

COLONIAL BEHAVIORAL HEALTH BOARD MEETING

DATE: January 3, 2023

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

CALL TO ORDER: 3:59 p.m.

BOARD MEMBERS PRESENT:

Dr. Al Brassel- York County
Ms. Sheri Newcomb – York County
Ms. Hazel Braxton- Williamsburg
Mr. Ryan Ashe- James City County
Mr. John Collins- York County
Mr. Reynaldo Carpio- York County
Dr. Dawn Ide- Poquoson
Ms. Denise Kirschbaum- James City County
Ms. Erin Otis- James City County
Ms. Donyale Wells – James City County
Col. Roy Witham – James City County

BOARD MEMBERS ABSENT:

Ms. Wendy Evans- Williamsburg
Ms. Crystal Howser – Poquoson
Mr. Steven Miller- York County
Ms. Kristen Nelson- York County

STAFF PRESENT:

Mr. David Coe
Ms. Linda Butler
Ms. Marsha Obremski
Ms. Nancy Parsons
Ms. Chaenn Thomas
Ms. Ashleigh Cooke

GUESTS:

Pat Evers- League of Women
Voters

PUBLIC COMMENT:

Pat Evers, Community Observer, League of Women Voters; no questions or comments.

CONSENT CALENDAR:

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

- Board of Directors Meeting of November 1, 2022

Ms. Hazel Braxton motioned to approve the meeting minutes listed above as presented. The motion was seconded by Mr. John Collins and passed unanimously.

PRESENTATION:

- Historic Triangle Drug Prevention Coalition (HTDPC) and Greater Williamsburg Trauma Informed Care Network- *Sheri Newcomb*
 - Ms. Sheri Newcomb provided a review of both the HTDPC and the GWTICN; Discussion.


EXECUTIVE DIRECTOR'S REPORT:

The Executive Directors Report was provided in writing by Mr. David Coe and distributed to Board Members. Discussion. The following items were also presented in addition to written report:

- Ms. Nancy Parsons presented the financials as of 11/30/22. Discussion.
- Ms. Chaenn Thomas provided a recruitment update, noting that there were 33 vacancies, and 8 positions had been filled. Discussion.

ADJOURNMENT:

Mr. Ryan Ashe made a motion to adjourn, seconded by Ms. Denise Kirschbaum. The motion passed unanimously. The meeting adjourned at 5:19 p.m. The next meeting is scheduled for 4:00 p.m. on February 7th.


Dr. Al Brassel, Chairman
7 March 2023


Hazel Braxton, Secretary

Colonial Behavioral Health Board of Directors Meeting

January 3, 2022, 4:00 P.M.

AGENDA

- I. Welcome and Call to Order
- II. Public Comment
- III. Consent Calendar:
 - Please consider approval of the following meeting minutes:
 - November 1, 2022, Board of Directors Meeting
- IV. Executive Director's Report- *David Coe*
- V. Adjourn

COLONIAL BEHAVIORAL HEALTH BOARD MEETING

DATE: November 1, 2022

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

CALL TO ORDER: 4:00 p.m.

BOARD MEMBERS PRESENT:

Ms. Sheri Newcomb – York County
Ms. Hazel Braxton- Williamsburg
Mr. John Collins- York County
Mr. Reynaldo Carpio- York County
Ms. Denise Kirschbaum-James City County
Ms. Kristen Nelson – York County
Ms. Donyale Wells – James City County
Col. Roy Witham – James City County

BOARD MEMBERS ABSENT:

Mr. Ryan Ashe- James City County
Dr. Al Brassel- York County
Ms. Wendy Evans- Williamsburg
Ms. Crystal Howser – Poquoson
Mr. Steven Miller- York County
Ms. Erin Otis- James City County
Ms. Sherry Wharton – Poquoson

STAFF PRESENT:

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

GUESTS:

Don- League of Women
Voters

PUBLIC COMMENT:

None

CONSENT CALENDAR:

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

- Services and Evaluation Committee Meeting of September 28, 2022
- Board of Directors Meeting of October 4, 2022
- Administration Committee Meeting of October 18, 2022

It was noted that a correction was needed to the October 4, 2022, Board of Directors Meeting Minutes, to reflect that Ms. Kristen Nelson was not present. Ms. Hazel Braxton motioned to approve the minutes, given that correction. The motion was seconded by Mr. John Collins and passed unanimously.

Executive Director's Report:

The Executive Directors Report was provided in writing and distributed to Board Members. Discussion. The following items were also discussed in addition to written report:

- Ms. Kristen Nelson reports that she will reach out to A.C. Cordoza and Tommy Norment's teams to assist with scheduling legislative meetings.
- Mr. Reynaldo Carpio brought to the attention of the Board that the Public Awareness Committee has been unable to meet due to lack of quorum. He expressed that this is becoming an issue; Mr. Coe will address this issue.

Presentation:

Ms. Marsha Obremski presented four 15-second Gas Pump Videos that will be displayed at Gas Pumps throughout our area. Videos highlight lock boxes for medication, the 988 suicide hot-line, substance use, and gambling addiction, informing listeners where they can seek help.

Adjournment:

Mr. John Collins made a motion to adjourn; seconded by Ms. Hazel Braxton. The motion passed unanimously. The meeting adjourned at 5:00 p.m. The next meeting is scheduled for January 3rd at 4:00 p.m.

