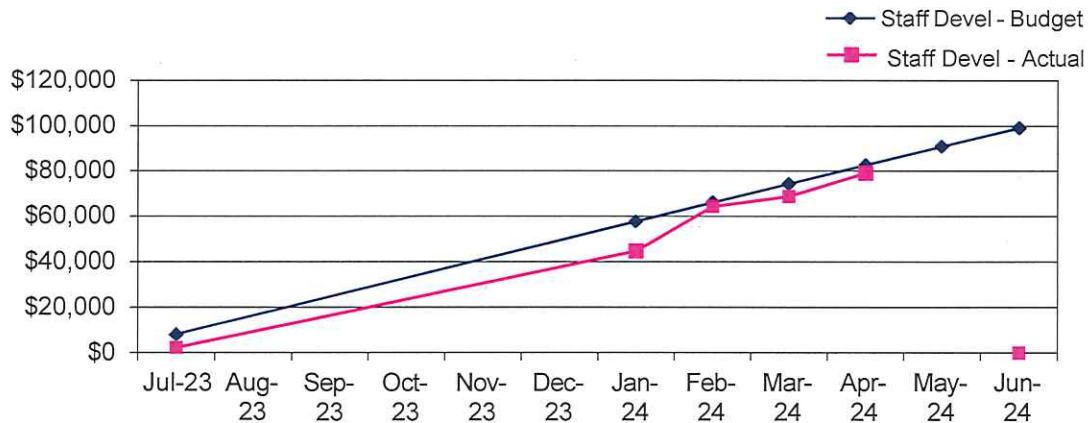
CASH & INVESTMENTS BALANCE



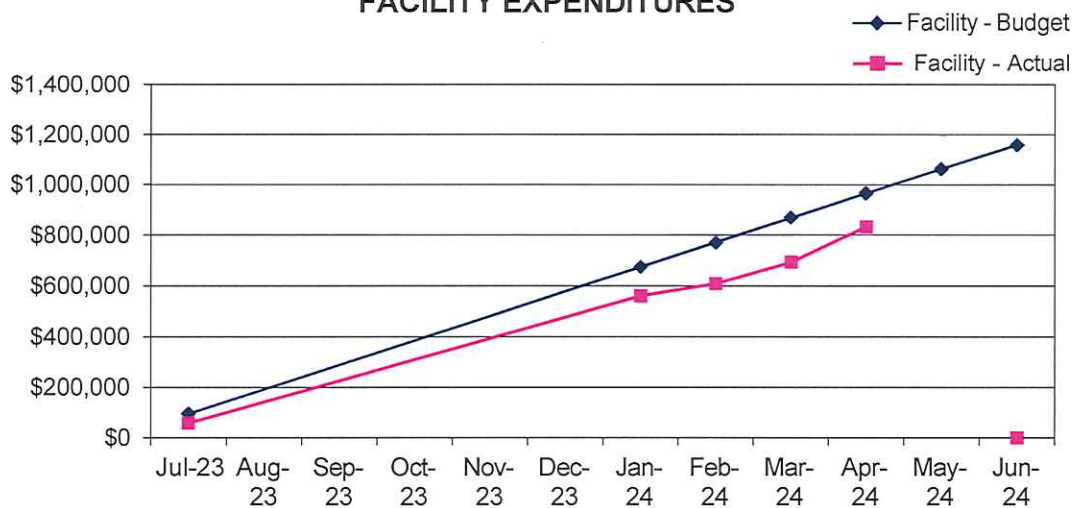
PERSONNEL EXPENDITURES



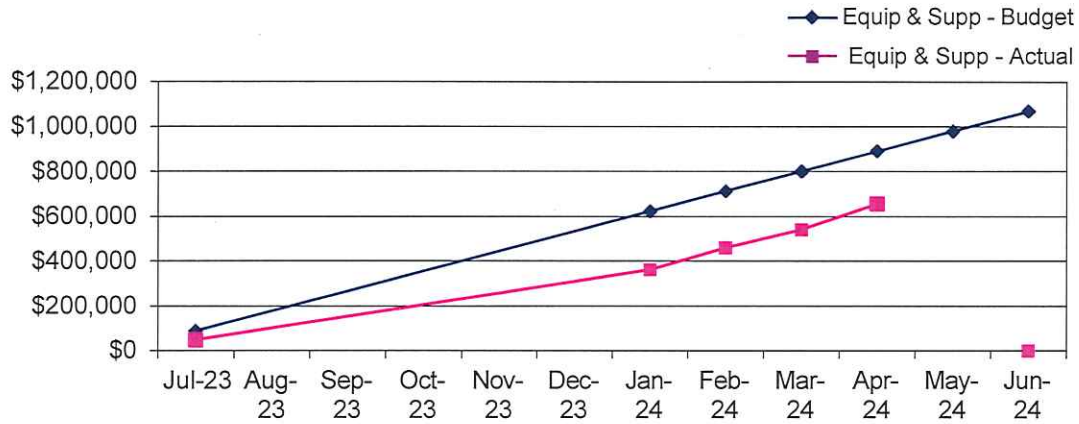
STAFF DEVELOPMENT EXPENDITURES



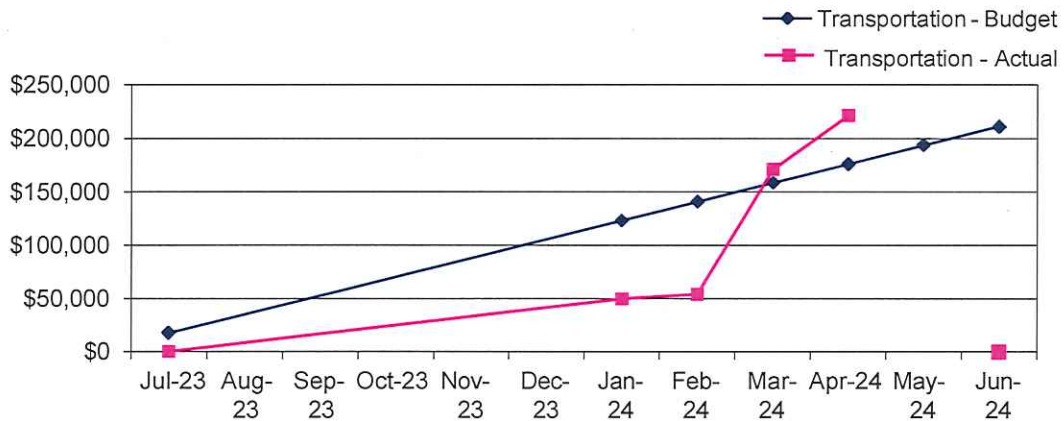
FACILITY EXPENDITURES



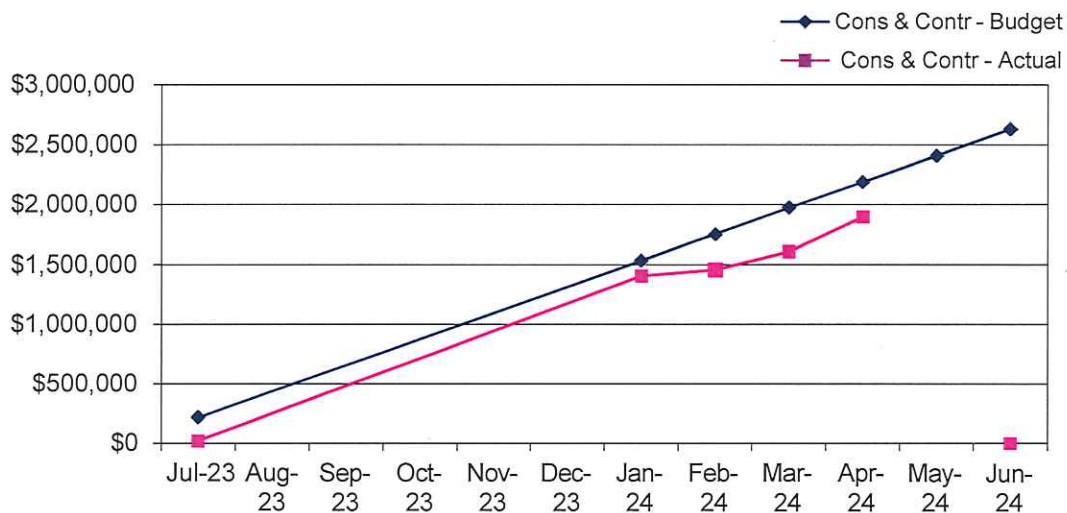
EQUIPMENT & SUPPLIES EXPENDITURES



TRANSPORTATION EXPENDITURES

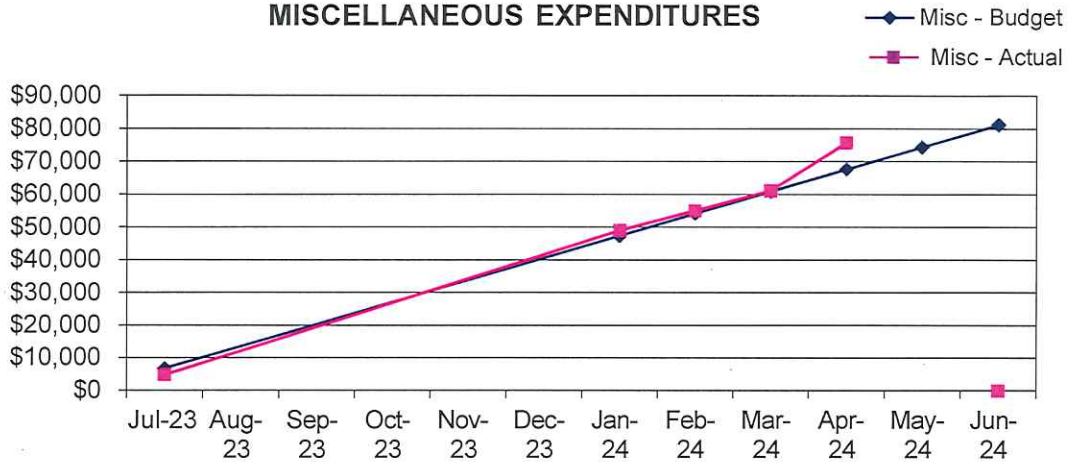


CONSULTANT & CONTRACTUAL EXPENDITURES

