




Northwestern Community Services Board




 **Location:** Warren Clinic 2nd Floor Board Room
 **Date:** February 16, 2022
 **Time:** 6:30 p.m.

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 VIA Zoom:</u> <div> Chairwoman Dominika Seal Treasurer Reverend David Howard Ms. Sherry Arey Dr. Philip Pate Ms. Jennifer Coker Mr. Guss Morrison </div> <div> Vice Chairwoman Sandra Dunkle Mr. MacArthur Payne Ms. Elisabeth Alger Ms. Lisa Goshen Ms. Deborah Rockwell Ms. Linda Bodkin </div> <u>Staff Present VIA Zoom:</u> <div> Mr. Mike Elwell Ms. Andrea Bieber Ms. Alexandra Hannigan </div> <div> Ms. Katie Heritage Mr. Alexander Waddell </div> <u>Additional People Present VIA Zoom:</u> Chief Kahle Magalis
6:35 p.m.	<u>Approval of Minutes/Agenda</u> Chairwoman Seal made a Motion to Approve the Minutes of the January 19 th , 2022 Meeting. Vice Chairwoman Dunkle seconded and the motion carried. Chairwoman Seal made a Motion to Approve the Minutes of the January 26 th , 2022 Special Meeting, Elisabeth Alger seconded and the motion carried.

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6:40 p.m.	<u>Opening Comments/Welcome</u> Chairwoman Seal welcomed everyone especially the new Board Members, Ms. Linda Bodkin and Mr. MacArthur Payne. A special welcome was also given to Chief Kahle Magalis, a prospective Board Member from Warren County.
6:45 p.m.	<u>New Employee Introduction</u> Mr. Elwell introduced new employees who were present via Zoom to the Board.
6:50 p.m.	<u>Public Comments</u> None.
7:00 p.m.	<u>Committee Reports</u> <ul style="list-style-type: none"> <u>Executive Committee</u> Chairwoman Seal stated the Executive Committee had nothing to report, but all is on schedule and doing well. <u>Property/Program Committee</u> None. <u>Human Resources/Finance Committee</u> Reverend Howard stated the Board would be receiving a Financial Report by the end of the week and that an interim audit will be performed. Reverend Howard advised that the CFO search continues. He provided a brief update on the HR reorganization and that the HR department will now be fully staffed as of March 1st, 2022. <u>Governance/Public Relations Committee</u> None.
7:30 p.m.	<u>Executive Director Report</u> Mr. Elwell began by going over the area's COVID statistics and providing an update on the new masking policy. He stated that staff COVID exposures have seemed to decrease. Mr. Elwell advised that he would be meeting with the new DBHS Commissioner to discuss each of the individual CBS's needs. Mr. Elwell discussed the Page Clinic and the possible opportunity for Northwestern to purchase the building. After discussion, a motion to pursue further conversations about the Page Clinic purchase and report back to the Board was made by Ms. Dunkle, seconded by Mr. Morrison and the motion carried.
7:45 p.m.	<u>Program Presentation</u> A Board Member Orientation Presentation was given by Ms. Katie Heritage.

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7:55 p.m.	<u>Other Business/Questions</u> <ul style="list-style-type: none">• Client Bequest <p>Ms. Heritage notified the Board that a long-time client of Northwestern's passed away and left PSR a bequest. Ms. Heritage is going to confirm the exact bequest amount and bring that back to the Board. Ms. Andrea Bieber and Ms. Megan Click will be working on ideas of how to utilize those funds.</p>
8:00 p.m.	<u>Executive Session (Optional)</u> <p>No Executive Session was advertised pursuant to the Code of Va.</p>
8:15 p.m.	<u>Adjourn</u> <p>The Meeting was adjourned by Chairwoman Seal at 7:39 PM.</p>

GIVEN UNDER MY HAND, this 16th Day of March, 2022.



Alexandra E. Hannigan, Administrative Office Manager