Dr. Al Brassel, Chairman

Hazel Braxton, Secretary

COLONIAL BEHAVIORAL HEALTH

Executive Director's Report – January 2023

Agency Issues

1. The temporary consolidation of our DD group home population took place in mid-May due to staff shortages. Should those vacancy levels persist, we will be forced to consider possible alternative strategies in the development of our FY 2024 budget.
2. We are currently working on a major revision to the CBH Personnel Policy. Chaenn Thomas is our lead Director on this project. Updates will be provided over the next few months as we move to finalize the draft revisions.
3. Human Resources is currently working to implement critical modules of a HRIS (Human Resource Information System) as the HR Department continues to evolve.

Community Issues

1. We have nothing new to report (positive or negative) regarding our pursuit of surplus property at the old Eastern State campus.
2. Planning meetings related to development of drug and behavioral health court dockets are beginning in earnest during early January. We are pleased to be part of those discussions.
3. With 2022 ending, we are reverting agency logos, email signatures, etc., back to routine branding. Thanks for your support in helping us celebrate 50 years of service!
4. Plans to create of integrated primary care/behavioral health are continuing. We expect significant developments in the next 90-120 days, with Board involvement likely needed within that time frame.

Regional Issues

1. DBHDS has released an RFP for development of new Permanent Supportive Housing programs. We are preparing a response in pursuit of a CSB-operated program locally. The deadline for responses to the RFP is February 17th. A presentation on this model is being prepared for our February board meeting. Linda Butler is our lead Director on this project.
2. Virginia is once again pursuing the Federal designation of CCBHCs (Certified Community Behavioral Health Clinics). DBHDS made application to SAMHSA on December 19th, with CBH in the first “wave” of CSBs seeking to pursue certification. This project is being led by Marsha Obremski, who will make a presentation at the February meeting.

Public Policy

1. We were able to hold meetings with four (4) of our state legislators and/or staff prior to the 2023 GA Session. We are grateful for time afforded to us by Senators Norment and Mason, as well as Delegates Batten and Mullin. Many thanks to our participating Legislative Team members.
2. The Governor's budget plan was released December 15th. A summary of his actions related to behavioral health and developmental services is attached to this report. The same was previously distributed to you in late December.
3. The previously announced Governor's plan for redesigning Virginia's publicly funded MH/SUD/DD system is encapsulated well within his proposed budget.

Respectfully submitted,
David A. Coe

FY 2024 Virginia State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT
		CSB COMPENSATION				
		Not addressed in this budget.				
		STATE SYSTEM				
283.I	HHR Secretary	Cover one-time cost of consultant to assist with behavioral health plan implementation.	0.75			
		DEVELOPMENTAL SERVICES				
304.J.4.a	DMAS	Increase Community Living (CL) waiver slots by an additional 70. Previous budget projected 100; amended here to 170.	5.6 GF 6.3 NGF			
304.J.4.b	DMAS	Increase Family & Individual Supports (FIS) waiver slots by an additional 430. Previous budget projected 500; amended here to 930.	15.1 GF 16.2 NGF			
304.VVVV	DMAS	Seek federal authority to implement telehealth service delivery options under DD waiver system.	Language			
304.XXXX	DMAS	Granted authority to increase payment rates for agency- and consumer-directed personal care, respite and companion services by 5%.	Language			
308.HH	DMAS	Create position to support agency responsibilities regarding management of DD waiver services. Effective 7/2/2023, DMAS will be responsible for all financial analysis, rates and budget related to DD waivers.	0.09 GF 0.09 NGF			
323.B	DBHDS	Salary increases for environmental and food services staff at training centers. These groups were omitted in FY2023 budget.	0.07 GF 0.5 NGF			

Fundss are shown as millions.

FY 2024 Virginia State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT
		BEHAVIORAL HEALTH				
304.WWWW	DMAS	Seek federal authority to expand provider qualifications for peer support services. Also, required to adjust caseload limits for Peer Recovery Specialists to align with DBHDS policies to reflect need to operate in a crisis or ER setting.	Language			
311.HH	DBHDS	Grants to school divisions and public or private providers to contract for provision of school-based MH services.	15.0 GF			
311.MM	DBHDS	Comprehensive psychiatric emergency programs or similar models of psychiatric care in emergency departments. Can be public or private, but must collaborate with local CSB.	20.0 GF			
312.D.1	DBHDS	Expansion of alternative transportation for individuals under a TDO, and creation of alternative custody for individuals under a TDO awaiting transport to an inpatient bed. DBHDS is to develop the plan and contract with entities as necessary (CSBs, private providers, law enforcement, etc.) to implement the program.	10.8 GF			
312.D.2	DBHDS	Contracts with local law enforcement agencies agreeing to use off-duty officers to provide transportation services or assume custody of an individual under a TDO awaiting facility admission.	1.0 GF			
312.H	DBHDS	Additional opioid REVIVE! (nalaxone) kits.	1.4 NGF			
312.O.2	DBHDS	Pilot program to support discharge of primate hospital patients at risk of transfer to state mental hospitals.	1.5 GF			
312.W.1	DBHDS	Expand and modernize crisis services system - additional crisis receiving centers, crisis stabilization units, and enhancements to existing sites. NOTE: Administration officials have indicated that approximately \$19M of this will be devoted to child crisis.	57.5 GF			
312.W.2	DBHDS	Increased administrative costs of enhanced crisis system.	0.85 GF			
312.X	DBHDS	Supervised residential care for SMI individuals, with primary focus on those on Extraordinary Barriers List (EBL) awaiting discharge from state hospitals.	8.0 GF			

Fundss are shown as millions.