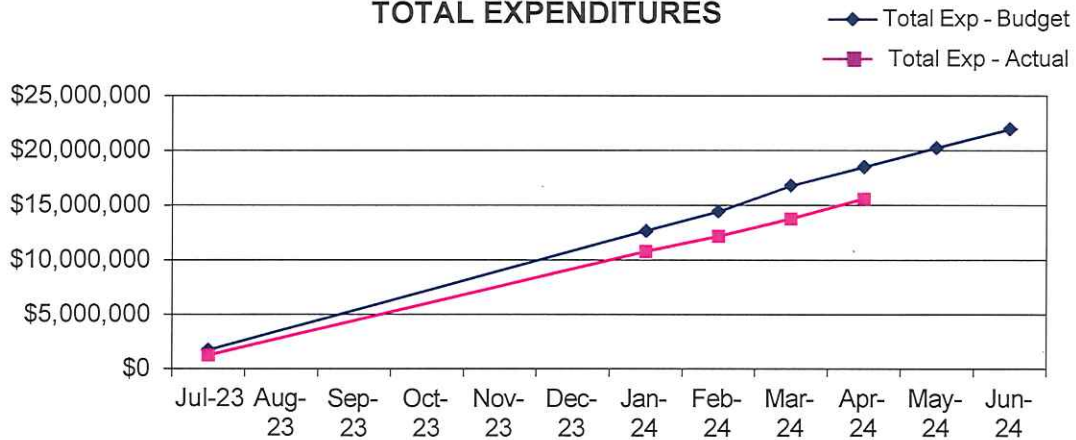


YEAR TO DATE EXPENDITURES
as of
04/30/24

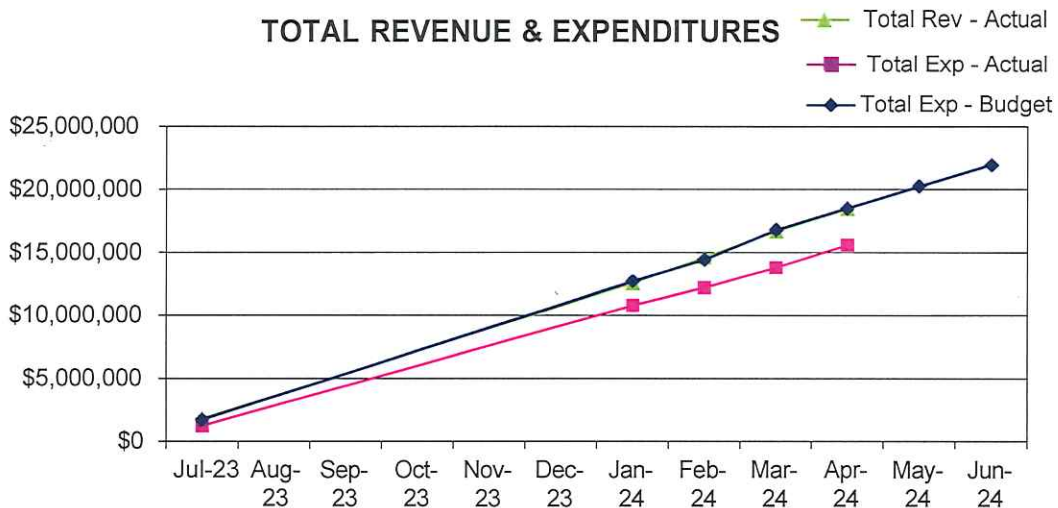
MISCELLANEOUS EXPENDITURES



TOTAL EXPENDITURES



TOTAL REVENUE & EXPENDITURES





Meeting Minutes

Minutes Of: Services & Evaluation Committee Date: 5/22/24
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Present: Al Brassel, D. Kirshbaum, Roy Witham, Linda Butler, Dean Barker, & D. A. Longo

Absent: Steve Miller, & R. Carpio.

