

Planning District One Behavioral Health Services  
Board Meeting – November 19, 2025  
Lonesome Pine Country Club

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

Board members absent: None

Staff members present: Sandy O'Dell, Kim Howell, Lisa Kilgore, Megan Herron, 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, Margaret Gibson.

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 October 22, 2025 minutes as presented, Joey Carico seconded the motion. The motion passed unanimously.

V. Financial Report

Heather Crouse presented the Frontier Health October 2025 financial report

- For October FY26 Virginia services had a margin of \$1,890 and fiscal YTD margin of \$77,187

Kim Howell presented the October 2025 PD1 financial report to the board members.

- The PD1BHS Administrative office had a margin of \$10,390.56 and a fiscal YTD margin of \$21,919.10

JoAnna Edds made a motion to file the financial report as presented, Robert Ledford seconded the motion and it passed unanimously.

VI. Chair Report

- Margaret Gibson reviewed the retirement letter submitted by Sandy O'Dell and discussed a succession timeline. Joey Carico made a motion to accept the retirement letter of Sandy O'Dell, Bobby Cassell seconded the motion and it passed unanimously.
- The executive committee will meet before the January 28, 2026 meeting. An email will be sent out with details.

VII. Audit Reports

Joey Carico stated the Finance Committee met with Tamara Greear with Clear Point CPAs on November 19, 2025 to discuss the PD1 audit (draft) and reported it was a clean audit meaning there were no significant deficiencies relating to the internal controls. There were no instances of non-compliance material with the financial statements of PD1 and no significant deficiencies relating to federal monies.

Kim Howell reviewed the PD1 audit report with Board members.

Mr. Carico made the recommendation and motions to accept the draft audit as the final financial audit once the single audit is completed and no there are no material differences or changes. The motion was passed unanimously.

Heather Crouse reviewed the Frontier Health audit (draft) report. There were no findings.

VIII. Nominating Committee

Bobby Cassell stated the Nominating Committee met on October 22, 2025 and made the recommendation and motions for the following board members to serve as officers for the 2026 calendar year. The motion passed unanimously.

Chair – Robert Ledford

Vice Chair – Joey Carico

Treasurer – JoAnna Edds

Secretary – Susan Widener

IX. Executive Director Report

- Sandy O'Dell thanked Margaret Gibson for serving as Board chair and presented her with a token of appreciation.
- Ms. O'Dell thanked the Board of Directors and Frontier Health staff for their service during the past year.
- Renovations at Addington Hall are scheduled to be completed in December. A final inspection has been scheduled for December 3<sup>rd</sup>.
- There have not been any updates on funding formula changes for state general funds from DBHDS.

X. Service Report

Kim Trantham reviewed the Mental Health, Substance Abuse, and Intellectual Disabilities Statistical unit report for October 2025. Numbers have remained steady in all services.

VALUES therapeutic foster care is serving 14 children in 12 homes with 5 families in training.

XI. Service Outcomes

- Megan Herron reviewed the service outcomes data report. There were 3 adult state hospital admissions for October 2025.

XII. Frontier Health Report

- Heather Crouse reported Frontier Health has a 15% turnover rate. There are 38 vacancies in Virginia with 10 of those being new positions and 28 are replacement positions. Ms. Crouse discussed recruitment, scholarships and a paid internship program that will begin in 2026 for second-year master level clinicians.
- Discussed crisis continuum services and the impact the service has had in the reduction of hospitalizations.
- Discussed parolee services.
- Ms. Crouse invited the PD1 Board of Directors to attend the Frontier Health board meeting on December 6, 2025, in Abingdon, VA at the Martha Washington Inn.

XIII. Board Member's Comments

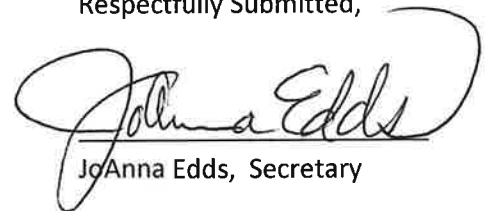
There were no additional comments.

XIV. Date and location of next meeting

The next meeting will be held on Wednesday, January 28, 2026 at 5 pm at Community Connections.

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

Respectfully Submitted,



JoAnna Edds, Secretary