FY 2024 Virginia State Budget Development

ITEM #	AGENCY	DESCRIPTION	GOVERNOR	HOUSE	SENATE	CONFERENCE REPORT
312.Y	DBHDS	One-time costs of establishing additional mobile crisis units in underserved areas.	20.0 GF			
318.F	DBHDS	Salary increases for environmental and food services staff at state hospitals. These groups were omitted in FY2023 budget.	8.7 GF			
313	Grants to Localities	THIS ITEM IS SPECIFIC TO CSB FUNDING. <i>No changes from the original biennial budget.</i> This likely means that new funds allocated in this budget will be distributed by RFP unless the General Assembly makes amendments.				
		RELATED SERVICES AND ITEMS OF INTEREST				
311.Q	DBHDS	ESH campus language related to CBH maintained as in previous years.	Language			
311.W	DBHDS	ESH campus language related to Hope Family Village maintained.	Language			

Fundss are shown as millions.



YEAR TO DATE REVENUES AND EXPENDITURES
as of
November 30, 2022

REVENUE

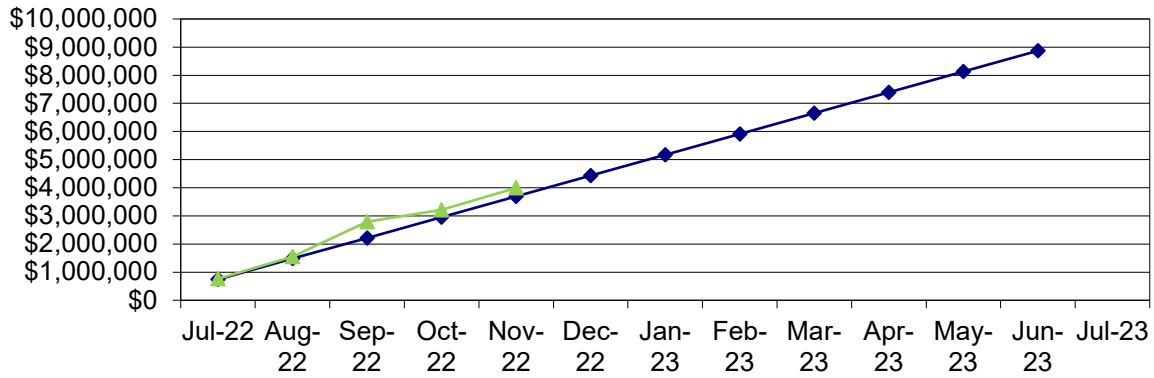
CATEGORY	TOTAL BUDGET	RECEIVED YTD	BUDGET YTD	% RECEIVED	BALANCE
State	\$ 8,869,900	\$ 3,995,191	\$ 3,695,792	108%	\$ 299,399
Local	\$ 3,527,000	1,465,893	1,469,583	100%	\$ (3,691)
Fees	\$ 6,567,737	2,168,283	2,736,557	79%	\$ (568,274)
Grants/Other	\$ 1,247,363	485,554	519,735	93%	\$ (34,180)
Total Revenue	\$ 20,212,000	\$ 8,114,921	\$ 8,421,667	96%	\$ (306,746)

EXPENDITURES

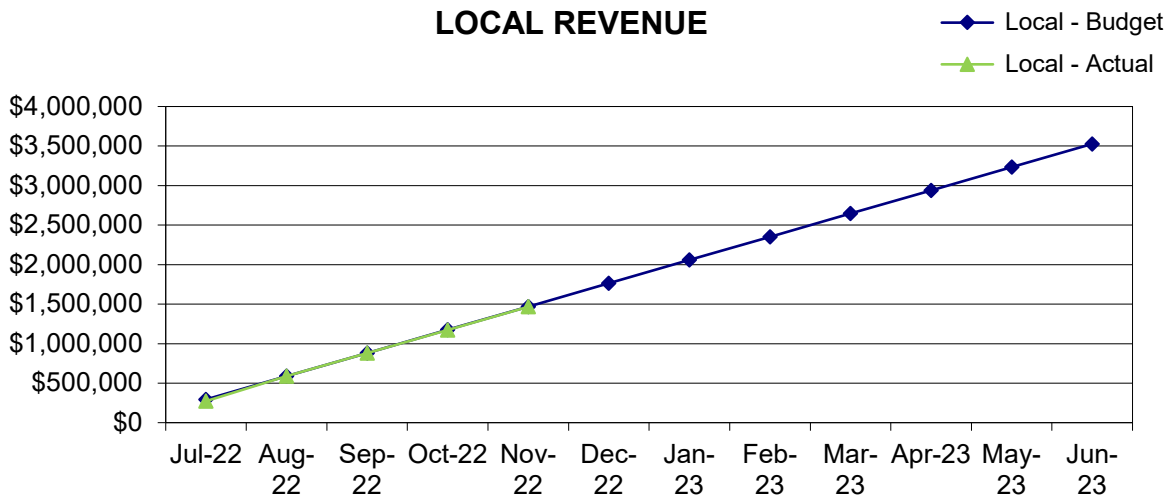
CATEGORY	TOTAL BUDGET	EXPENDED YTD	BUDGET YTD	% EXPENDED	BALANCE
Personnel	\$ 15,946,183	\$ 5,963,803	\$ 6,746,462	88%	\$ 782,659
Staff Development	\$ 69,561	70,266	28,984	242%	(41,282)
Facility	\$ 1,068,026	306,653	445,011	69%	138,358
Equipment and Supplies	\$ 821,421	415,101	342,259	121%	(72,842)
Transportation	\$ 258,617	42,949	107,757	40%	64,808
Consultant and Contractual	\$ 1,856,155	862,164	773,398	111%	(88,766)
Miscellaneous	\$ 192,037	16,907	80,015	21%	63,108
Total Expenditures	\$ 20,212,000	\$ 7,677,843	\$ 8,523,886	90%	\$ 846,043
Operating Margin	\$ -	\$ 437,078	\$ (102,219)	5%	\$ 539,297