1. *Call to Order*

The meeting was called to order at 4:00pm

2. Dean Barker gave a presentation on Forensic Discharge Program at the Virginia Peninsula Regional Jail (VPRJ).

This service has served 24 individuals since it began in January 2024. This service provides early engagement to individuals at VPRJ prior to their release assuring linkage to needed services in the community.

3. Meeting Schedule

The Committee discussed its summer schedule and decided that the next meeting will be on June 26, 2024.

4. *Adjournment*

The meeting was adjourned at 4:45 pm.

Submitted by: D.A. Longo, Ph.D.

Next Meeting

Date: June 26, 2024
Time: 4pm
Location: McLaws Board room

BOARD RESOLUTION
honoring
Sheri Newcomb

WHEREAS, Sheri Newcomb was appointed to the Colonial Behavioral Health Board of Directors by the York County Board of Supervisors on April 4, 2017; and

WHEREAS, since being appointed to the Board, Sheri Newcomb has established and built a reputation as a well-respected advocate for community-based services and the consumers served by Colonial Behavioral Health within York County; and

WHEREAS, committed to continually improving the Colonial Behavioral Health service system, Sheri Newcomb has served on internal and local committees and work groups related to public awareness, local government relations, and other areas; and

WHEREAS, Sheri Newcomb provided leadership in 2017-22 as a member of Colonial Behavioral Health's Services & Evaluation Committee; and

WHEREAS, Sheri Newcomb provided leadership in 2022-2024 as a member of both the Administration and Executive Committees, serving as Board Vice-Chair from 2022-2023 and as Board Chair from 2023-2024; and

WHEREAS, Sheri Newcomb assumed a leadership role in working to move Colonial Behavioral Health toward a vision of recovery, self-empowerment and service integration for consumers in all service areas; and

WHEREAS, Sheri Newcomb worked tirelessly and effectively to raise public awareness and understanding of Colonial Behavioral Health within York County; and

WHEREAS, Sheri Newcomb has given her time and immense talent as a member of Colonial Behavioral Health's Board of Directors; now, therefore, be it

RESOLVED by the Colonial Behavioral Health's Board of Directors, That Colonial Behavioral Health commend and thank Sheri Newcomb for her distinguished service as an honored member of the Colonial Behavioral Health Board of Directors; and be it

RESOLVED FURTHER, That the Executive Director of Colonial Behavioral Health prepare a copy of this resolution for presentation to Sheri Newcomb, as an expression of the Board of Directors' gratitude for her commitment to the residents of the City of Williamsburg, James City County, City of Poquoson, and especially York County.

Approved and adopted the 4th day of June 2024. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Colonial Behavioral Health Board of Directors.

Vice Chair, Colonial Behavioral Health Board of Directors



BOARD RESOLUTION

honoring

Reynaldo Carpio

WHEREAS, Reynaldo “Rey” Carpio was appointed to the Colonial Behavioral Health Board of Directors by the York County Board of Supervisors on April 5, 2022; and

WHEREAS, since being appointed to the Board, Rey Carpio has established and built a reputation as a well-respected advocate for community-based services and the consumers served by Colonial Behavioral Health within York County; and

WHEREAS, committed to continually improving the Colonial Behavioral Health service system, Rey Carpio has served on internal and local committees and work groups related to agency administration and finance, local government relations, and other areas; and

WHEREAS, Rey Carpio has provided leadership as a member of Colonial Behavioral Health’s Public Awareness Committee from 2022-2023; and

WHEREAS, Rey Carpio has provided leadership as a member of Colonial Behavioral Health’s Services & Evaluation Committee from 2023-2024; and

WHEREAS, Rey Carpio has assumed a leadership role in working to move Colonial Behavioral Health toward a vision of recovery, self-empowerment, and integrated services for consumers in all service areas; and

WHEREAS, Rey Carpio worked tirelessly and effectively to raise public awareness and understanding of Colonial Behavioral Health within York County; and

WHEREAS, Rey Carpio has given his time and immense talent as a member of the Colonial Behavioral Health Board of Directors; now, therefore, be it

RESOLVED by the Colonial Behavioral Health Board of Directors, That Colonial Behavioral Health commends and thanks Reynaldo Carpio for his distinguished service as an honored member of the Colonial Behavioral Health Board of Directors; and be it

RESOLVED FURTHER, That the Executive Director of Colonial Behavioral Health prepare a copy of this resolution for presentation to Reynaldo Carpio, as an expression of the Board of Directors’ gratitude for his commitment to the residents of the City of Williamsburg, James City County, City of Poquoson, and especially York County.

Approved and adopted the 4th day of June 2024. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Colonial Behavioral Health Board of Directors.

Chair, Colonial Behavioral Health Board of Directors



BOARD RESOLUTION

honoring

Hazel Braxton

WHEREAS, Hazel Braxton was appointed to the Colonial Behavioral Health Board of Directors by the York County Board of Supervisors on May 14, 2015; and

WHEREAS, since being appointed to the Board, Hazel Braxton has established and built a reputation as a well-respected advocate for community-based services and the consumers served by Colonial Behavioral Health within the City of Williamsburg; and

WHEREAS, committed to continually improving the Colonial Behavioral Health service system, Hazel Braxton has served on internal and local committees and work groups related to public awareness, local government relations, and other areas; and

WHEREAS, Hazel Braxton provided leadership in 2017-22 as a member of Colonial Behavioral Health's Services & Evaluation Committee; and

WHEREAS, Hazel Braxton provided leadership in 2022-2024 as a member of both the Administration and Executive Committees, serving as Board Vice-Chair from 2022-2023 and as Board Chair from 2023-2024; and

WHEREAS, Hazel Braxton assumed a leadership role in working to move Colonial Behavioral Health toward a vision of recovery, self-empowerment and service integration for consumers in all service areas; and

WHEREAS, Hazel Braxton worked tirelessly and effectively to raise public awareness and understanding of Colonial Behavioral Health within the City of Williamsburg; and

WHEREAS, Hazel Braxton has given her time and immense talent as a member of Colonial Behavioral Health's Board of Directors; now, therefore, be it

RESOLVED by the Colonial Behavioral Health's Board of Directors, That Colonial Behavioral Health commend and thank Hazel Braxton for her distinguished service as an honored member of the Colonial Behavioral Health Board of Directors; and be it

RESOLVED FURTHER, That the Executive Director of Colonial Behavioral Health prepare a copy of this resolution for presentation to Hazel Braxton, as an expression of the Board of Directors' gratitude for her commitment to the residents of James City County, City of Poquoson, York County, and especially the City of Williamsburg.

Approved and adopted the 4th day of June 2024. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Colonial Behavioral Health Board of Directors.

Chair, Colonial Behavioral Health Board of Directors



BOARD RESOLUTION

honoring

Alfred L. Brassel, Jr.

