



BOARD OF DIRECTORS – REGULAR MEETING

Wednesday, January 17, 2024, 6:00 PM

Attendees: Elizabeth Alger, Jennifer Coker, Sandra Dunkle, Charolette Eriksson, Lisa Goshen, Katie Jordan, Kahle Magalis, Mary Orndorf, Chris Rinker

Agenda	Owner
1. Call to Order, Opening Comments and Welcome Ms. Dunkle welcomed new board member, Kate Jordan, who is a Winchester Old Town enthusiast at 6:10pm	Dunkle
2. Approval of Minutes Ms. Coker moved to approve the minutes. The motion seconded and passed.	Dunkle
3. Approval of Agenda Ms. Dunkle moved to amend the agenda adding a closed session. The motion was seconded and carried.	Dunkle
4. Statement of Issues/Concerns None.	All Directors
5. Public Comment There was no public comment.	All
6. Reports a. <i>Board Committees</i> i. <i>Executive Committee</i> The committee discussed the agenda and revised the agenda. ii. <i>Executive Director Search Committee</i> Directors Coker, Goshen and Magalis have been appointed to serve on this committee. b. <i>CEO Report</i> The item was inadvertently skipped.	Dunkle Coker McClure
Executive Session Executive session began at 6:26 pm to discuss personnel matters pursuant to Virginia Code Section 2.2-3711. The discussion during the executive session was held in accordance with the stated purpose and was certified by the attendees. The board returned to open session.	
7. Old Business There was no old business to discuss.	Dunkle
8. New Business a) <i>Annual leave policy</i> Ms. McClure updated the board on the revised HR manual, seeking approval for policies that significantly differed from the current ones. Currently, the annual leave policy mandates forfeiting unused leave exceeding 70-150 hours at year-end, based on tenure. McClure	McClure



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<p>proposed replacing this with a 300-hour accrual cap that is administratively simpler while also affording employees greater ability to prepare for significant life events. Chief Rinker moved to approve the proposed change to the annual leave policy. The motion was seconded and carried.</p> <p><i>b) Parental leave policy</i> Ms. McClure proposed to grant up to 120 hours of special leave to new parents with a cap of \$5000 benefit per person per year. Chief Rinker moved to approve the policy. The motion was seconded and carried.</p> <p><i>c) Position request - Director of Clinical Operations</i> Ms. McClure requested the approval of a Director of Clinical Operations to oversee office-based services. Ms. Jordan moved to approve the position of Director of Clinical Operations. The motion was seconded and carried after discussion.</p> <p><i>d) Position request- Director of Community-Based Service</i> Chief Magalis moved to approve the position of Director of Community-Based Services. The motion was seconded and carried after discussion.</p>	
9. Announcements	All
<p>10. Call to Adjourn Chief Magalis moved to adjourn the meeting at 7:55pm. The motion was seconded and carried.</p>	Dunkle