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.

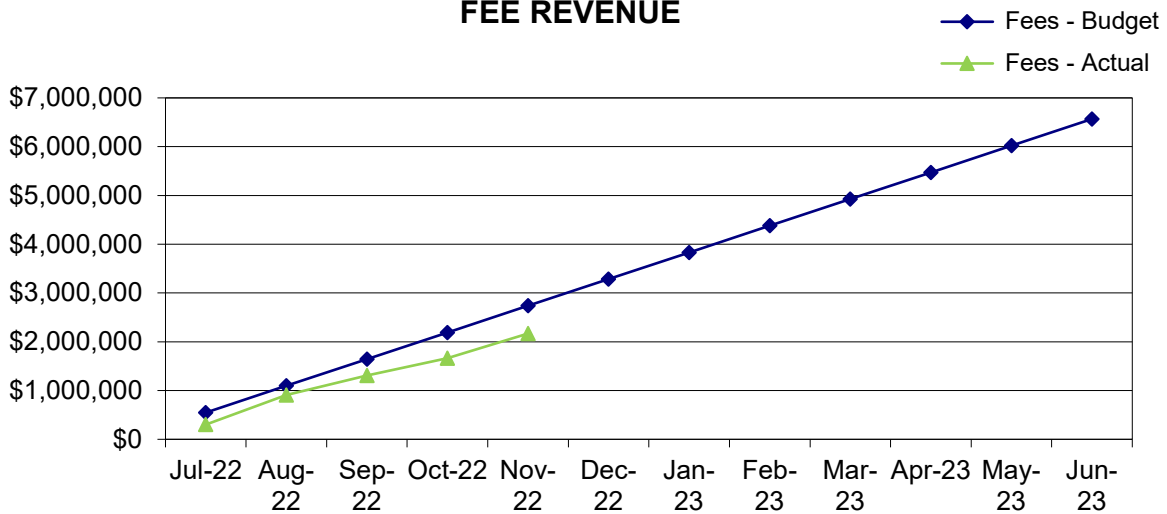
STATE REVENUE



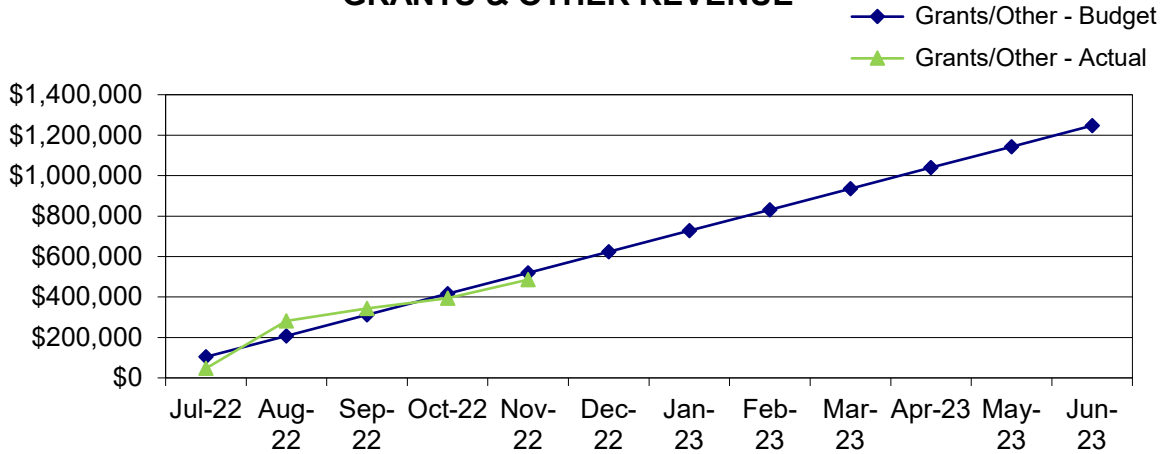
LOCAL REVENUE



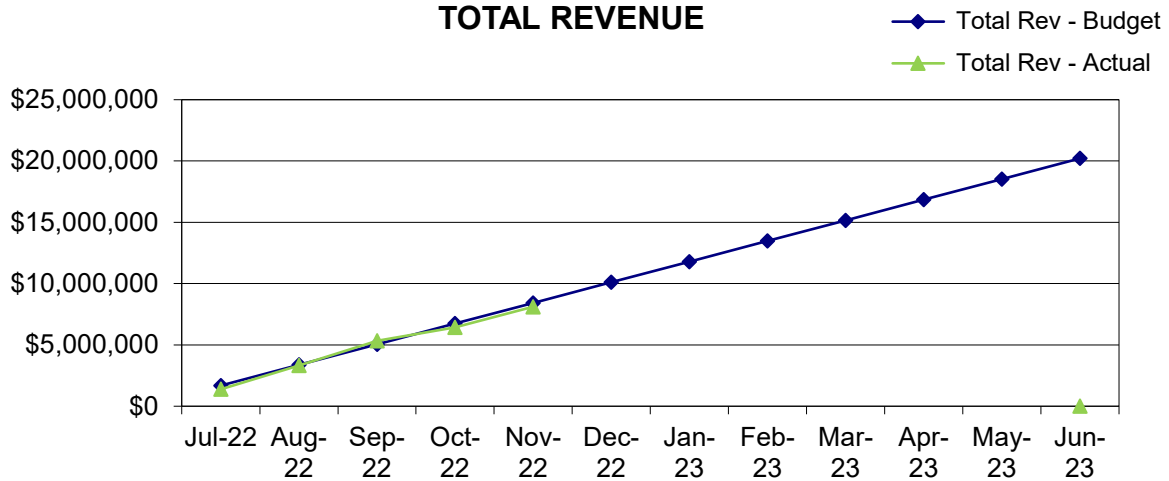
FEE REVENUE



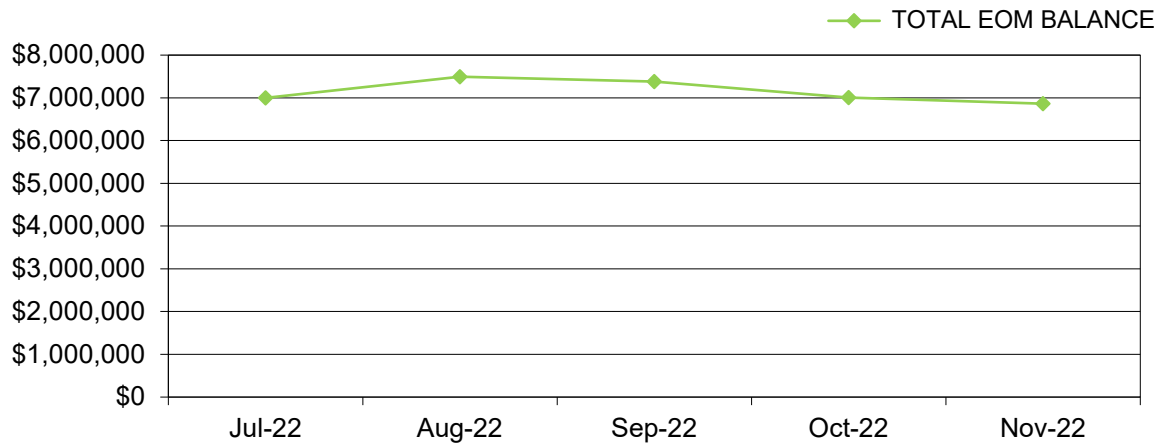
GRANTS & OTHER REVENUE



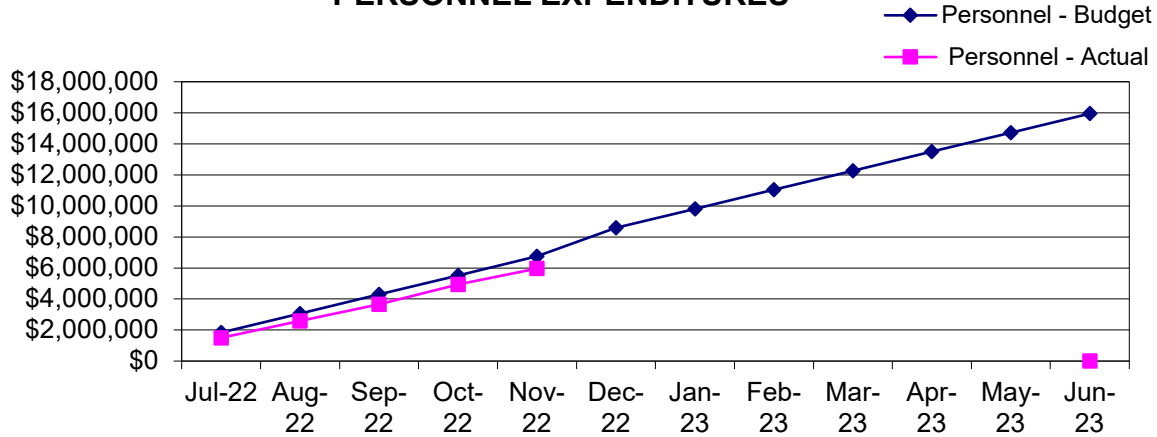
TOTAL REVENUE



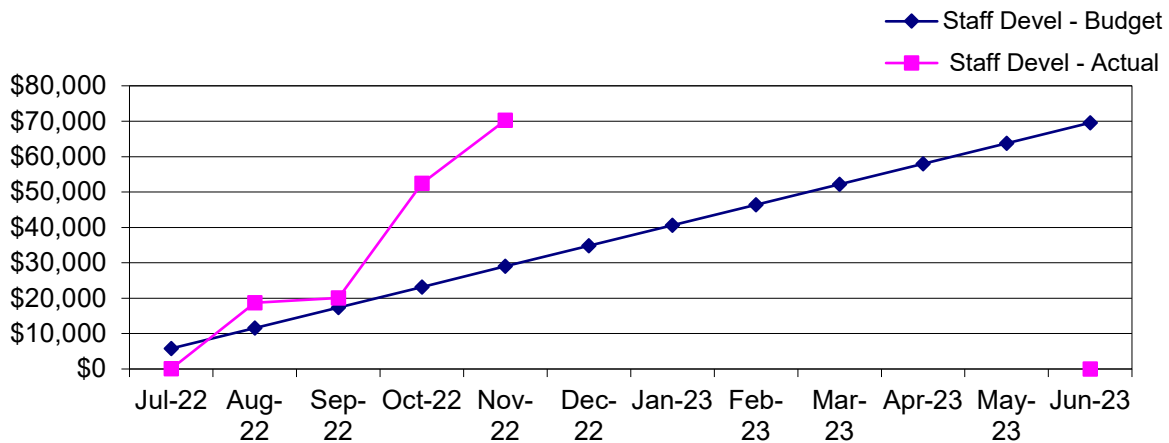