WHEREAS, Alfred L. Brassel, Jr. was appointed to the Colonial Behavioral Health Board of Directors by the York County Board of Supervisors on May 19, 2015; and

WHEREAS, since being appointed to the Board, Al Brassel has established and built a reputation as a well-respected advocate for community-based services and the consumers served by Colonial Behavioral Health within York County; and

WHEREAS, committed to continually improving the Colonial Behavioral Health service system, Al Brassel has served on internal and local committees and work groups related to agency administration and finance, local government relations, and other areas; and

WHEREAS, Al Brassel has provided leadership as a member of Colonial Behavioral Health's Services & Evaluation Committee from 2015-2019, serving as Committee Chair from 2015-2018; and

WHEREAS, Al Brassel has provided leadership as a member of Colonial Behavioral Health's Administration Committee from 2018-2024; and

WHEREAS, Al Brassel has provided leadership as a member of Colonial Behavioral Health's Executive Committee from 2018-2023, acting as Board Vice-Chair from 2018-2019, and as Board Chair from 2019-2023; and

WHEREAS, Al Brassel has assumed a leadership role in working to move Colonial Behavioral Health toward a vision of recovery, self-empowerment, and service integration for consumers in all service areas; and

WHEREAS, Al Brassel worked tirelessly and effectively to raise public awareness and understanding of Colonial Behavioral Health within York County; and

WHEREAS, Al Brassel has given his time and immense talent as a member of the Colonial Behavioral Health Board of Directors; now, therefore, be it

RESOLVED by the Colonial Behavioral Health Board of Directors, That Colonial Behavioral Health commend and thank Alfred L. Brassel, Jr. for his distinguished service as an honored member of the Colonial Behavioral Health Board of Directors; and be it

RESOLVED FURTHER, That the Executive Director of Colonial Behavioral Health prepare a copy of this resolution for presentation to Alfred L. Brassel, Jr., as an expression of the Board of Directors' gratitude for his commitment to the residents of James City County, City of Poquoson, City of Williamsburg, and especially York County.

Approved and adopted the 4th day of June 2024. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Colonial Behavioral Health Board of Directors.

Chair, Colonial Behavioral Health Board of Directors



CBH NOMINATING COMMITTEE

PROPOSED SLATE OF OFFICERS

CBH Board of Directors

Fiscal Year 2025

:

CHAIR:	Ryan Ashe	(James City)
VICE CHAIR	Wendy Evans	(Williamsburg)
SECRETARY	Donyale Wells	(James City)
TREASURER	John Collins	(York)
MEMBER AT-LARGE	Erin Otis	(James City)

Action Item A-2

Adoption of CBH Fiscal Year 2025 Operating Budget

Background:

This proposed budget reflects planned revenues and expenditures based on what we know for Fiscal Year 2025. There remain a few outstanding questions remaining to be resolved given the delay in passing the State Budget, but the “big ticket” items are sufficiently known to allow us to present this budget with confidence. Any additional significant changes may need to be brought to the Board for allocation during the coming year.

This proposed budget’s effective dates are July 1, 2024, through June 30, 2025.

Highlights of this OPERATING BUDGET primarily consist of:

- A 4% Cost of Living (COL) increase for staff who were employed as of March 31, 2024;
- A 10% increase in employee health insurance premiums paid by the agency;
- Increased local funding level; and
- Additional changes in staffing reflecting operational changes made during FY 24 and carrying over to FY 25 – primarily in the areas of Mobile Crisis Services, Permanent Supportive Housing and Medical Services. Also included is funding for the new Director of Crisis & Access Services.

CAPITAL IMPROVEMENT PLAN (CIP)

The FY2025 Capital Improvement Plan was approved in the April 2, 2024, meeting by the CBH Board, and is therefore not repeated in this presentation.

Motion from Administration Committee:

That the proposed Interim Colonial Behavioral Health FY 2025 Operating Budget be approved.

FY25 CBH PROPOSED BUDGET AT A GLANCE

Revenue and Expense Total of **\$ 23,620,453**
An increase of 7.5 % over prior year

Includes:

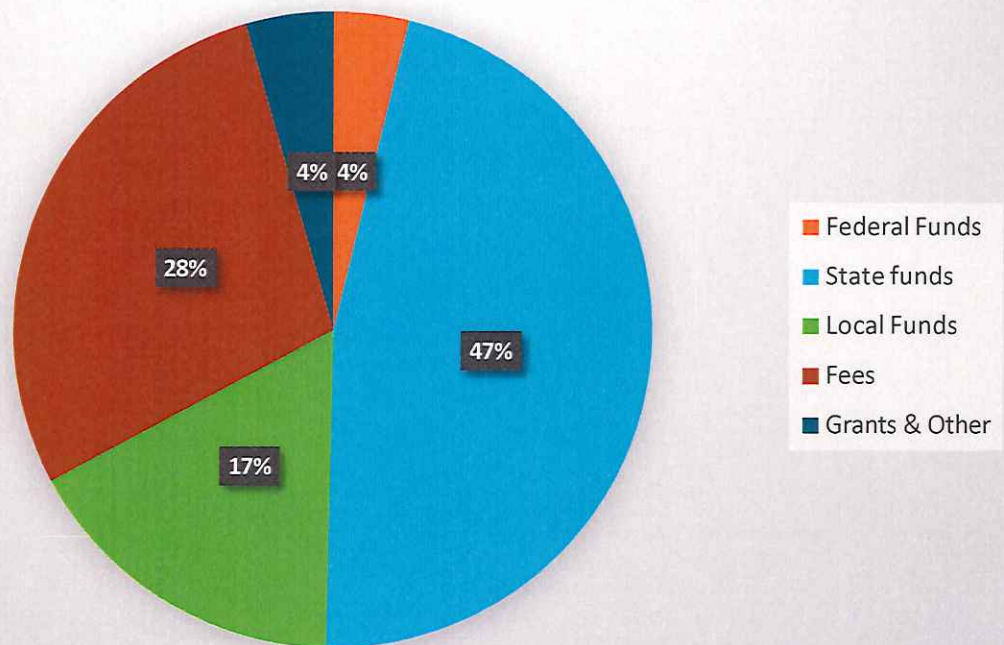
New Mobile Crisis Program
Full Implementation of Permanent Supported Housing
202 Positions throughout the Agency

A 4% salary increase for all employees on board by 3/31/24

REVENUE

	2025 Recomm Budget	2024 Revised Budget	2023 Actuals
Federal Funds	\$894,712	\$1,553,436	\$1,064,888
State funds	\$10,991,577	\$9,724,519	\$9,098,913
Local Funds	\$3,974,000	\$3,793,000	\$3,527,000
Fees	\$6,706,586	\$6,129,885	\$5,296,984
Grants & Other	\$1,053,577	\$767,135	\$966,373
	<u>\$23,620,453</u>	<u>\$21,967,975</u>	<u>\$19,954,157</u>

