



MEETING OF THE BOARD OF DIRECTORS

**Thursday, April 28, 2022, 5:00 p.m.
300 Medical Drive, Hampton, VA 23666**

Present: Mrs. Venerria Thomas, Board Chair presiding; Mrs. June Owens, Secretary; Ms. Ann Abdullah; Mr. Steven Brown; Dr. Arva Davidson; Ms. Madonna Flores; Dr. Elva Williams Hunt; Mrs. Nosuk Kim; and Mrs. Mary Stewart.

Staff: Mrs. Natale Christian; Dr. Daphne Cunningham; Mrs. Raymona Barnes; Mrs. Lisa Hogge; Mrs. Sherry Hunt; and Mrs. Jae Hee Jackson.

Absent: Mr. Steven Bond, Mr. Thomas Morehouse, Mrs. Susan Harris, Mrs. Bea Dahlen, and Mrs. Gisele Russell

Members of the Public and Other Guest(s): None

CALL TO ORDER

Members of the Board, Guests, and Staff were welcomed to the Meeting of the Board of Directors for the Hampton-Newport News Community Services Board (H-NNCSB) by Mrs. Venerria Thomas, Board Chair, who called the meeting to order at 5:00 p.m. on April 28, 2022.

REMARKS OF THE CHAIR

Mrs. Thomas welcomed the Members of the Board of Directors, and asked Mrs. Christian to introduce any guest or staff members in attendance. Mrs. Christian introduced and welcomed the staff who were present.

PUBLIC COMMENT

No Public Comments

ACTION ITEMS

A-1. Board Approval of the Minutes of the Board of Directors Meeting held on March 24, 2022

Background The Minutes of the Board of Directors Meeting held on March 24, 2022 were included in the Board Package on pages 31 through 39.

Action There being no discussion or comments, the Minutes of the Board of Directors Meeting held on March 24, 2022 were approved as presented.

A-2. Nomination and Selection Committee Recommendation of Executive Director's Annual Performance Evaluation, Employment Contract Renewal for FY2023 and Proposed Bonus

Issue Recommendation to the Board of Directors the approval of Executive Director's Annual Performance Appraisal and FY2023 Employment Contract.

Background As per DBHDS requirements and Board By-Laws the performance evaluation and contract of the Executive Director is reviewed annually.

Action Members of the Board of Directors commended Mrs. Christian's performance. Councilman Steven Brown acknowledged the work of Mrs. Christian during the difficult time of the "Great Resignation", continued pandemic precautions, and challenging financial climate. He praised her dedication, hard work, vision, and leadership. He believes Mrs. Christian's greatest accomplishment was encouraging the Agency's employees to continue to deliver the high quality services the Agency is known for, and took off his hat for her outstanding work.

Dr. Arva Davidson noted that Mrs. Christian engaged all staff at every level. A leader can shout commands and demand people follow them, but those types of leaders will find no one walking behind them if they look behind, and they are essentially leading no one. Mrs. Christian's style has played a critical role in the success of the Agency in the current workforce climate.

Mrs. Ven Thomas added that she has been in awe watching Mrs. Christian at the helm of the Agency. Her guidance in creating the new Strategic Plan, fighting for the Agency despite the challenges of these times, as well as workforce concerns. Mrs. Thomas congratulated Mrs. Christian on her strategizing, her dedication, and leadership during really tough times. She hoped Mrs. Christian always feels the support of the Board of Directors.

The Board of Directors unanimously approved the recommendation of the Nomination and Selection Committee to approve the Annual Performance Appraisal of the Executive Director and FY2023 Employment Contract as well as a salary increase.

A-3. Nomination and Selection Committee Recommendation on Board Membership

Issue Board Approval of the recommendation of the candidate for the open position from the City of Hampton to be appointed to the H-NNCSB Board of Directors

Background The Nomination and Selection Committee presents the Board of Directors a recommendation of candidates for approval for any Board vacancy prior to submitting the names to the respective City Councils for appointment.

Action The recommendation from the Nomination and Selection Committee to request appointment to the Board of Directors the qualified candidate for the vacancy from the City of Hampton was approved. The letter requesting approval of the candidate will be sent to the City Clerk for approval by the Hampton City Council at their next meeting.

