

Planning District One Behavioral Health Services
Board Meeting – January 24, 2024
Wise County Behavioral Health Services

Board members present: Delores Belcher, Robert Ledford, Margaret Gibson, Susan Widener, Bobby Cassell, JoAnna Edds, Lana Mullins and Joey Carico

Board members absent: None

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

Others present: None

A quorum was present.

- I. Call to order
The meeting was called to order by the Chair, Delores Belcher.
- 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. Secretary's Report
Robert Ledford made a motion to approve the December 1, 2023 minutes as presented, Bobby Cassell seconded the motion and it passed unanimously.
- V. Financial Report
Kristie Hammonds presented the Frontier Health December 2023 financial report
 - For December 2023 Virginia services had a margin of \$25,708 and YTD margin of \$328,788.Robert Ledford reviewed the December 2023 PD1 financial report and Kim Howell presented it to the board members.

Joey Carico made a motion to file the financial report as presented, Margaret Gibson seconded the motion and it passed unanimously.
- VI. Chair Report
 - JoAnna Edds has been appointed to serve her first term to represent Scott County. Ms. Edds was previously serving the unexpired term of Randy Gilmer.
 - Robert Ledford has been reappointed to serve his second term representing Wise County

- The following board members have been appointed to serve on committees for 2024:

Executive and Personnel Committee

Delores Belcher– chair

Margaret Gibson

Robert Ledford

Joey Carico

Finance Committee

Robert Ledford - chair

Susan Widener

Bobby Cassell

Lana Mullins

Nominating Committee

JoAnna Edds - chair

Robert Ledford

Susan Widener

Delores Belcher

- The Frontier Health annual board meeting will be held at the Carnegie Hotel in Johnson City, TN on Saturday, December 7, 2024. The PD1 Board of Directors will decide at the February meeting and decide if Board members would like to attend the Frontier Health or hold a separate meeting.
- The VACSB (Virginia Association of Community Services Boards) is seeking nominations of local CSB board members to serve statewide as Chair, Vice-Chair, Secretary and Treasurer. If any PD1 Board members would like to serve, please contact Sandy O’Dell.

VII. By Laws

Reaffirm signatory authority of Executive Director

Bobby Cassell made a motion to reaffirm the signatory authority of the Executive Director to sign contracts as stated in the PD1 bylaws, Joey Carico seconded the motion and it passed unanimously.

Review of proposed amendments

Sandy O’Dell discussed the two-year review of the PD1 Bylaws. Current Bylaws were handed out with proposed changes as follows:

Section 3. Service Delivery

Since 1981, PD1BHS has contracted with a private provider (Not for Profit) to provide direct services in the Planning District One Service Area. PD1BHS office will manage all contracts including the Performance Contract with DBHDS and provide administrative oversight and support to the Contract Agency.

- A. At least every 8 years, PD1BHS will post an RFP through the EVA Portal of Virginia, requesting proposals for the direct services operated by PD1BHS as the CSB for Lee, Wise, Scott and the City of Norton.
 - a. The RFP will establish key performance elements.
 - b. The contract will be awarded according to the RFP post. Currently the contract is awarded for one year and renewable up to 7 additional years.

- c. The Board of Directors will approve the award and will approve the subsequent contracts with the Provider.
- d. PD1BHS and the Contract Provider will establish monitoring processes, that are consistent with the Performance Contract requirements in the annual contract.

Section 4.

The Bylaws are required to be open for review for 30 days. Discussion of the proposed changes were reviewed and a vote to approve the updates will be held at the February 28 board meeting.

VIII. Executive Director Report

- Sandy O'Dell discussed funding that will be used for salary increases for Virginia Frontier Health staff.
- The Department of Behavioral Health and Developmental Services is conducting an operational review of PD1.
- The Southwest Virginia Legislative reception is scheduled on January 31, 2024, in Richmond, VA. If you would like to attend, please contact the PD1 office.
- Ms. O'Dell handed out and reviewed the FY23 PD1 annual report.

IX. Service Reports

Kim Trantham reviewed the November 2023 Mental Health, Substance Abuse, and Intellectual Disabilities Statistical report. There are no significant changes in the report, Same Day Access (SDA) services are trending up.

X. Service Outcomes

Megan Herron reviewed the service outcomes data. There were 3 state hospital admissions for November 2023 and 1 for December 2023.

XI. Rate Increase

An updated Fee Schedule was presented by Kristie Hammonds reflecting the increase in Medicaid rates. Bobby Cassell made a motion to approve the fee schedule increase as presented, JoAnna Edds seconded the motion and it passed unanimously.

XII. Frontier Health Report

- Kristie Hammonds reported that a CARF accreditation review team is onsite. An exit interview is scheduled for January 26th. Ms. Hammonds will follow up at the February meeting.
- Discussed CCBHC grant funding.
- Overall Frontier Health has a 22.1% turnover rate for the second quarter with Virginia having a 17.7% rate. There are 34 vacancies with 11 of those being new positions. Most case management positions are filled, but there is a need for therapists.

- Proposals for bids for the Wharton and Big Stone Gap location renovations have been sent out and are due February 9th. Ms. Hammonds will follow up at the February meeting.
- Rachel Parson, CFO has resigned effective February 23, 2024. Allen Harris has been named as her replacement and will begin employment on February 5, 2024.
- The RFP for auditing services has been deferred until next year.
- Discussed pay increases and retention bonuses. Virginia has a 5% differential for all Virginia team members and a 10% differential for Case Managers, RN's, Master's therapist, Licensed Therapist

In January 2022:

\$8 million vestment in salaries

- Minimum rate of pay has moved from \$8.32 to \$13.50
- Minimum pay for Case Managers has moved from \$12.66 to \$18.27
- Minimum pay for Master's level therapist has moved from \$17.10 to \$21.75
- Minimum pay for Licensed therapist has moved from \$18.49 to \$23.75

January 15th, 2024

Investing \$3.7 Million in salaries with an additional pay scale revision

- Minimum rate of pay is moving from \$13.50 to \$15.00 (\$31,200)
- Minimum pay for Case Managers has moved from \$18.27 to \$19.50 (\$40,560)
- Minimum pay for Master's level therapist has moved from \$21.75 to \$23.00 (\$47,840)
- Minimum pay for Licensed therapist has moved from \$23.75 to \$27.00 (\$56,160)

XIII. Board Member's Comments

There were no additional comments.

XIV. Date and location of next meeting

The next meeting will be held at Wise County Behavioral Health Services on February 28, 2024 at 5 pm.

XV. There being no other business, Bobby Cassell made a motion to adjourn, Robert Ledford seconded the motion and it passed unanimously.

Respectfully Submitted,



Joseph Carico, Secretary