FY25 PROPOSED REVENUE BREAKDOWN



LOCAL FUNDING

FY25 OVERALL REQUESTED INCREASE 5.0%

	FY25 REQUESTED ALLOC	FY25 INCREASE	FY25 % LOCAL FUNDS
YORK	\$1,172,000	\$77,000	29.4%
JCC	\$2,306,000	\$69,000	57.9%
WBG	\$306,000	\$35,000	7.9%
POQ	\$190,000	\$0	4.7%
TOTAL	\$3,974,000	\$181,000	100.0%

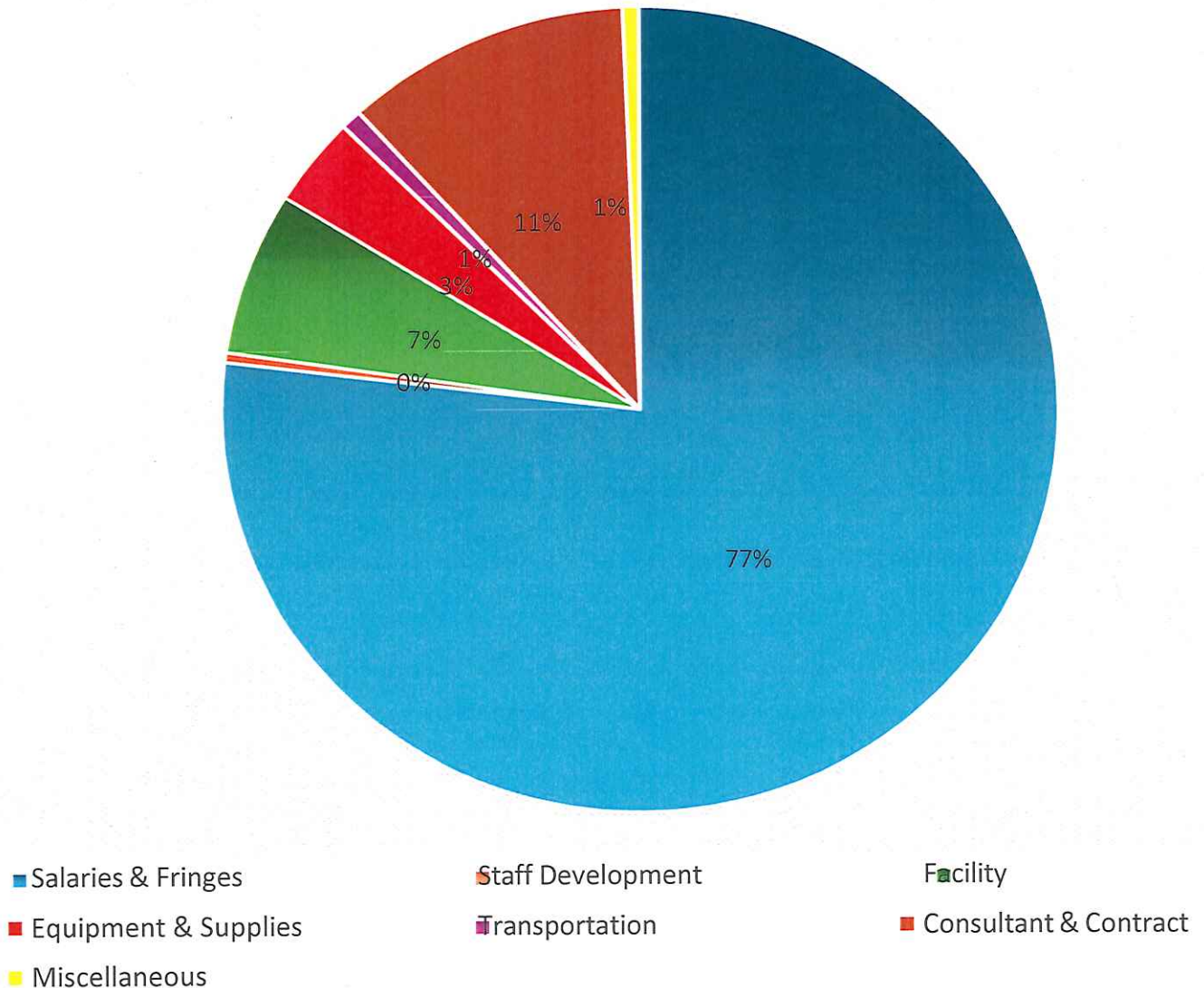
Distribution of requested increase based on percentage of usage

EXPENDITURES

	2025 Recomm Budget	2024 Revised Budget	2023 Actuals
Salaries & Fringes	\$18,169,922.21	\$16,553,798.02	\$14,540,251.38
Staff Development	\$94,313.21	\$99,149.19	\$131,206.85
Facility	\$1,555,054.72	\$1,159,103.22	\$935,939.48
Equipment & Supplies	\$844,720.74	\$1,229,591.34	\$908,809.71
Transportation	\$189,528.63	\$211,469.23	\$139,932.70
Consultant & Contractual	\$2,618,344.75	\$2,633,609.51	\$2,206,106.21
Miscellaneous*	\$148,568.74	\$81,253.99	\$46,522.72
	\$23,620,453.00	\$21,967,974.50	\$18,908,769.05

* includes employment advertising, liability insurance, bank fees

FY25 Proposed Expenditure Breakdown



Action Item A-3

FYs 2025-2026 Performance Contract Approval

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 will align with our Operating Budget (once all state funding notices have been received), 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 pathway to provide funding to CSBs, including CBH. This contract covers the fiscal years beginning July 1, 2024, and ending June 30, 2026.

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 marks the first year of the biennium, when the Contract is formally adopted; therefore, this Contract revision does 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 2025 CBH Budget will serve as the financial basis for this 265-page contract/appendix combination. The terms of the Contract have been negotiated at the statewide level and are ready for approval.

Details of the revisions made from the current Contract are provided in the DBHDS cover letter attached to this Summary.

Recommended Motion:

That the FYs 2025-2026 Performance Contract between Colonial Behavioral Health and the Commonwealth of Virginia/DBHDS be approved.

AMENDMENTS - FY2024 and 2025 Community Services

Performance Contract

Certain amendments provided below are in compliance with the FY24-25 Community Service Performance Contract (PC) required Code of Virginia and Budget amendment changes. The provisions of subsection C of §§ 37.2-508 and 37.2-608 of the Code of Virginia, as amended and budget amendment Item 295#9c shall become effective July 1, 2024. Outlined here are the material changes to the PC for your review.

Master Agreement – General Terms and Conditions

1. Section 10 CSB Responsibilities

- a. **Section 10.A. - Resources and Services**- language added to specify conditions that must be met by CSB for the receipt of state-controlled funds by the Department
- b. **Section 10.F.c. - Individual Satisfaction Survey** – language amended regarding satisfaction surveys participation and compliance by the CSB.
- c. **Section 10.G.** – added language that requires CSB to work jointly with the Department to identify or develop mechanisms that will be employed by the CSB and the state hospitals to manage the utilization of state hospital beds.