CASH & INVESTMENTS BALANCE



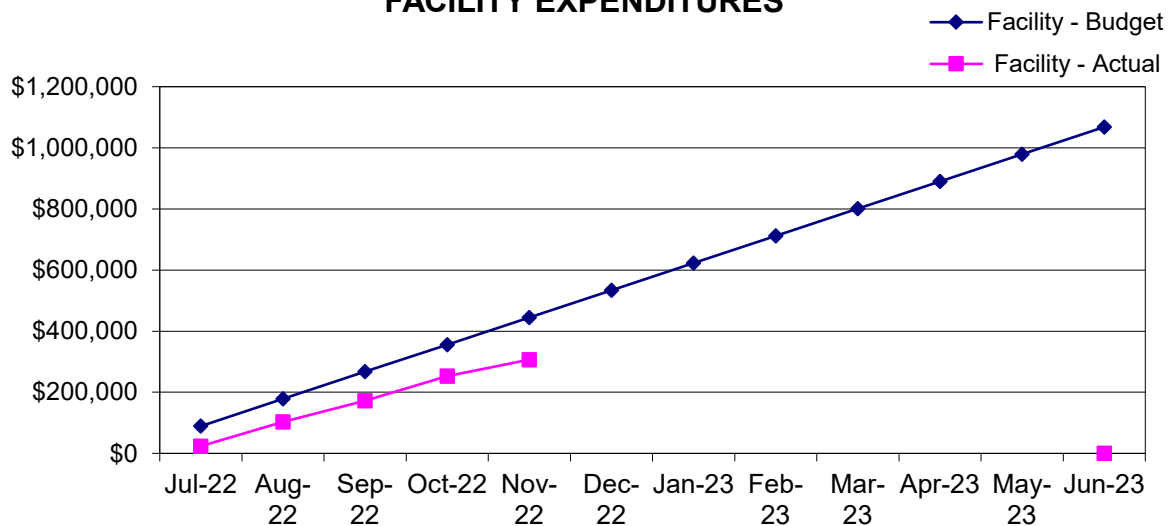
PERSONNEL EXPENDITURES



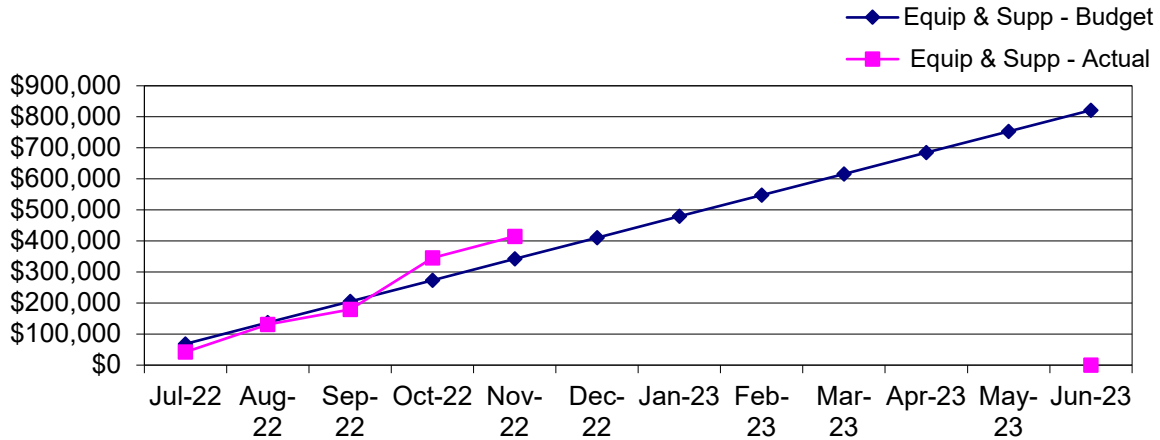
STAFF DEVELOPMENT EXPENDITURES



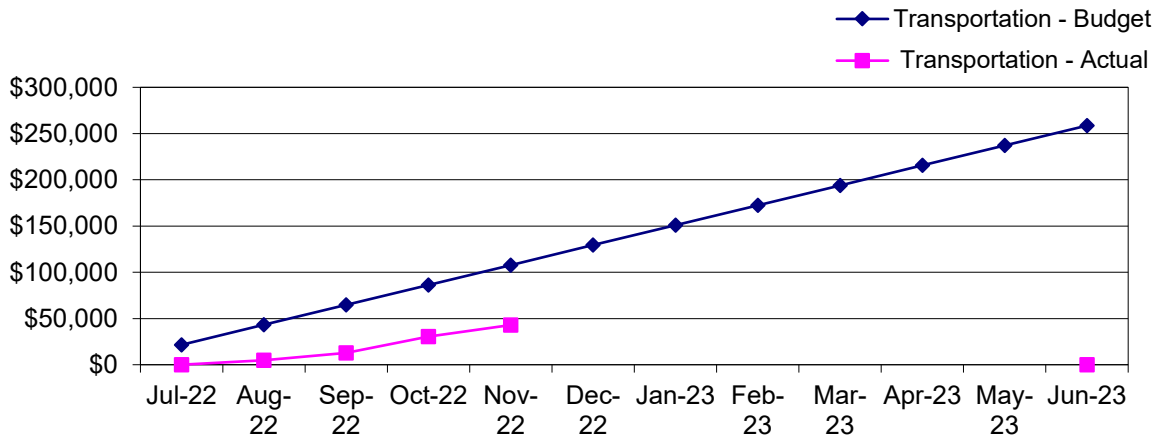
FACILITY EXPENDITURES



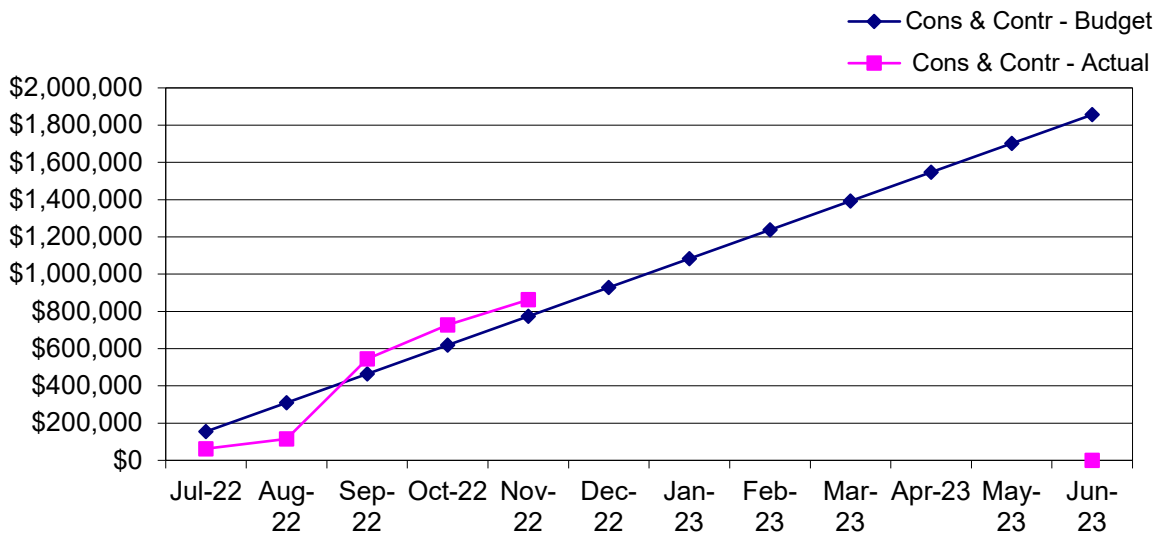
EQUIPMENT & SUPPLIES EXPENDITURES



TRANSPORTATION EXPENDITURES

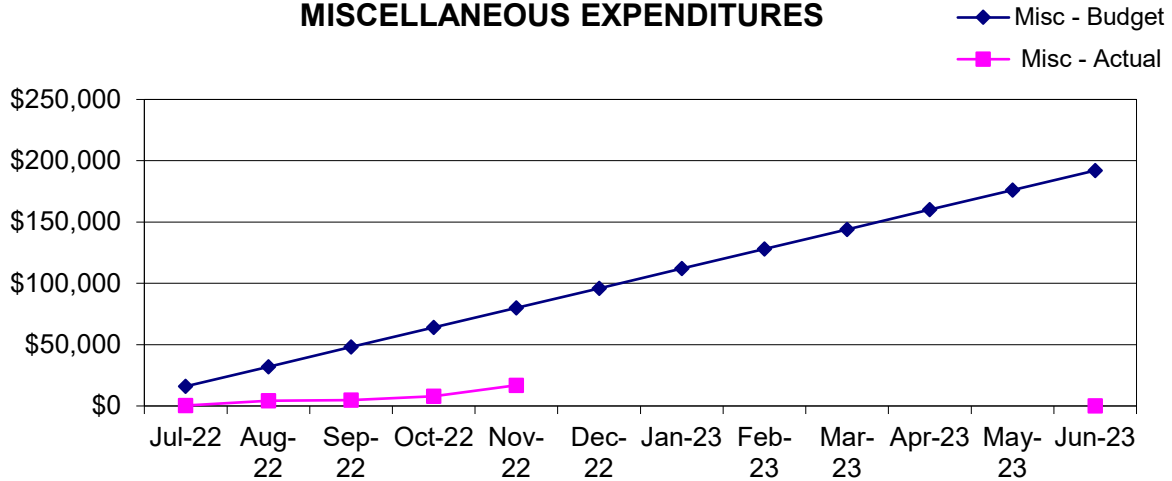


CONSULTANT & CONTRACTUAL EXPENDITURES

