

Meeting Minutes



6:30 p.m.	<u>Call to Order</u> Chairwoman Seal called the meeting to order at 6:30 pm.
6:30 p.m.	<u>Roll Call</u> Ms. Hannigan completed the roll call. <u>Board Members Present:</u> Chairwoman Dominika Seal Treasurer Reverend David Howard Ms. Sherry Arey Dr. Philip Pate Ms. Linda Bodkin Ms. Deborah Rockwell Vice Chairwoman Sandra Dunkle Mr. McArthur Payne Ms. Elisabeth Alger Ms. Lisa Goshen Ms. Jennifer Coker Chief Kahle Magalis <u>Board Members Absent</u> Mr. Guss Morrison <u>Staff Present</u> Mr. Mike Elwell Ms. Andrea Bieber Ms. Alexandra Hannigan Ms. Ashley Bailey Ms. Denise Acker Ms. Katie Heritage Mr. Alexander Waddell Mr. Tim May Mr. Dylan Glass
6:35 p.m.	<u>Approval of Minutes/Agenda</u> Vice Chairwoman Sandra Dunkle made a Motion to Approve the Minutes of the March 16 th , 2022 meeting with it noted that Ms. Pandit is a Psychiatrist, not a Psychologist. Ms. Hannigan stated she would correct the minutes to reflect that adjustment. Mr. MacArthur Payne seconded, and the motion carried.

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📅 **Date:** April 20, 2022
🕒 **Time:** 6:30 p.m.

6:40 p.m.	<p><u>Opening Comments/Welcome</u></p> <p>Chairwoman Seal welcomed everyone back to in-person meetings. She also introduced and welcomed Chief Kahle Magalis as our newest Board member appointed by Warren County.</p>
6:45 p.m.	<p><u>New Employee Introduction</u></p> <p>Mr. Elwell introduced new employees who were present via Zoom to the Board.</p>
6:50 p.m.	<p><u>Public Comments</u></p> <p>None.</p>
7:00 p.m.	<p>Committee Reports</p> <p><u>Executive Committee</u></p> <p>Chairwoman Seal thanked everyone for their assistance at the prior Board meeting during Executive Session. She stated the decision was made to continue to hold off on imposing the vaccine mandate and stated the need to implement this would be evaluated again in three months.</p> <p><u>Property/Program Committee</u></p> <ul style="list-style-type: none">• Page Clinic Purchase <p>Mr. Heritage came back to the Board after discussions with the owner of the Page Clinic. The Board agreed to allow staff to continue in conversations with the owner to purchase the Page Clinic.</p> <ul style="list-style-type: none">• Frederick Clinic Closing <p>Ms. Heritage was happy to report that the Frederick County clinic loan had closed on April 1st. A project team has been put together to begin working on the details. The clinic will be up and operation by the beginning of November of 2022.</p> <p><u>Human Resources/Finance Committee</u></p> <p>Reverend Howard welcomed new Board member Chief Magalis and new Agency CFO, Greg Gutmeir to the Board. He also echoed Chairwoman Seal's comment of being thankful for in person meetings resuming. Reverend Howard provided an update on the Agency's finance picture and notified the Board that Mr. Gutmeir would be meeting with the auditors this week.</p> <p><u>Governance/Public Relations Committee</u></p> <ul style="list-style-type: none">• Website Update / Presentation <p>Committee Chair, Ms. Jennifer Coker, gave a brief update on the website. Ms. Heritage will be meeting with website developers over the coming weeks and will provide an update once more information is gathered.</p>
7:30 p.m.	<p><u>Executive Director Report</u></p> <ul style="list-style-type: none">• COVID Update

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Mr. Elwell reported that the NWCSB catchment area is still green for exposures. With this update in data, the mask requirement has been dropped in admin areas. Masks are still required in clinic areas.

- **Mandated Vaccine Resolution**

Mr. Elwell and the Board agreed to withhold the mandated COVID vaccine resolution for another several months and revisit again at a later date.

- **Infrastructure Updates**

Mr. Elwell thanked the Board for the infrastructure updates to include administrative staff to support the Agency's growth, the funds to purchase Munis and the funds to update the website.

- **Behavioral Health Docket Program Update**

The Behavioral Health Docket program has not begun seeing clients yet, but the funds have been drawn down and staffing is in place and ready to begin seeing clients.

- **Crisis Services Update**

Mr. Elwell reported that there is a Crisis "Crisis" across the State of Virginia due to a flawed system, and the level of difficulty the job brings. The Crisis department of Northwestern currently only has five pre-screeners. Mr. Elwell has enacted measures to continue to keep the current pre-screeners and help with recruitment for new staff. Several other program leaders and staff within NWCSB have volunteered to become licensed as a pre-screeners to help offset the Agency's critical need to file and retain these positions.

7:45 p.m. **Program Presentation - "Drug Court"**

A "Drug Court" Presentation was given by Ms. Ashley Bailey.

8:00 p.m. **Other Business/Questions**

None.

8:15 p.m. **Executive Session**

Vice Chairwoman Sandra Dunkle moved to go into Executive Session pursuant to Virginia Code Section 2.2-3711, to discuss personnel matters and acquisition or disposal of public property. Dr Pate seconded, and the motion carried.

CERTIFICATION OF CLOSED MEETING: WHEREAS, the Northwestern Community Services Board has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and WHEREAS, Code of Virginia section 2.2-3712.D requires certification by this Board that such closed meeting was conducted in

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conformity with Virginia law; now, therefore, be it RESOLVED by the Northwestern Community Services Board members this 20th day of April 2022, that the Board certifies that, to the best of each member's knowledge (i) identified the subject matter, (ii) stated the purpose of the meeting and (iii) made specific reference to the applicable exemption from open meeting requirements.

8:45 p.m.

Adjourn

The meeting was adjourned by Chairwoman Seal at 8:54.

GIVEN UNDER MY HAND, this 18th Day of May, 2022.

Alex Hannigan

Alexandra E. Hannigan, Administrative Office Manager