2. Section 13 Department Responsibilities

- a. **Section 13.A. - Program and Service Reviews** – language added as part of the Department's responsibilities requiring the development and implementation of processes and procedures for oversight and monitoring of CSB compliance with PC
- b. **Section 13.B.2.** – language added that requires the Department to work jointly with the CSB to identify or develop mechanisms that will be employed by the CSB and the state hospitals to manage the utilization of state hospital beds
- c. **Section 13.D. – CSB Performance Dashboard**– language added that requires the Department to develop a mechanism to display CSB required data in a consistent, comparable format in collaboration with the CSB
- d. **Section 13.P.2. - Individual Satisfaction Survey**- language added regarding satisfaction surveys participation and compliance by the Department
- e. **Section 14 - Compliance and Dispute Resolution** – language added for compliance of CSB with having their PC approved or renewed by the governing body of each city or county that established it and by the Department on or before September 30th of each year in order to continue receive state-controlled funds
 - i. The CSB must also maintain substantial compliance with the PC to continue to receive state-controlled funds.
 - ii. This section further outlines the dispute and remediation process that must be followed for non-compliance by CSB
 - iii. This section also outlines the ability of the Department through process of this section to contract with another CSB/BHA or a private nonprofit or for-profit organization or organizations to obtain services that were the subject of the terminated performance contract.

Exhibit A

Exhibit A: Resources and Services – language added for compliance with the budget amendment stating any funding appropriated by the General Assembly to CSB for staff compensation shall only be used for staff compensation, and the CSB must report annually to DBHDS on any staff compensation actions taken during the prior fiscal year. See Budget Amendment [295#9c](#)

AMENDMENTS - FY2024 and 2025 Community Services

Performance Contract

Exhibit E

Exhibit E: Performance Contract Schedule and Process– updated to provide the CSB specific due dates for Department required reporting submissions for CARS, CCS, local government audits and Certified Public Accountant (CPA) audits for FY24-25. It also provides specific dates for disbursement of state and federal funds to the CSB

Exhibit F

Exhibit F: Federal Grant Requirements – revised to reflect the current federal grants and their general and specific terms and conditions. These are required material changes that are not negotiable as a Subrecipient of federal funds. We encourage you to familiarize yourself with this information as a Subrecipient of federal funds

Exhibit G

Exhibit G: Master Program Services Requirements – this exhibit has been revised to provide terms and conditions for certain programs services that a CSB may provide to reduce the amount of Exhibits D the Department and CSBs will have to review, process, and track. Keep in mind that this is not inclusive of all programs/services a CSB may provide, just those that it may have received on a regular basis for review and execution that have well established baseline requirements, with minimal to no changes, and/or part of ongoing baseline funding received from the Department. The following are key material changes:

1. **Section 12.8 – Housing Flexible Funding Program** – language was added to this section providing standard requirements managed by the Department’s Office of Community Housing. The program makes financial assistance available to adults with developmental disabilities to offset expenses that pose barriers to obtaining and maintaining independent housing. The source of funds is DV Rental Subsidies (922-900000000). The requirements for these funds have now been incorporated into this version of the PC. This change only impacts a select few CSBs that receive these funds.
2. **Section 13.1 - Mental Health Crisis Response and Child Psychiatry Funding –Regional Program Services Children’s Residential Crisis Stabilization Units (CRCSU)**
 - a. **Section 13.1.1.b.2** – this section was amended as licensing regulations and DMAS manuals have been reviewed and consulted and neither require this process. Requiring a physician’s order, signature, or a medical screening result in unnecessary delays to the admission process. Additionally, looking to decrease the number of youth that arrive at the Emergency Department (ED) of a hospital seeking mental health services and requiring a medical clearance would not achieve this goal.
 - b. **Section 13.1.1.b.4.ii.** – language was amended to allow DBHDS to see denials to a CSU for medical purposes limited to very rare occasions and wanted to provide a couple of resources available to ensure consistency across CSUs.
 - c. **Section 13.1.1.b.9-** language added to be very clear with the CSUs that if a continued stay request is denied by Medicaid, but the unit believes the youth is still appropriate per their program description, then they should continue to serve the youth according to their program standards and not discharge them just because of the denial.
 - d. **Section 13.1.A.** – language amended to increase the utilization expectation to the targeted 75%. Due to the ongoing statewide challenges with youth and adolescents accessing the appropriate crisis services, sometimes resulting in lengthy stays in the Emergency Department setting, it is necessary to target the appropriate use of less restrictive alternatives to hospitalizations such as a crisis stabilization unit. This is an increase from the 65% currently listed in the Exhibit G document. This utilization rate is consistent with the expectation of Adult Residential Crisis Stabilization Units.

AMENDMENTS - FY2024 and 2025 Community Services Performance Contract

Exhibit M

Exhibit M: Department of Justice Settlement Agreement Requirements (DOJ) – amended as required for DOJ compliance. These are required material changes that are not negotiable.

1. **Section 4.a.** – amended regarding the use of the On-Site Visit Tool
2. **Section 18.a. and 18.e.-** amended to add training requirements and due date for completion of training
3. **Section 39** – section added providing Support Coordination Training Requirements

Action Item A-4

Adoption of CBH Strategic Plan

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 Mission, Vision and Values Statements were approved in December 2023. Goal statements were reviewed and amended by the Board in January 2024. They are now presented to the Board for final approval.

Objectives are dynamic and subject to change with circumstances and environmental developments and are therefore typically developed and maintained at staff level with regular review of progress shared periodically with the Board. Illustrative objectives for each Goal were shared with the Board during the first half of calendar year 2024.

CBH staff were surveyed during May 2024 regarding this Plan, with survey results to be made available to the Board as soon as they are available. (To allow sufficient time for staff responses, the deadline for responses was set for after the Board packet was scheduled for posting.)

Proposed Motion:

That the Proposed CBH Strategic Plan be adopted.



1

Introduction

Colonial Behavioral Health's leadership (Board of Directors and Staff Leadership Team) undertook a 10-month planning effort to identify the agency's top priorities for development and service over the next 5 years. The purpose in developing this Plan was to set CBH on the pathway to success for future generations of healthcare administration and service delivery.

Input was provided, via survey, by CBH board members, staff, consumers and their families, and community partners.

This Strategic Plan provides a framework for making decisions on how best to serve those in need and serves as a guide to ensuring that high quality services continue to be available to residents within the CBH region.

2

Vision

Continuing to serve as a vital partner in a community system of care that promotes the highest possible quality of life.

3

Mission

To facilitate recovery and resiliency of individuals and families affected by mental illness, developmental disabilities, and substance use disorders.

4

Values

Trustworthiness

Creating a positive and accountable organizational culture that enhances employee relations and improves outcomes.

Meaningful

Fostering engagement by putting individuals at the center of decision-making and service delivery to create purposeful interactions and experiences.

Collaborative

Building connections by understanding and addressing the needs of the community.

5

Goals

Services Goal	Adjust service delivery to match the evolving landscape, consumer expectations, and community needs.
Operations Goal	Ensure agency sustainability through business operations reflective of changing healthcare and workforce landscapes.
Infrastructure Goal	Develop and execute long-term facility, technology, and infrastructure plans to support and enhance services.
Resources Goal	Ensure agency sustainability by creating and implementing long-term resource development plans.