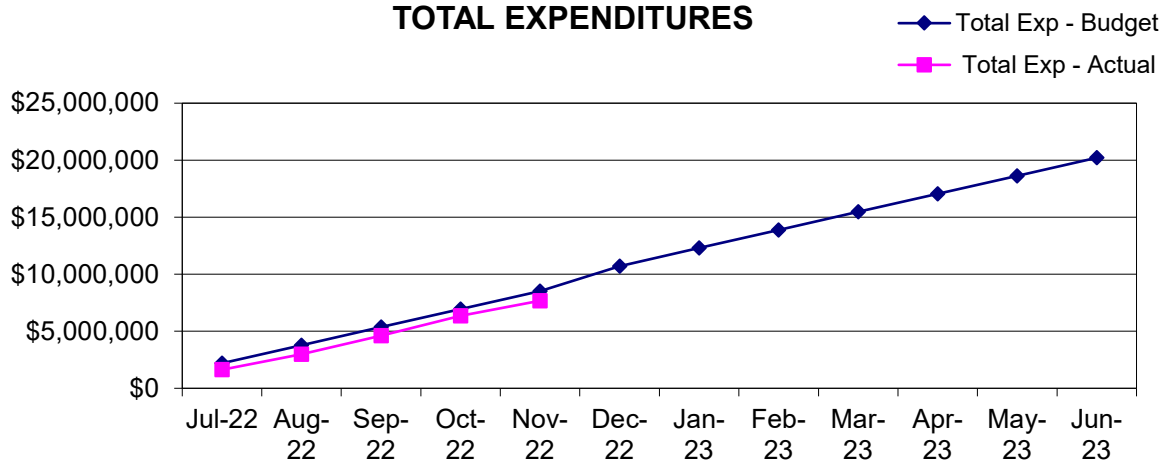


YEAR TO DATE EXPENDITURES
as of
11/30/22

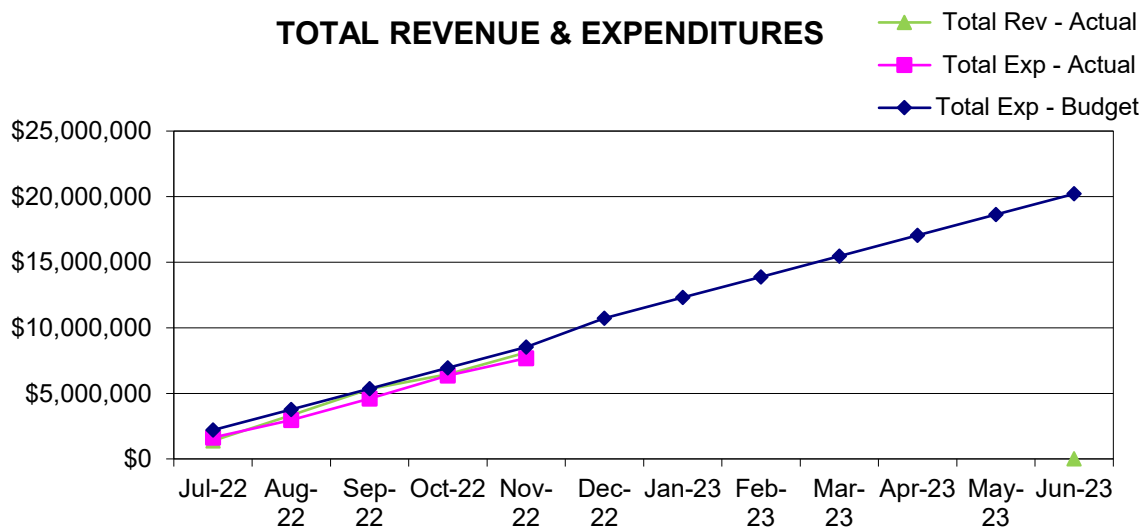
MISCELLANEOUS EXPENDITURES



TOTAL EXPENDITURES



TOTAL REVENUE & EXPENDITURES



Recruiting Overview

Positions Vacant	Number of Vacancies	Positions Filled	External/Internal	Current Vacancies As of 12/21
Case Manager II- DD	3	1	Internal Candidate	2
DSP Residential FT & PT	6	2	External Candidate	4
DSP Day Support	2			2
House Lead- Residential	1			1
Health Information Tech	1			1
Quality Compliance Analyst	1			1
Human Resources Specialist	1	1	Internal Candidate	0
PSR Specialist	1			1
MH-SA Case Manager	1	1	External Candidate	0
Licensed Eligible-ACT	1	1	External Candidate	0
Licensed Eligible- OP	1			1
Licensed Therapist- OP	1			1
Licensed Eligible- C&A	1			1
Case Manager- C & A	1			1
Transitional Case Manager	1	1	External Candidate	0
Licensed Therapist- GWCAC	1			1
Clinical Documentation Specialist	1			1
Family Support Partner	1	1	External Candidate	0
IT Manager	1			1
Emergency Services Manager	1			1
Emergency Specialist	1	1	Internal Candidate	0
Crisis Community Care Specialist	1			1
Administrative Support Speciaist	3	1	External Candidate	2
Total	33	8		23