

Planning District One Behavioral Health Services
Board Meeting – May 24, 2023
Wise County Behavioral Health Services

Board members present: Bobby Cassell, Delores Belcher, Robert Ledford, Margaret Gibson, JoAnna Edds, Judy Roberts and Joey Carico

Board members absent: Mavis Spivey

Staff members present: Sandy O'Dell, Kim Howell, Lisa Kilgore, Megan Herron, Kristie Hammonds, Kim Trantham and Eric Greene

Others present: None

A quorum was present.

- I. Call to order
The meeting was called to order by the Chair, Bobby Cassell
- II. Additions or changes to the agenda
There were no additions or changes to the agenda.
- III. Public Comment
There was no public comment.
- IV. Chair Report
 - Mavis Spivey will not be seeking reappointment to the PD1 Board, with her resignation Margaret Gibson will be appointed as Chair of the Finance Committee.
 - The Finance Committee (Margaret-Chair, Bobby, JoAnna and Joey) will meet at 4:15 on Wednesday, June 28th to discuss the budget.
- V. Secretary's Report
Delores Belcher made a motion to approve the April 26, 2023 minutes as presented, Judy Roberts seconded the motion and it passed unanimously.
- VI. Financial Report
Kristie Hammonds presented the Frontier Health April 2023 financial report.
 - For April FY23 Virginia services had a net of \$29,963 and a net of \$624,145 year-to-date.
 - Virginia is continuing to have a good year with rate enhancements, relatively low turnover, and new programs. Retained earnings were brought into financials for Hawthorne and will be brought in for May with the closing of the Norton building scheduled for May 22nd.
 - Fee for service revenue was up 2.4% from prior year, and down 3.1% from budget.

Margaret Gibson reviewed the April 2023 PD1 financial report and Kim Howell presented it to the board members. Robert Ledford made a motion to file the financial report as presented, JoAnna Edds seconded the motion and it passed unanimously.

VII. Executive Director Report

- Sandy O'Dell discussed the upcoming Finance Committee meeting regarding the budget. The Virginia General Assembly has not approved a state budget, therefore the PD1 budget may need amended once the state budget is finalized.
- Discussed pay increase supplements.
- Discussed several grant applications that were submitted for additional opioid funding.
- Board member surveys were handed out.

VIII. Service Reports

Eric Greene reviewed the March 2023 Mental Health, Substance Abuse and Intellectual Disabilities Statistical report. Outpatient, Case Management and Same Day services numbers showed an increase in March.

Kim Trantham reported VALUES TFC is doing well. There are 8 families serving 9 children.

IX. Service Outcomes

Megan Herron reviewed the service outcomes data with 5 state hospital admissions for April 2023.

X. Frontier Health Report

- Kristie Hammonds reported Frontier Health is celebrating Spirit month and handed out tokens.
- Discussed workforce shortages and an increase of a 5% pay differential for Virginia employees that will begin on June 1st.
- The turnover rate for the 3rd quarter annualized was 19.9% in Virginia and 26% for Frontier Health overall. There are 45 vacancies in Virginia and this reflects new positions and turnover.
- The purchase of the property in Norton closed on May 22nd.
- April was the first month with the new electronic health record, SmartCare.

XI. Executive/Personnel Committee

Delores Belcher made a motion that in accordance with Section §2.2-3711, Subsection A.1 of the Code of Virginia that the board go into closed session to discuss personnel issues, Robert Ledford seconded the motion and it passed unanimously.

Bobby Cassell requested staff and guest to leave the meeting.

Bobby Cassell made a motion to return to regular session, Margaret Gibson seconded the motion and it passed unanimously.

Bobby Cassell polled the board members as to the fact that only personnel issues were discussed in the closed session:

Bobby Cassell	Yes
Delores Belcher	Yes
Margaret Gibson	Yes
Robert Ledford	Yes
Mavis Spivey	Absent
JoAnna Edds	Yes
Joey Carico	Yes
Judy Roberts	Yes

Bobby Cassell stated the Executive Committee met on May 22, 2023, to complete the Executive Director annual evaluation and discuss the Executive Director Contract for FY 2024. The Executive Committee recommends the continued employment of the Executive Director, Sandy O'Dell, under the terms and conditions of the contract and as discussed in closed session. This includes a 5 % pay increase effective July 1, 2023. In addition, if the General Assembly and Governor approves an additional pay raise above the 5 %, the Board approves an additional amount up to 2% for a total of 7%. The Executive Committee recommendation serves as a motion and a second. The motion passed unanimously.

Bobby Cassell stated the Executive/ Personnel Committee met on May 22, 2023, to discuss employee pay raises. The Executive/Personnel Committee recommends a 5 % pay increase for Board employees Kim Howell, Lisa Kilgore and Megan Herron effective July 1, 2023. This includes a 5 % pay increase. In addition, if the General Assembly and Governor approves an additional pay raise above the 5 %, the Board approves an additional amount up to 2% for a total of 7%. The Executive/Personnel Committee recommendation serves as a motion and a second. The motion passed unanimously.

XII. Board Member's Comments

There were no additional comments.

XIII. Date and location of next meeting

The next meeting will be held at Wise County Behavioral Health Services on June 28, 2023 at 5 pm.

XIV. There being no other business, Joey Carico made a motion to adjourn, Margaret Gibson seconded the motion and it passed unanimously.

Respectfully Submitted,



Robert Ledford, Secretary