

Meeting Minutes



6:30 p.m.	<p><u>Call to Order</u></p> <p>Chairwoman Seal called the meeting to order at 6:35 p.m.</p>																				
6:30 p.m.	<p><u>Roll Call</u></p> <p>Ms. Hannigan completed the roll call.</p> <p><u>Board Members Present:</u></p> <table border="0"> <tr> <td>Chairwoman Dominika Seal</td> <td>Vice Chairwoman Sandra Dunkle</td> </tr> <tr> <td>Treasurer Reverend David Howard</td> <td>Mr. MacArthur Payn</td> </tr> <tr> <td>Ms. Sherry Arey</td> <td>Dr. Philip Pate</td> </tr> <tr> <td>Ms. Lisa Goshen</td> <td>Ms. Linda Bodkin</td> </tr> <tr> <td>Ms. Deborah Rockwell</td> <td>Chief Kahle Magalis</td> </tr> </table> <p><u>Board Members Present via Zoom:</u></p> <p>Ms. Jennifer Coker</p> <p><u>Board Members Absent:</u></p> <table border="0"> <tr> <td>Mr. Guss Morrison</td> <td>Ms. Elisabeth Alger</td> </tr> </table> <p><u>Staff Present:</u></p> <table border="0"> <tr> <td>Mr. Mike Elwell</td> <td>Ms. Katie Heritage</td> </tr> <tr> <td>Ms. Andrea Bieber</td> <td>Ms. Alexandra Hannigan</td> </tr> <tr> <td>Mr. Dave Winston</td> <td></td> </tr> </table> <p><u>Staff Present via Zoom:</u></p> <table border="0"> <tr> <td>Mr. Alexander Waddell</td> <td>Mr. Frank Peltier</td> </tr> </table>	Chairwoman Dominika Seal	Vice Chairwoman Sandra Dunkle	Treasurer Reverend David Howard	Mr. MacArthur Payn	Ms. Sherry Arey	Dr. Philip Pate	Ms. Lisa Goshen	Ms. Linda Bodkin	Ms. Deborah Rockwell	Chief Kahle Magalis	Mr. Guss Morrison	Ms. Elisabeth Alger	Mr. Mike Elwell	Ms. Katie Heritage	Ms. Andrea Bieber	Ms. Alexandra Hannigan	Mr. Dave Winston		Mr. Alexander Waddell	Mr. Frank Peltier
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6:35 p.m.	<p><u>Approval of Minutes/Agenda</u></p> <p>Vice Chairwoman Sandra Dunkle made a Motion to Approve the Minutes of the April 20th, 2022 meeting. Dr. Philip Pate seconded, and the motion carried.</p>																				

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6:40 p.m.	<u>Opening Comments/Welcome</u> Chairwoman Seal welcomed all in attendance.
6:45 p.m.	<u>New Employee Introduction</u> Mr. Elwell introduced new employees who were present via Zoom.
6:50 p.m.	<u>Public Comments</u> None.
7:00 p.m.	<u>Committee Reports</u> <u>Executive Committee</u> Chairwoman Seal reminded the Board that the June meeting will consist of budget talks, and there will be no meeting in July. As discussed at the previous month's meeting, the Board will re-visit the vaccine mandate in 90 days. After reviewing the calendar, Chairwoman Seal stated we will review the vaccine mandate at the August meeting. <u>Property/Program Committee</u> <ul style="list-style-type: none">• Page Clinic Contract & Resolution Program Chair, Ms. Deborah Rockwell, told the Board that if any members had specific requests for Programs they'd like to learn more about to please let her or Andrea Bieber know. Ms. Katie Heritage was pleased to report that the owner of the building at 136 General Drive in Luray accepted the Board's offer to purchase the building. Ms. Rockwell made a motion to authorize the Executive Director to execute a purchase and sale agreement by and between Court Investments, LLC., Seller and Northwestern Community Services Board, Purchaser for the purchase of 136 General Drive, Luray, VA 22835. Chairwoman Seal seconded, and the motion carried. Ms. Rockwell made a motion to adopt a resolution to apply for a loan from the United States Department of Agriculture to purchase the Luray property for the purpose of serving the community. Chief Kahle Magalis seconded, and the motion carried.• Northern Clinic Update Ms. Heritage gave a project update on the Northern clinic. The project is moving along as anticipated. Renovations have begun and the building layout is close to being finalized. Ms. Heritage reported that she will be meeting with Interstate Moving in June to discuss the details of moving. A pilot transportation program is underway.• Northern Clinic Branding/Naming Ms. Heritage asked the Board members to be thinking of how the new clinic can be branded. This item will be discussed at next month's Board Meeting.

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	<p><u>Human Resources/Finance Committee</u></p> <p>Reverend Howard gave an overview of the Benefits presentation given by the HR staff during the HR/Finance committee meeting. Reverend Howard also talked about the Agency's finances and that the budget preparations have begun for 2023. He reported that the Agency is still awaiting the state to finalize their budget for the upcoming fiscal year.</p> <p><u>Governance/Public Relations Committee</u></p> <ul style="list-style-type: none">• Website Update <p>Committee Chair, Jennifer Coker, reminded Board members that it's not too early to begin thinking about nominations for Executive Committee for 2023. Ms. Heritage gave an update on the website. She will bring before the committee next month, proposals that were received and a recommendation from staff.</p>
7:30 p.m.	<p><u>Executive Director Report</u></p> <ul style="list-style-type: none">• Crisis System Update <p>Mr. Elwell reported that although he put out the immediate fire in the Crisis department, there is still an on-going problem with recruiting and retaining staff within Crisis. Several program managers have stepped up to fill the voids which then leaves vacancies in other programs. Mr. Elwell notified the Board of a community summit which will take place later this month surrounding the issue of children within the foster care system on the verge of crisis. This community summit will include presentations from Winchester Medical Staff, Department of Social Services staff, and NWCSB Crisis Pre-Screeners.</p> <ul style="list-style-type: none">• DBHDS Updates <p>Mr. Elwell informed the Board that the DBHDS Commissioner will visit the Agency on June 1st. This meeting will consist of lunch with the commissioner and time to meet the Program Services managers.</p> <ul style="list-style-type: none">• Staff Recruitment and Retention <p>Staff recruitment and retention has continued to plague the Agency. Mr. Elwell reported that low wages and high health insurance costs are large factors that are contributing to this issue.</p>
7:45 p.m.	<p><u>Program Presentation – "Agency Organization"</u></p> <p>Ms. Andrea Bieber gave a presentation about Program Services Organization.</p>
8:15 p.m.	<p><u>Other Business/Questions</u></p> <ul style="list-style-type: none">• National Honors Society Donation


Northwestern Community Services Board

🏠 **Location:** Warren Clinic 2nd Floor Board Room
📅 **Date:** May 18, 2022
🕒 **Time:** 6:30 p.m.

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	Dr. Pate made a motion to approve the receipt of a philanthropic donation from the Warren County High School's National Honor Society in the amount of \$400.00. Mr. Howard seconded, and the motion carried.
8:30 p.m.	<u>Adjourn</u> The meeting was adjourned by Chairwoman Seal at 8:18 p.m.

GIVEN UNDER MY HAND, this 15th Day of June, 2022.



Alexandra E. Hannigan, Administrative Office Manager