



BOARD OF DIRECTORS – REGULAR MEETING
Wednesday, April 17, 2024, 6:00 PM

Meeting Minutes	
1. Call to Order, Opening Comments and Welcome Ms. Dunkle called the meeting to order at 6:10 PM.	Dunkle
2. Roll Call <u>Board Members Present</u> Elisabeth Alger, Sharon Surratt, Charolette Eriksson, Sandra Dunkle, Chris Rinker, Kelly Storey, Lisa Goshen, Mary Orndorff, Katie Jordan, Kahle Magalis, Sara Dorr <u>Board Members Absent</u> Bisma Y. Sheikh <u>Board Members Monitoring Virtually</u> Jennifer Coker (business trip)	Executive Assistant
3. Approval of Minutes March 20, 2024: Ms. Alger motioned. Ms. Goshen seconded. Motion Passed. Mr. Magalis recused himself from the vote due to his absence at the March 20, 2024 meeting.	Dunkle
4. Approval of Agenda Ms. Alger motioned. Ms. Goshen seconded. Motion passed.	Dunkle
5. Statement of Issues/Concerns <ol style="list-style-type: none"> Ms. Alger asked if the NWCSB CIT data in the “Virginia Association of Community Services Boards 2023 Annual Report” was correct or an oversight. The information on page 9 of the report says NWCSB had 0 CITs, but that information was an oversight. The CITs were estimated to be around 80-100 in 2023. Mr. Rinker thanked NWCSB for its continued partnership with Allied Transportation. The program continues to grow and develop, and everyone seems committed to making it successful. 	All
6. Public Comment	Public



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None	
<p>7. Executive Session</p> <p>Ms. Dunkle asked for a motion to enter closed session. Ms. Alger motioned. Ms. Goshen seconded. Motion passed and the board entered closed session at 6:20 PM to discuss personnel matters related to the ED search and selection pursuant to Virginia Code Section 2.2-3711.</p> <p>Roll call vote was held to end closed session pursuant to Virginia Code 2.2-3712, verifying that “only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body”.</p> <p>Elisabeth Alger: Aye, Sharon Surratt: Aye, Charolette Eriksson: Aye, Sandra Dunkle: Aye, Chris Rinker: Aye, Kelly Storey: Aye, Lisa Goshen: Aye, Mary Orndorff: Aye, Katie Jordan: Aye, Kahle Magalis: Aye Nayes: 0</p> <p>The board returned to open session at 6:53 PM.</p>	
<p>8. Any Motions from Closed Session</p> <p>None</p>	
<p>9. Reports</p> <p>a. CEO</p> <ul style="list-style-type: none"> i. Ms. Bieber discussed the meetings that the interim committee has attended since the last meeting. She focused on the DD Waiver Expansion and Senate Bill 34. Emergency Services. ii. NWCSB has recently entered an MOU with Shenandoah County Sheriff’s Office. Working together to pair law enforcement with mental health service providers. iii. ERP RFP is still ongoing, and CFO/HR are hopeful they can give further information at the next meeting iv. NWCSB has a new Insurance broker. HR is working hard to have this up and running by open enrollment. 	<p>Interim Committee and CFO Dunkle Alger</p>



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<ul style="list-style-type: none"> v. Dr. Trefzger was introduced as the NWCSB new Medical Director. vi. The new CFO, Ms. Katie Russell, was introduced and will have a more thorough report at the next meeting. vii. Risk Manager Survey for property insurance was completed. Facilities and Maintenance are working diligently to complete tasks deemed necessary from this survey. Tree removal at VNC, new roof at Prosperity, plumbing at Prosperity. viii. The elevator is not working in TJP. After multiple attempts to fix it, it appears that it will need to be completely updated. Finance is in the initial quote phase. ix. IT is working with Finance to establish a plan of action regarding Microsoft Office Suite Licenses. The plan is to replace the existing piecemeal licenses and acquire a full umbrella of licenses that will cover all NWCSB employees. <p>b. Board Committees</p> <ul style="list-style-type: none"> i. Executive Committee <ul style="list-style-type: none"> -Ms. Dunkle went over FOIA highlights from the last Board FOIA training. She will work with necessary representatives to organize a FOIA training for Board Members. -The June Board Meeting is moved to the second Wednesday of the month, June 12, 2024. This accommodation was made due to the Juneteenth holiday. -Board Members will update the Stakeholder list and turn in all updates to Morgan Ward, Executive Assistant. ii. Governance/Public Relations Committee <p>This committee had a meeting. It introduced new members to the committee’s duties and encouraged them to check out social media.</p> 	
<p>10. Old Business</p>	



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11. New Business The board will create a policy regarding FOIA virtual meeting attendance to comply with VA FOIA code. This will be on the agenda for the May meeting.	
12. Announcements Rolling for Recovery update: There was an excellent turn out with representatives from all areas of NWCSB. Next year we hope to see a Board team. Raised \$2,448. 50.	
13. Meeting Recap – Action Items and Motions Presented None	
14. Call to Adjourn Ms. Dunkle called the meeting to a close at 7:36 PM.	