6

Draft

Strategic Plan

Staff Feedback



Background

- Summer 2023: Stakeholders were surveyed during the summer of 2023
 - 180+ responses (55+ staff)
- August 2023: Board retreat
- Fall-Winter 2023-2024: Developed vision, mission, values and goals based on stakeholder and board input
- Spring 2024: Staff surveyed regarding draft plan



Colonial Behavioral Health: Wellness, Support & Recovery Services

Staff Feedback

- 12 respondents
- Overall affirmation although some sought clarity on the following topics:
 - CCBHC future
 - Programmatic adjustment implications
- **Suggestions:**
 - Consider Animal Assisted Therapy
 - Workforce Development
 - Community Collaboration
- **Other comments:**
 - Plans are daunting but exciting
 - Values could be worded consistently



Colonial Behavioral Health: Wellness, Support & Recovery Services

COLONIAL BEHAVIORAL HEALTH
Executive Director's Report – June 2024

Agency Issues

1. Processes related to conveyance of the CBH parcel in the Cardinal Ridge development are currently underway. We have been informed that conveyance of the property to James City County should be completed during the month of June. Conveyance to CCSI will follow.
2. The Request for Proposals (RFP) for development of the Crisis Services Center was issued on May 17th. Proposals under PPEA are due on July 17th. The RFP materials and CBH PPEA Guidelines can be found at <https://www.colonialbh.org/about-us/procurement/>.
3. We are experiencing early success in staff recruitment as we prepare for the new Mobile Crisis team to begin operations in July. We expect to have four (4) staff on board on July 1.
4. The full-time therapist hired to provide integrated care services at Olde Towne Medical & Dental Center began work on May 28th.

Community Issues

1. The sale of our former group home property is scheduled to close on June 7th.
2. During a recent CBH Public Awareness Committee meeting, information was shared regarding the proliferation of Tianeptine, commonly known as “gas station heroin.” Educational efforts were then conducted by the Historic Triangle Drug Prevention Coalition, which brought the issue to the attention of one local police department – that has since created a team now issuing citations to local businesses for selling this highly addictive product.
3. Linda Butler and Camelia Howe recently attended the Williamsburg Area NAMI's monthly Board meeting to share Permanent Supportive Housing information and updates. They will soon present to NAMI's local Family Support group as well.
4. A two-day integrated care planning session between CBH, OTMDC and PCDC (Primary Care Development Corporation, through a process funded by the Williamsburg Health Foundation) was completed on May 20-21. Processes for training, clinical documentation, billing, etc. were discussed, as well as walking through early results of the Space Needs Analysis with OTMDC. The next day OTMDC sent a letter informing us that OTMDC would not continue to discuss further integration or possible colocation to the new CBH campus. We have requested information from OTMDC about the implications of their decision and its timing. CBH remains committed to integrated care and will either identify another primary care partner or choose to develop these capabilities internally.

Regional Issues

1. Linda Butler will serve as Chair of the Region 5 Developmental Services Council for Fiscal Year 2025.

Public Policy

1. A state budget was indeed approved in mid-May, which provided us with sufficient guidance to present the budget being acted upon in this meeting. There remain some smaller budget items that have not been allocated by DBHDS to local CSBs, however.

Respectfully submitted,
David A. Coe

FY25-FY26 Biennium State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT	GOVERNOR'S AMENDMENTS	FINAL ADOPTION
		CSB COMPENSATION						
469 S.1.d 469 #2h 469 #2s 469 #2c	Central Appropriations	1% salary increase for CSB employees effective 7/1/2024	Included	3% increase each year of biennium	2.5% increases 9/10/24 and 7/1/25	3% increase each year of biennium		3% increase each year of biennium
469 W.1.d 469 #1s 469 #2c	Central Appropriations	1% bonus payment for CSB employees effective 12/1/2024. Conference report also includes payment 12/1/2025.	Included		REMOVED	REMOVED		
297 RR	Grants to Localities	Annualizes increased funding for CSB compensation from FY24	36.0 FY25 36.0 FY26					
		STATE SYSTEM						
267 #2s 267 #2c	Secretary of HHR	Directs Secretary to report to the Behavioral Health Commission regarding crisis continuum funding uses and impacts by 12/1/2024			Language	Language		Language
267 #3s 267 #3c	Secretary of HHR	Directs Secretary to report to the Behavioral Health Commission/House Appropriations/Senate Finance on plans to implement the CCBHC model. Report due by 12/1/2024.			Language	Language		Language
267 #5s 267 #4c	Secretary of HHR	Directs Secretary to take an inventory of all call centers operated or contracted by agencies of the HHR Secretariat			Language	Language		Language
		DEVELOPMENTAL SERVICES						
288 L.4.a 288 #5h 288 #1s 288 #14c	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	Phase-in the 172 slots with 43 added quarterly in each year of the biennium	Phase-in the 172 slots with 43 added quarterly in each year of the biennium	Phase-in the 172 slots with 43 added quarterly in each year of the biennium		Phase-in the 172 slots with 43 added quarterly in each year of the biennium

Funds are shown as millions.

FY25-FY26 Biennium State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT	GOVERNOR'S AMENDMENTS	FINAL ADOPTION
288.L4.b 288 #5h 288 #1s 288 #14c	DMAS	Increase the FIS waiver by 1,548 slots in July	120.9 GF 125.9 NGF	Phase-in the 1548 slots with 387 added quarterly in each year of the biennium	Phase-in the 1548 slots with 387 added quarterly in each year of the biennium	Phase-in the 1548 slots with 387 added quarterly in each year of the biennium		Phase-in the 1548 slots with 387 added quarterly in each year of the biennium
288 #5h 288 #14c	DMAS	Increase DD Waiver service rates by 3% each year of biennium		Language		Language		Language
288 #8s	DMAS	Increases rates by 2.1% for Residential Habilitation, Day Habilitation, Other Habilitation, Private Duty and Skilled Nursing, and Transition services. Amount shown does not include Medicaid match amount.			17.6 FY25 19.9 FY26			
288 #17s 288 #11c	DMAS	DMAS to develop guidelines for a statewide Collaborative Care Model Program, in which behavioral health services are delivered in primary care practices. This is to facilitate future Medicaid coverage of this service model (already in 24 states).			Language	Language		Language
292 #1s	DMAS	Requires work with MCOs to standardize policies, procedures, and requirements that CSBs must follow to receive reimbursement for covered Medicaid services. This includes documentation, training and credentialing requirements. Report due to BH Commission 11/1/2025.			Language			
292 #11s	DMAS	Creates a stakeholder group to study use of Medicaid for healthcare services provided in jails.			Language			
295 #2h 295 #4c	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	Reduced to 3 positions		Reduced to 3 positions		Reduced to 3 positions
296 #4s	DBHDS	One-time funding for workforce development and business expansion to grow provider capacity.			1.0 FY25			
		BEHAVIORAL HEALTH						
285 #2h 285 #1c	DMAS	Conditions for licensure of practitioners with authority to prescribe behavioral health meds to children & adolescents		Language		Language		Language

Funds are shown as millions.