**STANDING BOARD
COMMITTEE REPORTS**

**Nomination
and Selection**

Mrs. Mary Stewart, Committee Chair, reported that members of the Nomination and Selection Committee met on Thursday, April 14, 2022 at 3:00 p.m. via Zoom virtual meeting.

The Committee Members of the Nomination and Selection Committee discussed the Executive Director’s Annual Performance Appraisal, FY2023 Employment Contract and proposed salary increase. They also discussed Board Membership for the upcoming Hampton vacancy and the proposed Slate of Officers for FY2023.

Mrs. Christian reminded the Committee Members that for the City of Hampton, Mr. Thomas Morehouse will complete his third term on June 30, 2022. After a review of the candidate pool and lengthy discussion, the Members voted to recommend a candidate for appointment to the Board of Directors. A recommendation will be made to the Board at the April meeting.

The Committee will review the proposed Slate of Officers at the April meeting and make recommendations to the full Board of Directors for the May meeting.

**Budget, Finance
and Audit**

Mr. Steven Brown, Board Member, reported that members of the Budget, Finance and Audit Committee met on Monday, April 25, 2022 at 4:00 p.m. via Zoom virtual meeting. During the meeting, Mrs. Raymona Barnes, Chief Financial Officer, presented the Financial Statements – Operating Results through March 31, 2022 for H-NNCSB, Hampton-Newport News Community Services Board Property Company, Inc. (PCI), Share-A-Homes of the Virginia Peninsula (SAH), and the Balance Sheet for Trust for Disabled Persons (TDP).

Mr. Steven Brown reported that Mrs. Barnes, CFO provided the following update:

The finance team is working to finalize the FY2023 budget. They have completed the individual program budget reviews. The next step will be allocating overhead expenses, verifying that all employees are allocated at 100%, and balancing the budget across the Agency. The State budget is still undergoing the legislative process and the budget may be impacted by the State funding amounts. Local funding has been approved with level funding with minimal changes for special initiatives. The budget currently includes upgrading the Electronic Health Record (EHR) the Agency will transition to Avatar, a NetSmart program in Spring 2023.

Mrs. Barnes also announced that a one-time supplemental bonus payment would be provided to all staff to show the Agency's appreciation for their efforts in providing uninterrupted, quality services throughout the pandemic. This includes a retention bonus with a six month commitment for hard to fill positions.

Mrs. Barnes reviewed the Aging Report, stating the finance team is continuing collection efforts and monitoring Accounts Receivable balances. Mrs. Barnes next reviewed the financial statements and reported that the Agency remains in a strong cash position and the line of credit has not been utilized. In an effort to increase the return on the operating reserve the Agency will be partnering with TowneBank's investment team to invest \$1.25 in CDs through multiple financial institutions. These funds will have limited access until their maturity date. The remaining balance will be transitioned to a CD with a higher rate at TowneBank with a no-penalty access offering flexibility in utilization of the funds.

Further, that Health Insurance expenses are back in-line with budgeted expenses and monthly trends have been stable in the past few months.

Mrs. Barnes provided details on the balance sheets and income statements for H-NNCSB, Property Company Inc., Share a Homes and The Trust for Disabled Persons.

Mrs. Barnes thanked Mr. Morehouse and Mrs. Harris for their efforts in finding new investment products for the Agency's operating reserve funds which will promote growth with minimal risk.

**Community
Relations and
Governmental
Affairs**

Dr. Elva Williams Hunt, Board Member, reported that members of the Community Relations and Governmental Affairs Committee met on Monday, April 25, 2022 at 4:30 p.m. via Zoom virtual meeting. Mrs. Bea Dahlen presided. During the meeting, Committee Members were provided Legislative updates, discussed local initiatives, the Hall of Fame nominations, and COVID-19 updates.

Dr. Hunt stated that Mrs. Sherry Hunt, Director of Communications and Business Development, provided a brief Legislative Update to the Committee Members. Mrs. Hunt reported that the General Assembly has not yet passed the State budget and they are due back in session on Wednesday, April 27. They will look at nearly 150 pieces of legislation from the Governor. Mrs. Hunt advised that our legislative

advocacy work will continue with individual meetings scheduled over the spring and summer months. The CRGA Committee and Agency staff will also meet with other stakeholders in the two communities.

Dr. Hunt reported that Mrs. Christian advised that she spoke with a few Newport News City Council members at their recent Boards and Commissions Reception last week where she thanked them for the APRA funding that the CSB received. This event is put on annually to express appreciation to Newport News Board and Commission members. Mrs. Dahlen attended, representing the Board of Directors. Mrs. Christian also advised that she also spoke with Ms. Cindy Rohlf, Newport News City Manager and Mr. Alan Archer Assistant City Manager and will be scheduling appointments to meet with both our City Managers in the coming weeks.

It was also noted that Mrs. Christian provided the Committee Members with an update on the Crisis Receiving Center. Dr. Daphne Cunningham, Deputy Executive Director, provided an update on the COVID-19 status at the Agency. She reported that the numbers have continued to decrease significantly. The Agency is also slowly allowing staff to attend large conferences while encouraging them to continue to practice COVID-19 safety protocols. She also advised that the Agency continues to encourage getting the fourth vaccine, and that Genoa Pharmacy on the main campus will provide to staff, clients, and Board members who are over 50 as well as those who are immunocompromised.

Dr. Hunt further reported that the CRGA Committee discussed the upcoming Hall of Fame induction. During the meeting, Mrs. Christian reviewed the history and criteria of the Hall of Fame to Committee Members. She also listed some notable recipients of the Hall of Fame award from prior years. Committee Members were asked to submit Hall of Fame nominations to Mrs. Jackson and the candidates will be discussed at the next CRGA meeting. A recommendation will be made to the full Board of Directors at the May meeting.

The Hall of Fame, PLG/ Employee Recognition luncheon will be held on June 28th at the Newport News Marriott. Details will be sent out in the next few weeks.

EXECUTIVE DIRECTOR UPDATE

Mrs. Thomas stated that Members of the Board received Informational Items in the Board Package on pages 4 through 6, and Clinical Division Program Highlights on pages 7 through 30. Please note that the Program Highlights format is now in line with our new strategic plan. She thanked our Division Directors for incorporating our new strategic plan in all that we do, in order to keep it as a living document.

Mrs. Christian thanked the Members of the Board of Directors for renewing her employment contract and recognized Dr. Daphne Cunningham and the Executive Leadership Team for their ongoing support.

Mrs. Christian also noted that Agency leadership met with both Newport News Police Chief Drew and Hampton Chief Talbot. The meetings went well and various partnership opportunities were discussed. The Agency looks forward to

more frequent meetings in the future as the Marcus Alert system is rolled out and other concerns like gun violence are discussed. Mrs. Christian stated Dr. Cunningham, Mrs. Hunt, and Mr. Ryan Dudley did an excellent job on the presentations.

Mrs. Christian went on to provide information from her meeting with the new Hampton Human Services Director, Dr. Temoney-Porter. She thought the meeting was very productive and looks forward to resuming more face-to-face meetings with local stakeholders. Mrs. Hunt will be scheduling meetings with Legislators in the coming months and Members of the Board are encouraged to attend these meetings as well.

Next, Mrs. Christian introduced Mrs. Lisa Hogge to provide a School Based Services presentation. Mrs. Hogge started with an overview of the programs with both cities, noting the history of working with local public school systems to address the behavioral health needs of children and families.

The purpose of the School Based Outpatient Services is to create a sustainable plan to provide responsive and comprehensive behavioral health services in the school setting to create better access to behavioral health support. **Please see the attached presentation for more details.**

Mrs. Thomas thanked Mrs. Hogge for the very informative presentation.

ADJOURNMENT

There being no additional business to be discussed, the Meeting of the Board of Directors for the Hampton-Newport News Community Services Board adjourned at 6:10 p.m.

Mrs. Venerria Thomas
Board -Chair

Mrs. June Owens
Secretary

*Submitted by
Jae Hee Jackson*