FY25-FY26 Biennium State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT	GOVERNOR'S AMENDMENTS	FINAL ADOPTION
288 #12s 288 #9c	DMAS	Increases per diem rate to therapeutic group homes accepting children under EPSDT services by 50% for each year of the biennium.			0.87 GF 1.0 NGF	0.87 GF 1.0 NGF		0.87 GF 1.0 NGF
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	Redirected per 295 #7h			REMOVED	15.0 GF as redirected
295.FF.2	DBHDS	Conduct statewide evaluation of school-based MH services. Report due 6/1/2025.	0.5 FY25					0.5 FY25
296.S 296 #1h	DBHDS	Support for additional expansion of CRCs, CSUs, pharmacy improvements and other initiatives.	33.0 FY25 2.6 FY26	(8.0) FY25 (2.6) FY26				
296 #1h 296 #1c	DBHDS	Repurposes funds from the first year for other BH initiatives. Includes \$2.25M of the repurposed funds annually for a Youth Crisis Receiving Center in Prince William County		8.0 FY25 \$0 FY26		8.0 FY25 \$0 FY26		8.0 FY25 \$0 FY26
296.U	DBHDS	One-time costs of establishing additional mobile crisis teams	10.0 FY25					10.0 FY25
296 #2h 296 #2c	DBHDS	Discharge planning for individuals on Extraordinary Barriers List (EBL) to assist with discharge from state hospitals		6.0 FY25 6.0 FY26		6.0 FY25 6.0 FY26		6.0 FY25 6.0 FY26
295.AA 295.JJ 295 #1h 295 #1c	DBHDS	Funds for a contract to pay costs of supervisory hours needed for LPC or LCSW licensure	0.6 FY25 0.6 FY26					0.6 FY25 0.6 FY26
295 #3s 295 #2c	DBHDS	One-time funds to support establishment of Comprehensive Psychiatric Emergency Programs (CPEPs)	10.0 FY25	REMOVED		REMOVED		
295 #3s 295 #2c	DBHDS	Grow Virginia CSB workforce to support paid internships, clinical supervision hours, loan repayment, and scholarships.			7.5 FY25 7.5 FY26	7.5 FY25 7.5 FY26	3.75 FY25 3.75 FY26	7.5 FY25 7.5 FY26
295 #5h 295 #4s 295 #8c	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	REMOVED	REMOVED	REMOVED		
295 #6h 295 #6s 295 #9c	DBHDS	Requires DBHDS to report annually on CSB performance, billing and workforce data.		Language	Language	Language		Language

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FY25-FY26 Biennium State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT	GOVERNOR'S AMENDMENTS	FINAL ADOPTION
295 #7s 295 #3c	DBHDS	Requires DBHDS to report to the BH Commission by 12/1/2024 regarding anticipated changes to STEP-VA performance measures and benchmarks to be included in CSB Performance Contracts.			Language	Language		Language
295 #8s 295 #9c	DBHDS	Directs DBHDS to complete comprehensive review of CSB Performance Contracts and addendums to define metrics for each service and how DBHDS will monitor and enforce compliance. Report due to BH Commission by 12/1/24, with changes implemented prior to finalization of FY26 contract.			Language	Language		Language
295 #9s 295 #6c	DBHDS	Directs DBHDS to conduct a needs assessment to determine unmet need in each of the 9 STEP-VA services, identify the costs of meeting those needs, and report those findings.			Language	Language		Language
295 #7h 295 #10c	DBHDS	Redirects funding to create school-based health clinics to provide MH, primary medical care, and other health services to students, families and staff within the school.		15.0 FY25 15.0 FY26		15.0 FY25 15.0 FY26		15.0 FY25 15.0 FY26
295 #8h 295 #11C	DBHDS	Directs DBHDS to pilot a process to pay for individuals' expenses if granted a home trial or trial visit after state hospital discharge if no other assistance is available.		Language		Language		Language
	DBHDS	Additional funding for problem gambling treatment programs	0.3 FY25 0.3 FY26					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					8.7 FY25 8.7 FY26
297 #2s 297 #4c	Grants to Localities	Increases funding for State Rental Assistance Program (SRAP) to provide rental subsidies for persons with ID or DD.			1.0 FY25 1.0 FY26	1.0 FY25 1.0 FY26		1.0 FY25 1.0 FY26
297 #3s 297 #5c	Grants to Localities	Funds to help community services boards hire additional staff for crisis stabilization units whose bed capacity is not fully utilized because of a lack of staff.			2.5 FY25 2.5 FY26	2.5 FY25 2.5 FY26	2.0 FY25 2.0 FY26	2.5 FY25 2.5 FY26
297 #2h	Grants to Localities	Adds funding for adult-size changing tables		0.25 FY25 0.25 FY26				

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FY25-FY26 Biennium State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT	GOVERNOR'S AMENDMENTS	FINAL ADOPTION
297 #3h 297 #4s 297 #2c	Grants to Localities	Adds \$1.2M for first 3 steps of STEP-VA, and \$3.3M for the other six steps.		4.5 FY25 4.5 FY26	3.3 FY25 3.3 FY26	4.5 FY25 4.5 FY26	3.3 FY25 3.3 FY26	4.5 FY25 4.5 FY26
297 #4h 297 #3c	Grants to Localities	Funding for child MH services.		2.4 FY25 2.4 FY26		1.2 FY25 1.2 FY26		1.2 FY25 1.2 FY26
297.NN	Grants to Localities	Supports existing and expanding specialty court dockets	0.7 FY25 0.7 FY26					0.7 FY25 0.7 FY26
297.Y.1 297 #1h 297 #1c	Grants to Localities	Annualizes increased funding for Permanent Supportive Housing (PSH) from FY24	30.0 FY25 30.0 FY26	5.0 FY25 5.0 FY26		3.0 FY25 3.0 FY26		3.0 FY25 3.0 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					2.6 FY25 2.6 FY26
		RELATED SERVICES AND ITEMS OF INTEREST						
31 #1s 31 #2c	Supreme Court	Study (w/DBHDS) existing jail diversion programs for SMI and feasibility of implementing an expedited diversion to court-ordered treatment process for diversion of persons with SMI to court-supervised MH treatment.			0.05 FY25	0.05 FY25		0.05 FY25
295.Q	DBHDS	ESH campus language related to CBH maintained.	0.7 FY25 0.7 FY26					0.7 FY25 0.7 FY26
295.V	DBHDS	ESH campus language related to Hope Family Village maintained.	0.7 FY25 0.7 FY26					0.7 FY25 0.7 FY26
301 #1h 295 #1s 301 #1c	MH Treatment Centers	Directs DBHDS to identify existing and/or develop new (if necessary) alternative placements to Commonwealth Center for Children & Adolescents		Language	Language	Language		Language

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